

## Minute of Meeting Council

Date	Time	Venue
Wednesday, 22 June 2016	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Provost Hall, Convener, presided.

### IN ATTENDANCE

S Black, Chief Executive; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; A Russell, Director of Finance & Resources; D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); D Amos, Head of Policy & Commissioning and L McIntyre, Strategic Planning & Policy Development Manager (both Chief Executive's); G McKinlay, Head of Schools (Children's Services); F Carlin, Head of Planning & Housing Services (Development & Housing Services); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

### APOLOGY

Councillor McGee.

## **OBITUARIES**

Prior to the start of the meeting, Provost Hall referred, with sadness, to the recent deaths of Councillor Grady, Monsignor Canon William Diamond (a former member of the Education Policy Board) and Mr Gary Kelly (Commissioner, Renfrewshire House). She paid tribute to each person highlighting the special contributions each had made in service to their communities and to Renfrewshire Council. Provost Hall extended deepest sympathy and condolences to families and friends.

Provost Hall also referred, with sadness, to the untimely death of Ms J Cox MP, shot by a constituent and to the loss of life in a mass shooting that had targeted the lesbian, gay, bi-sexual and transgender community in Orlando, Florida. Provost Hall offered sincere condolences to the families and friends of those who had lost their lives in such tragic circumstances.

On behalf of all members, individual tributes were also paid to Councillor Grady, Monsignor Canon William Diamond and Mr Gary Kelly by Councillors Lawson, Cameron, McCartin, Mack and McEwan.

A minute's silence was held as a mark of respect.

## **DECLARATIONS OF INTEREST**

Councillors J Sharkey and M Sharkey declared a non-financial interest in item 26 of the agenda as they were, respectively, a member and supporter of KNOW (Kid's Need Our Ward) and indicated that it was their intention to take part in the discussion and voting thereon.

Councillors M Devine, Harte and Nicolson declared a financial interest in item 16 of the agenda as they were members of Renfrewshire Leisure Limited and indicated that it was their intention to take part in the discussion as they had a general dispensation from the Standards Commission that allowed them to take part and to vote in relation to such matters.

Councillor Mullen declared a financial interest in item 26 of the agenda as he was an employee of NHS Greater Glasgow & Clyde Health Board and indicated that it was his intention to leave the meeting and not to take part in the discussion and voting thereon.

Councillor M Macmillan declared a financial interest in item 26 of the agenda as he was a member of the NHS Greater Glasgow & Clyde Health Board and indicated that it was his intention to leave the meeting and not to take part in the discussion and voting thereon.

Councillor Audrey Doig declared a financial interest in item 16 of the agenda as she was an employee of Renfrewshire Leisure Limited and indicated that it was her intention to leave the meeting and not to take part in the discussion and voting thereon.

Councillor Andy Doig declared a financial interest in item 16 of the agenda as he was the spouse of an employee of Renfrewshire Leisure Limited and indicated that it was his intention to leave the meeting and not to take part in the discussion and voting thereon.

Councillors Noon and Clark declared a non-financial interest in item 8 of the agenda as each had submitted an objection to the planning application and indicated that it was their intention to leave the meeting and not to take part in the discussion and voting thereon.

## **ORDER OF BUSINESS**

In terms of Standing Order 16, the Provost altered the order of business to facilitate the conduct of the meeting by considering Notice of Motion 17 as the first Notice of Motion and by considering Notices of Motion 4 and 10 jointly.

### **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, 28 April 2016  
 Renfrew and Gallowhill Local Area Committee, 10 May 2016,  
 Regulatory Functions Board, 11 May 2016  
 Education and Children Policy Board, 12 May 2016  
 Paisley North Local Area Committee, 12 May 2016  
 Housing and Community Safety Policy Board, 17 May 2016  
 Local Review Body, 17 May 2016  
 Planning and Property Policy Board, 17 May 2016  
 Paisley South Local Area Committee, 17 May 2016  
 Environment Policy Board, 18 May 2016  
 Finance and Resources Policy Board, 18 May 2016  
 Personnel Appeals and Applied Conditions of Service Appeals Panel, 19 May 2016  
 Johnstone and the Villages Local Area Committee, 19 May 2016  
 Audit, Scrutiny and Petitions Board, 23 May 2016  
 Economy and Jobs Policy Board, 25 May 2016  
 Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee, 25 May 2016  
 Regulatory Functions Board, 26 May 2016  
 Regulatory Functions Board, 2 June 2016  
 Audit, Scrutiny and Petitions Board, 6 June 2016  
 Leadership Board, 8 June 2016  
 Placing Requests and Exclusions Appeals Panel, 13 June 2016  
 Local Review Body, 14 June 2016  
 Regulatory Functions Board, 15 June 2016

## **ADJOURNMENT**

The meeting adjourned at 9.50 am and reconvened at 10.00 am.

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

## **SEDERUNT**

Councillors Audrey Doig and Andy Doig left the meeting during consideration of the following item and did not take part in the voting thereon.

## 2 UNAUDITED ANNUAL ACCOUNTS 2015/16

There was submitted a report by the Director of Finance & Resources relative to the Council's Annual Accounts and Group Accounts for 2015/16, which were appended to the report and would be submitted for audit by the statutory deadline of 30 June 2016. The report intimated that the Auditor was planning to complete the audit process by early September 2016 and their report on the accounts would be made available to all members and would be submitted to the meeting of the Audit, Scrutiny & Petitions Board on 19 September 2016 for consideration.

It was noted that the 2015/16 accounts fully complied with International Financial Reporting Standards and relevant accounting regulations and in order to comply with new charity accounting requirements, the Council's Accounts did not incorporate statements relating to the Common Good Funds and Charitable Trust Funds and separate accounts had been prepared to accord with these requirements.

Councillor Holmes, seconded by Councillor M Macmillan, moved (a) that the Annual Accounts for 2015/16 be approved, subject to Audit; (b) that it be noted that the Auditor was planning to complete the audit of the Accounts by early September 2016 and that their report would be made available to all members and would be submitted to the meeting of the Audit, Scrutiny and Petitions Board on 19 September 2016 for detailed consideration; (c) that the sums earmarked within the General Fund reserves and HRA reserves as outlined within the report and in note 11 of the Accounts, be approved; (d) that the transfer of resources to and from specific reserves as detailed below and in note 11 of the Accounts, be approved

	Opening balance	Contributions to Reserves	Reserves Used/ Transferred	Closing balance
	£MS	£MS	£MS	£MS
Insurance Fund	2.543	-	-	2.543
Reservoir Repair Fund	0.310	0.002	-	0.312
Educational Capital Items	0.838	0.178	0.265	0.751
Investment Programme Capital Fund	24.484	30.780	-	55.264
Housing Capital Fund	3.684	3.089	-	6.773
<b>TOTAL</b>	<b>31.859</b>	<b>34.049</b>	<b>0.265</b>	<b>65.643</b>

(e) that the position outlined in section 6 with regard to Group Accounts be noted; (f) that, as in previous years, responsibility be delegated to the Director of Finance & Resources to submit Group Accounts on behalf of the Council to the appointed Auditor by 30 June 2016; and (g) that, subject to audit, the annual accounts attached for the Common Good Funds and Charitable Trusts which under accounting regulations required to be prepared and audited separately from the Council's accounts, be approved.

Councillor K MacLaren, seconded by Councillor Lawson, moved as an amendment that paragraph 2.3 of the report be replaced with "2.3 From the Council's underspend of £1.85 million in the General Fund allocate the necessary resources to Community Services to re-instate the full recycling and operational services for the Council Amenity Sites in Renfrew, Linwood, Johnstone and Erskine as well as providing the necessary resources to Renfrewshire Leisure Limited to re-instate the full services formerly provided at Ralston Sports Centre."

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

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

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

### **DECIDED:**

(a) that the Annual Accounts for 2015/16 be approved, subject to Audit;

(b) that it be noted that the Auditor was planning to complete the audit of the Accounts by early September 2016 and that their report would be made available to all members and would be submitted to the meeting of the Audit, Scrutiny and Petitions Board on 19 September 2016 for detailed consideration;

(c) that the sums earmarked within the General Fund reserves and HRA reserves as outlined within the report and in note 11 of the Accounts, be approved;

(d) that the transfer of resources to and from specific reserves as detailed below and in note 11 of the Accounts, be approved

	Opening balance	Contributions to Reserves	Reserves Used/ Transferred	Closing balance
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Insurance Fund	2.543	-	-	2.543
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<b>TOTAL</b>	<b>31.859</b>	<b>34.049</b>	<b>0.265</b>	<b>65.643</b>

(e) that the position outlined in section 6 with regard to Group Accounts be noted;

(f) that, as in previous years, responsibility be delegated to the Director of Finance & Resources to submit Group Accounts on behalf of the Council to the appointed Auditor by 30 June 2016; and

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

## **SEDERUNT**

Councillors Andy Doig and Audrey Doig returned to the meeting.

### **3 TREASURY MANAGEMENT ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the Treasury Management Annual Report for 2015/16 in accordance with Scottish Government Investment Regulations which came into force on 1 April 2010.

The report intimated that all aspects of the Treasury Policy Statement had been complied with in 2015/16. The report provided an overview of the 2015/16 Treasury activities, including the Treasury portfolio position as at 31 March 2016, reviews of borrowing and investment outturn, borrowing strategy and new borrowing, investment strategy and investment outturn, debt rescheduling, and compliance with Treasury limits.

**DECIDED:** That the Treasury Management Annual Report for 2015/16 be approved.

#### 4 **LOCAL GOVERNMENT BOUNDARY COMMISSION FOR SCOTLAND - FIFTH STATUTORY REVIEW OF ELECTORAL ARRANGEMENTS - FINAL RECOMMENDATIONS**

There was submitted a report by the Director of Finance & Resources relative to the Fifth Statutory Review of Electoral Arrangements by the Local Government Boundary Commission summarising the final proposals in the Review in so far as they related to Renfrewshire.

The report explained that the number of wards in Renfrewshire had been increased by one to twelve with the introduction of a new three-member ward in the South East of Paisley and Appendix 1 to the report provided the names of the proposed wards, the number of councillors in each ward and the forecast electorate within each ward. Appendix 2 to the report provided information on the impact of the proposals on each of the existing eleven wards and drew attention to the impact on existing Wards 3 and 5 of the creation of the new Paisley East and Central Ward.

The Commission's recommendations had been submitted to the Scottish Ministers for approval. The Scottish Ministers had discretion to decide whether to adopt the recommendations as submitted to them or with modifications. Further comments on the Commission's proposals could be made to the Scottish Ministers by 7 July 2016.

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

#### 5 **BY ELECTION - WARD 2 - RENFREW SOUTH AND GALLOWHILL**

There was submitted a report by the Chief Executive as Returning Officer indicating that following the death of Councillor Grady, a member for Ward 2 (Renfrew South & Gallowhill), a by-election fell to be held within three months, in accordance with Section 37 of the Local Government (Scotland) Act 1973, as amended.

The Chief Executive as Returning Officer had determined that a poll would be held on Thursday, 11 August 2016 with the hours of polling being from 7.00 a.m. to 10.00 p.m. on that day.

The report detailed the by-election timetable, designated six polling districts and their respective polling places and highlighted that the Chief Executive had delegated powers to alter the arrangements for polling places during the period up to the date of the by-election in the event that one or more of the polling places could not be used for reasons outwith the Council's control.

**DECIDED:**

(a) That the date of the by-election poll, Thursday, 11 August 2016 be noted;

(b) That the by-election timescale as set out within the report be noted; and

(c) That it be noted that the Chief Executive had delegated powers to alter polling places if circumstances deemed it appropriate.



## 6 **APPOINTMENT OF MEMBERS TO VACANT BOARD AND OUTSIDE BODY POSITIONS**

There was submitted a report by the Director of Finance & Resources relative to a number of vacancies which had arisen in the membership of Council Boards and in Council appointments to external organisations as a result of the death of Councillor Grady and the suspension of Councillor Kelly from the Labour Group and inviting proposals from members to fill the vacancies.

Councillor M Macmillan, seconded by Councillor Holmes moved that the Council agrees the following appointments:

Audit, Scrutiny & Petitions: Councillor M Devine and Councillor Bibby (replacing Councillor B Brown who comes off).

Environment: Councillor Murrin

Finance & Resources: Councillor B Brown. Councillor Bibby to be Depute Convener.

Housing & Community Safety: Councillor Caldwell.

Leadership: Councillor B Brown.

Planning & Property: Councillor Caldwell. Councillor Glen. Councillor B Brown to be appointed Convener. Councillor Gilmour to be Depute Convener.

Local Review Body: Councillor B Brown to be Convener.

Investment Review Board: Councillor Henry. Councillor Bibby to be Depute Convener.

Procurement Sub-committee: Councillor Bibby to be Depute Convener.

Renfrew & Gallowhill Local Area Committee: Councillor M Devine to be Convener.

### **OUTSIDE BODY:**

Glasgow & Clyde Valley Strategic Development Planning Authority: Councillor B Brown.

Lowland Reserve Forces' and Cadets Association: Councillor Hood.

Nuclear Free Local Authorities: Councillor Hood.

Nuclear Free Local Authorities (Scotland): Councillor Hood (substitute).

Renfrewshire Access Panel: Councillor Hood.

Renfrewshire Citizens Advice Bureau: Councillor Hood.

Renfrewshire Health & Social Care Integration Joint Board: Councillor Glen (substitute).

Renfrewshire Valuation Joint Board: Councillor Holmes (substitute).

Scottish Accident Prevention Council - Road Safety: Councillor Caldwell.



Scottish Accident Prevention Council - Water: Councillor Hood.

Scotland Excel: Councillor Bibby (substitute).

Strathclyde Pension Fund Board: Councillor Bibby (substitute).

The UK and Ireland Mayors, Provosts and Leaders for Peace Chapter: Councillor Caldwell (substitute).

Councillor Mack, seconded by Councillor McCartin, moved as an amendment that Councillor McCartin be nominated for (a) Glasgow & Clyde Valley Strategy Development Planning Authority; and (b) Renfrewshire Health & Social Care Integration Joint Board (substitute member).

On the roll being called, the following members voted for the amendment: Councillors Mack, McCartin and J MacLaren.

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

The following members abstained: Councillors Perrie, McEwan, Lawson, Mylet, K MacLaren, M MacLaren, McGurk, Cameron, Andy Doig, Audrey Doig, Noon, M Brown, McQuade and Nicolson.

3 members having voted for the amendment, 21 members having voted for the motion and 14 members having abstained, the motion was accordingly declared carried.

**DECIDED:** That the following appointments be approved:

- (a) Audit, Scrutiny & Petitions: Councillor M Devine and Councillor Bibby (replacing Councillor B Brown who comes off);
- (b) Environment: Councillor Murrin;
- (c) Finance & Resources: Councillor B Brown. Councillor Bibby to be Deputy Convener;
- (d) Housing & Community Safety: Councillor Caldwell;
- (e) Leadership: Councillor B Brown;
- (f) Planning & Property: Councillor Caldwell. Councillor Glen. Councillor B Brown to be Convener and Councillor Gilmour to be Deputy Convener;
- (g) Local Review Body: Councillor B Brown to be Convener;
- (h) Investment Review Board: Councillor Henry. Councillor Bibby to be Deputy Convener;
- (i) Procurement Sub-committee: Councillor Bibby to be Deputy Convener;
- (j) Renfrew & Gallowhill Local Area Committee: Councillor M Devine to be Convener;

## **OUTSIDE BODY:**

- (k) Glasgow & Clyde Valley Strategic Development Planning Authority: Councillor B Brown;
- (l) Lowland Reserve Forces' and Cadets Association: Councillor Hood;
- (m) Nuclear Free Local Authorities: Councillor Hood;
- (n) Nuclear Free Local Authorities (Scotland): Councillor Hood (substitute);
- (o) Renfrewshire Access Panel: Councillor Hood;
- (p) Renfrewshire Citizens Advice Bureau: Councillor Hood;
- (q) Renfrewshire Health & Social Care Integration Joint Board: Councillor Glen (substitute);
- (r) Renfrewshire Valuation Joint Board: Councillor Holmes (substitute);
- (s) Scottish Accident Prevention Council - Road Safety: Councillor Caldwell;
- (t) Scottish Accident Prevention Council - Water: Councillor Hood;
- (u) Scotland Excel: Councillor Bibby (substitute);
- (v) Strathclyde Pension Fund Board: Councillor Bibby (substitute); and
- (w) The UK and Ireland Mayors, Provosts and Leaders for Peace Chapter: Councillor Caldwell (substitute).

## **7 REGENERATION CAPITAL GRANT FUND - PARTNER APPLICATIONS**

There was submitted a report by the Chief Executive relative to the Scottish Government's Regeneration Capital Grant Fund (RCGF) that formed one part of the financial support package provided by the Scottish Government to support the delivery of the "Achieving a Sustainable Future: The Regeneration Strategy". With an annual budget of £25 million, the fund supported regeneration projects across Scotland on a competitive basis.

The Council was submitting two applications relating to the Paisley Library relocation and Museum redevelopment projects but also wished to support two separate applications from Linstone Housing Association and Linwood Community Development Trust who had requested that the Council act as lead applicant for two complementary projects based in Linwood. Both partners had agreed to enter into a formal partnership working agreement that would provide a framework for effective partnership working and provide the necessary project assurance required by the Council in its role as lead applicant.

The deadline for submission of RCGF applications was 20 June 2016 and applications had been submitted with clear indication that the two partner-based applications were subject to Council approval on 22 June 2016.

**DECIDED:**

- (a) That the submission of the two partner-based applications to the Regeneration Capital Grant Fund and for the Council to act as the lead applicant for these applications be approved; and
- (b) That it be agreed that this approval was subject to partnership agreements being signed by both partners thereby providing the necessary assurance to the Council that the Regeneration Capital Grant Fund conditions would be met by the partners.

**PLANNING APPLICATIONS**

The Head of Corporate Governance advised that members must deal with planning applications in an objective manner to ensure that they could not be challenged with accusations of bias or predetermination. Votes on planning applications must be seen to be impartial and not influenced by party political issues.

**DECLARATIONS OF INTEREST**

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

**8 PLANNING APPLICATION - 16/0110/PP - GLADMAN DEVELOPMENTS LIMITED: SITE BETWEEN SANDHOLES FARM AND NO 33, SANDHOLES ROAD, BROOKFIELD - ERECTION OF RESIDENTIAL DEVELOPMENT INCLUDING FORMATION OF VEHICULAR ACCESS, OPEN SPACE LANDSCAPING AND ASSOCIATED ENGINEERING WORKS**

There was submitted a report by the Director of Development & Housing Services relative to planning application 16/0110/PP - Gladman Development Limited: site between Sandholes Farm and 33 Sandholes Road, Brookfield for the erection of residential development including formation of vehicular access, open space landscaping and associated engineering works, that required to be determined by the Council.

**DECIDED:** That the application be refused for the reasons that:

- (a) The proposal did not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore failed to support the Spatial Vision of the Plan;
- (b) The proposal was contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan in that it would result in development within the designated Green Belt without appropriate justification and due to its location and scale would not be commensurate with the aims of maintaining the identity of settlements and protecting and enhancing the landscape setting of an area;

(c) The proposal was contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environmental Strategy as it did not require a specific green belt location and did not maintain or support an established activity which was suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character; and

(d) The proposal was contrary to Policy P2 of the Adopted Renfrewshire Local Development Plan and the Housing Land Supply Supplementary Guidance 2015, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

## **SEDERUNT**

Councillors Noon and Clark returned to the meeting.

### **9 PLANNING APPLICATION - 16/0147/PP - WALLACE LAND INVESTMENTS: LAND TO NORTH WEST OF KILBARCHAN QUARRY, BRANSCROFT, KILBARCHAN, JOHNSTONE - ERECTION OF RESIDENTIAL DEVELOPMENT, FORMATION OF VEHICULAR ACCESS, SUDS, LANDSCAPING AND ASSOCIATED WORKS**

There was submitted a report by the Director of Development & Housing Services relative to planning application 16/0147/PP - Wallace Land Investments: land to the north west of Kilbarchan Quarry, Branscroft, Kilbarchan, Johnstone for erection of residential development, formation of vehicular access, sustainable drainage solutions, landscaping and associated works that required to be determined by the Council.

**DECIDED:** That the application be refused for the reasons that:

(a) The proposal did not accord with the Spatial Development Strategy and related Spatial Frameworks of the approved Glasgow and the Clyde Valley Strategic Development Plan and Clydeplan's Strategic Development Plan Proposed Plan 2016 in terms of its location and development compatibility and therefore failed to support the Spatial Vision of the Plan;

(b) The proposal was contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan in that it would result in development within the designated Green Belt without appropriate justification and due to its location and scale would not be commensurate with the aims of maintaining the identity of settlements and protecting and enhancing the landscape setting of an area;

(c) The proposal was contrary to the Adopted Renfrewshire Local Development Plan New Development Supplementary Guidance - Delivering the Environmental Strategy as it did not require a specific green belt location and did not maintain or support an established activity which was suitable in the green belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character; and

(d) The proposal was contrary to Policy P2 of the Adopted Renfrewshire Local Development Plan and the Housing Land Supply Supplementary Guidance 2015, and due to its scale and location, the proposed development would undermine the Spatial Strategy of the Adopted Renfrewshire Local Development Plan. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

## **DECLARATIONS OF INTEREST**

Councillors Mullin and M Macmillan, having declared an interest in the following item, left the meeting and took no part in the discussion and voting thereon.

Councillors J Sharkey and M Sharkey, having declared an interest in the following item, remained in the meeting.

## **10 NOTICE OF MOTION 17**

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

"Renfrewshire Council is opposed to any reduction in paediatric health or medical services at the Royal Alexandra Hospital. Council instructs our representative on Greater Glasgow and Clyde Health Board to oppose any proposed reduction and to write to the Cabinet Secretary for Health urging in the strongest possible terms that she does not approve any reduction in local paediatric health or medical services. Council will also write to our local MSPs requesting they write in similar terms to the Cabinet Secretary for Health and they make this correspondence publicly available."

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

Councillor Lawson, seconded by Councillor McEwan, moved as an amendment that Council restates its support for the retention of Ward 15 at the RAH. Council agrees that clinical need should be the first priority in deciding the treatment options for children. Council notes the record levels of financial support provided by the SNP Scottish Government to the Health Service.

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

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

The following member abstained: Councillor Mack.

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

**DECIDED:** That Renfrewshire Council is opposed to any reduction in paediatric health or medical services at the Royal Alexandra Hospital. Council instructs our representative on Greater Glasgow and Clyde Health Board to oppose any proposed reduction and to write to the Cabinet Secretary for Health urging in the strongest possible terms that she does not approve any reduction in local paediatric health or medical services. Council will also write to our local MSPs requesting they write in similar terms to the Cabinet Secretary for Health and they make this correspondence publicly available.

## **ADJOURNMENT**

The meeting adjourned at 11.00 am and reconvened at 11.15 am.

## **SEDERUNT**

Councillors Mullin and M Macmillan returned to the meeting.

### **11 NOTICE OF MOTION 1**

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

"Renfrewshire has unique and valuable areas of architectural heritage that require more detailed guidance to protect this heritage for the future. Council therefore agrees to "Develop and implement Supplementary Planning Guidance with regards to Renfrewshire's Conservation areas to augment the currently adopted LDP".

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

Councillor B Brown, seconded by Councillor Gilmour, moved as an amendment that Renfrewshire Council is committed to managing and protecting its fantastic Built Heritage and, in line with Scottish Government Guidance it is proposed that Conservation Area Appraisals/Frameworks should be prepared as Non-Statutory Planning Guidance and considered by the Planning & Property Policy Board in due course.

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

**DECIDED:** That Renfrewshire Council was committed to managing and protecting its fantastic Built Heritage and, in line with Scottish Government Guidance, would prepare Conservation Area Appraisals/Framework as Non-Statutory Planning Guidance to be considered by the Planning & Property Policy Board in due course.

### **12 NOTICE OF MOTION 2**

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



"Significant failures in Community Resources including: lighting repairs, falling customer satisfaction in street cleaning, treatment of household waste, food waste collection, textile collection, drain cleaning, reducing food safety targets, bus shelter and road repairs leads this Council to view the current mismanagement by Renfrewshire's Labour administration with alarm.

Council therefore agrees: "That a cross party working group be composed that looks in detail at these service failures and the failure of the Convener and the Labour administration to take these issues seriously and to take appropriate action."

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

Councillor Gilmour, seconded by Councillor E Devine, moved as an amendment that Renfrewshire Council notes with concern the systemic and systematic cuts to our budget from the Scottish Government. Council notes the previous SNP-led council reduced staffing in environmental services by 178 posts, cut the anti-social behaviour/community safety strategy action fund by £84,886, increased trade waste charges, removed the youth crime worker post and programme initiative budget, cut the anti-social behaviour fund by £28,000, cut street cleaning and grounds maintenance by £100,000, cut the Community Action programme that supported community groups to improve local services by £207,000, removed funding for the Deliberate Fire Reduction taskforce by £20,323, cut the Young People's positive and active lifestyles programme by £173,813 - a cut of 43%, reduced the staffing in grounds maintenance and cut funding of the Clean Renfrewshire Campaign by £207,000.

Council considers that any drop in service levels is as a result of having fewer resources from the Scottish Government and a main opposition group that refuses to argue for a fair deal from the Scottish Government for Renfrewshire's residents.

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

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

21 members having voted for the amendment and 17 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That Renfrewshire Council notes with concern the systemic and systematic cuts to our budget from the Scottish Government. Council notes the previous SNP-led council reduced staffing in environmental services by 178 posts, cut the anti-social behaviour/community safety strategy action fund by £84,886, increased trade waste charges, removed the youth crime worker post and programme initiative budget, cut the anti-social behaviour fund by £28,000, cut street cleaning and grounds maintenance by £100,000, cut the Community Action programme that supported community groups to improve local services by £207,000.

Council considers that any drop in service levels is as a result of having fewer resources from the Scottish Government and a main opposition group that refuses to argue for a fair deal from the Scottish Government for Renfrewshire residents.



## **SEDERUNT**

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

### **13 NOTICE OF MOTION 3**

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

"Private housing developers have stated publicly that as there is no Council policy on affordable housing contribution they had no requirement to consider it. Council therefore agrees to "Develop and implement Supplementary Planning Guidance with regards to Affordable Housing which would required an affordable housing contribution from all new residential developments of 15 or more units to augment the currently adopted LDP."

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

Councillor Williams, seconded by Councillor M Devine, moved as an amendment that the Council recommend that a policy commitment in relation to Affordable Housing should be brought forward through the review of the Renfrewshire Local Development Plan and approved by the Planning & Property Policy Board.

In terms of Standing Order 27, the mover and seconder of the motion consented to amend the motion to include the amendment as an addendum. Thereafter, the mover and seconder of the amendment consented to withdraw the amendment.

#### **DECIDED:**

(a) Private housing developers have stated publicly that as there is no Council policy on affordable housing contribution they had no requirement to consider it. Council therefore agrees to develop and implement Supplementary Planning Guidance with regards to Affordable Housing which would required an affordable housing contribution from all new residential developments of 15 or more units to augment the currently adopted Local Development Plan; and

(b) That a policy commitment in relation to Affordable Housing should be brought forward through the review of the Renfrewshire Local Development Plan and approved by the Planning & Property Policy Board.

### **14 NOTICE OF MOTION 4**

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

"Council recognises and congratulates the following on their recent sporting success:-

1. Johnstone Burgh u/21s on winning the Scottish Cup;
2. Thorn Athlectic on winning the 1st Division play off of the Caledonian League and winning promotion to that league's Premier Division;

3. The qualification of Derek and Callum Hawkins to represent team GB in the marathon at this year's Rio Olympics."

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

There was also submitted Notice of Motion, by Councillors Audrey Doig and Andy Doig in the following terms:

"This Council congratulates Kilbarchan AAC members, Derek and Callum Hawkins, on being selected for the British team at the forthcoming Olympic Games in Rio this year.

Council further notes the positive impact of sport on the development of young people across Renfrewshire, and commends the Kilbarchan AAC for their historic contribution to local athletics".

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

**DECIDED:**

(a) That the Council recognised and congratulated the following on their recent sporting success:

(i) Johnstone Burgh u/21's on winning the Scottish Cup;

(ii) Thorn Athletic on winning the 1st Division play off of the Caledonian League and winning promotion to that league's Premier Division;

(iii) The qualification of Kilbarchan AAC members Derek and Callum Hawkins to represent team GB in the marathon at this year's Rio Olympics;

(b) That the positive impact of sport on the development of young people across Renfrewshire be noted; and

(c) That Kilbarchan AAC be commended for their historic contribution to local athletics.

## 15 **NOTICE OF MOTION 5**

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

"Renfrewshire Council is opposed to the transfer of Paisley Crown Post office to W H Smiths."

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

**DECIDED:** That Renfrewshire Council was opposed to the transfer of Paisley Crown post office to W H Smiths.

## **SEDERUNT**

Councillor Mack returned to the meeting during consideration of the following item.

### **16 NOTICE OF MOTION 6**

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

"LAC funding

Council notes the problems with the distribution of grants from the Local Area Committees and calls for a full evaluation of the grant making process. This evaluation will include details on how many grants have been issued, how many different organisations have received funding, how many organisations regularly receive funding and look at options to both streamline the process but increase the scrutiny of the grant making process. The evaluation will also provide information to prospective applicants on alternative funding sources."

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

Councillor M Macmillan, seconded by Councillor Holmes, moved as an amendment that the Council notes that having set up Local Area Committees in 2008, the previous SNP-Lib Dem administration in Renfrewshire cut their budget by 25% in 2010. Council further notes that in the face of unprecedented cuts from the Scottish Government this Labour Administration has protected the budgets for LACs.

Council considers the rich diversity of applicants and projects supported by the LACs reflect the vibrancy and energy of community groups and community activity across Renfrewshire. Council resolves to continue to support and encourage this through LACs, through our Economic Development Section and through partnership work with Engage Renfrewshire.

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

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

21 members having voted for the amendment and 17 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That the Council notes that having set up Local Area Committees in 2008, the previous SNP-Lib Dem administration in Renfrewshire cut their budget by 25% in 2010. Council further notes that in the face of unprecedented cuts from the Scottish Government this Labour Administration has protected the budgets for LACs.

Council considers the rich diversity of applicants and projects supported by the LACs reflect the vibrancy and energy of community groups and community activity across Renfrewshire. Council resolves to continue to support and encourage this through LACs, through our Economic Development Section and through partnership work with Engage Renfrewshire.

## **SEDERUNT**

Councillors Mylet and Mack left the meeting during consideration of Notice of Motion 7.

## **DECLARATIONS OF INTEREST**

Councillors Andy Doig and Audrey Doig, having declared an interest in Notice of Motion 7, left the meeting and took no part in the discussion and voting thereon.

Councillors M Devine, Harte and Nicolson, having declared an interest in Notice of Motion 7, remained in the meeting.

## **17 NOTICE OF MOTION 7**

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

"Civic Amenities - Village Communities

This Council recognises the importance of civic amenities to our villages communities in particular, notes that the urban community halls and centres in Renfrewshire are receiving significant investment already, and therefore calls for immediate investment in the fabric of all community halls in the Renfrewshire villages to keep them viable and useable."

Councillor Nicolson, seconded by Councillor M Brown, then moved the motion.

Councillor Harte, seconded by Councillor M Devine, moved as an amendment that the Council notes the £3 million of investment that the Labour administration has made in order to improve community facilities in Renfrewshire and that work is ongoing to deliver upgrades to six community halls, including Cargill Hall in Bridge of Weir.

Council also notes that the remaining halls have been surveyed and a scope of work will be developed, should funding become available.

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

The following members voted for the motion: Councillors Perrie, McEwan, Lawson, K MacLaren, M MacLaren, McGurk, Cameron, McCartin, Noon, M Brown, McQuade and Nicolson.

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

**DECIDED:** That the Council noted the £3 million of investment that the Labour administration has made in order to improve community facilities in Renfrewshire and that work was ongoing to deliver upgrades to six community halls, including Cargill Hall in Bridge of Weir.

Council also noted that the remaining halls had been surveyed and a scope of work would be developed, should funding become available.

## **SEDERUNT**

Councillors Mylet, Mack Andy Doig and Audrey Doig returned to the meeting.

### **18 NOTICE OF MOTION 8**

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

"Air Weapons

Council welcomes the introduction of The Air Weapons and Licensing Act (Scotland) 2015 and notes the initial success of the #SurrendAIR scheme which saw over 2,300 air weapons handed in to local police stations across Scotland. Council notes if you own or use an air weapon in Scotland then from 1st July 2016 you can apply for a licence from Police Scotland and that from 31st December 2016 it will be an offence to own or use an air weapon without the proper certificate or permit."

Councillor Mylet, seconded by Councillor Audrey Doig, then moved the motion which was approved unanimously.

**DECIDED:** That the Council welcomed the introduction of The Air Weapons and Licensing Act (Scotland) 2015 and noted the initial success of the #SurrendAIR scheme that saw over 2,300 air weapons handed in to local police stations across Scotland. Council noted that if you owned or used an air weapon in Scotland then from 1 July 2016 you can apply for a license from Police Scotland and that from 31 December 2016 it would be an offence to own or use an air weapon without the proper certificate or permit.

### **19 NOTICE OF MOTION 9**

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

"Special Constables

Council notes the concern of the Scottish Police Federation regarding the proposal for traineeship placements as Special Constables offered between Renfrewshire Council and Police Scotland. Council will postpone any further action on these placements until a full report is presented to the next Housing & Community Safety Policy Board examining the concerns of the Scottish Police Federation, including the legal basis of these proposed traineeships."

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

Councillor M Macmillan, seconded by Councillor Holmes, moved as an amendment that the motion be not approved given that no further action was proposed in respect of this initiative.

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

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

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

**DECIDED:** That the motion be not approved given that no further action was proposed in respect of this initiative.

## 20 NOTICE OF MOTION 11

There was submitted a Notice of Motion by Councillors Andy Doig and M Brown that, in terms of Standing Order 19(c), Provost Hall considered incompetent and ruled out of order.

## 21 NOTICE OF MOTION 12

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

"Council instructs the Chief Executive to report to all elected members, within the next 14 days, on the potential cost increases on the Riverbrae School Project."

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

Councillor Holmes, seconded by Councillor Henry, moved as an amendment that the Council considers the building of a new school for pupils with additional support needs in Renfrewshire to be a positive development. Council agrees that we should not compromise the state-of-the-art design of the school in order to meet deadlines or budget challenges.

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

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

21 members having voted for the amendment and 17 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That the Council considers the building of a new school for pupils with additional support needs in Renfrewshire to be a positive development. Council agrees that we should not compromise the state-of-the-art design of the school in order to meet deadlines or budget challenges.

## **SEDERUNT**

Councillor J MacLaren left the meeting during consideration of the following item.

## **22 NOTICE OF MOTION 13**

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

"Capital Works - St Catherine's Primary School, Paisley

Council instructs the Director of Children's Services to bring a report to the Education and Children Policy Board in relation to the capital works still outstanding at St Catherine's Primary School, Paisley."

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

Councillor Henry, seconded by Councillor Clark, moved as an amendment that the Council recognises the enhancements made to learning at St Catherine's Primary School as a result of investment made by this Council since May 2012 and contrasts that favourably with the approach to education and actions of the previous SNP-led administration.

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

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

The following member abstained: Councillor McCartin.



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

**DECIDED:** That the Council recognises the enhancements made to learning at St Catherine's Primary School as a result of investment made by this Council since May 2012 and contrasts that favourably with the approach to education and actions of the previous SNP-led administration.

## 23 NOTICE OF MOTION 14

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

"Weed Control

Council notes:

- 1 That earlier this year the International Agency for Research on Cancer (IARC), an arm of the World Health Organisation (WHO), classified Glyphosate as "probably carcinogenic to humans";
- 2 That several countries including The Netherlands, Denmark and Sweden have banned or restricted the use of Glyphosate by local authorities and that some cities, including Chicago and Paris, have voluntarily made their public spaces Glyphosate-free;
- 3 That Glyphosate forms the basis of herbicides used by this council to control weed growth on the streets and in the parks and green spaces, and that thousands of litres of this herbicide are applied by the council each year;
- 4 That council officers are already investigating alternatives to the use of Glyphosate.

This Council believes that:

- 5 Where substantial evidence of the negative impact of chemicals on human health and the wider environment exists, the council should pursue the precautionary principle and should seek to utilise other weed control methods where evidence of such negative impacts does not exist;

The Council therefore agrees:

- 6 To continue to investigate alternatives to the use of Glyphosate for weed control and undertake at least two pilots to trial alternative weed control strategies, presenting a report to committee within nine months with options and costs of alternative weed control methods;
- 7 To phase out the use of Glyphosate by the Council as soon as an effective and cost-effective alternative weed control strategy has been identified.

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

**DECIDED:**

(a) That earlier this year the International Agency for Research on Cancer (IARC), an arm of the World Health Organisation (WHO), classified Glyphosate as "probably carcinogenic to humans;

(b) That several countries including The Netherlands, Denmark and Sweden have banned or restricted the use of Glyphosate by local authorities and that some cities, including Chicago and Paris, have voluntarily made their public spaces Glyphosate-free;

(c) That Glyphosate forms the basis of herbicides used by this council to control weed growth on the streets and in the parks and green spaces, and that thousands of litres of this herbicide are applied by the council each year;

(d) That council officers are already investigating alternatives to the use of Glyphosate.

This Council believes that:

(e ) Where substantial evidence of the negative impact of chemicals on human health and the wider environment exists, the council should pursue the precautionary principle and should seek to utilise other weed control methods where evidence of such negative impacts does not exist;

The Council therefore agrees:

(f) To continue to investigate alternatives to the use of Glyphosate for weed control and undertake at least two pilots to trial alternative weed control strategies, presenting a report to committee within nine months with options and costs of alternative weed control methods;

(g) To phase out the use of Glyphosate by the Council as soon as an effective and cost-effective alternative weed control strategy has been identified.

**SEDERUNT**

Councillors Andy Doig and Clark left the meeting during consideration of the following item and prior to the roll being called.

**24 NOTICE OF MOTION 15**

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

"Renfrewshire Council opposes fracking. Renfrewshire Council advises any and all companies, other bodies or individuals interested in developing or undertaking fracking that Renfrewshire Council is opposed to this in the Renfrewshire Council area. Council regrets the actions of SNP MSPs, particularly those who represent Renfrewshire, who abstained on a vote for an outright ban on fracking in Scotland."

Councillor E Devine, seconded by Councillor Gilmour, then moved the motion.

Councillor Nicolson, seconded by Councillor Andy Doig, moved as an amendment that Renfrewshire Council agrees that the current moratorium by the SNP Government is the correct position with regard to fracking as a means of energy extraction. This provides a cautious, considered and evidenced-based approach to fracking for unconventional oil and gas extraction. This will allow health and environmental impact tests to be carried out as well as a full public consultation to allow every interested organisation and any member of the public to input their views. The Scottish Government has been clear that no fracking can or will take place in Scotland while the moratorium remains in place.

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

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

The following member abstained: Councillor McCartin.

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

**DECIDED:** That Renfrewshire Council opposes fracking. Renfrewshire Council advises any and all companies, other bodies or individuals interested in developing or undertaking fracking that Renfrewshire Council is opposed to this in the Renfrewshire Council area. Council regrets the actions of SNP MSPs, particularly those who represent Renfrewshire, who abstained on a vote for an outright ban on fracking in Scotland.

## 25 NOTICE OF MOTION 16

There was submitted a Notice of Motion by Councillor McCartin and Mack in the following terms:

"This Council notes the suffering forced upon local residents as a result of the Tory government's cuts programme and asserts that there is an alternative to its ideologically driven attack on public services - namely the levy of a financial transaction tax (FTT) on the speculative activities that have accelerated the recent enrichment of the few to the detriment of the many.

The Council therefore calls upon the Westminster Government to enact the FTT and use the revenues from this measure to reverse ongoing constant reduction in funding to all local authorities."

Councillor McCartin, seconded by Councillor Mack, then moved the motion which was agreed unanimously.

**DECIDED:** That this Council notes the suffering forced upon local residents as a result of the Tory government's cuts programme and asserts that there is an alternative to its ideologically driven attack on public services - namely the levy of a financial transaction tax (FTT) on the speculative activities that have accelerated the recent enrichment of the few to the detriment of the many.

The Council therefore calls upon the Westminster Government to enact the FTT and use the revenues from this measure to reverse ongoing constant reduction in funding to all local authorities.

## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Monday, 27 June 2016	09:30	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

#### PRESENT

Councillors Audrey Doig and Mullin, and Mrs E McNamara, (Lay Representative).

#### IN ATTENDANCE

D Briggs, Senior Solicitor (Litigation) and P Shiach, Committee Services Officer (both Finance & Resources).

#### APPOINTMENT OF CHAIRPERSON

It was noted that a Chairperson required to be appointed at each meeting of the Appeals Panel. Nominations were sought and it was agreed unanimously that Councillor Mullin be appointed Chairperson for this meeting of the Appeals Panel.

**DECIDED:** That Councillor Mullin be appointed as Chairperson for this meeting of the Appeals Panel.

#### DECLARATIONS OF INTEREST

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Appeals Panel resolved that the press and public be excluded from the meeting during consideration of the following 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 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## **ADDITIONAL ITEM**

The Convener intimated that there was an additional item in relation to a preliminary hearing concerning the late submission of a placing request which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item which was dealt with at item 2 below was urgent, authorised its consideration.

### **1 GRYFFE HIGH SCHOOL - APPEALS AGAINST REFUSAL OF PLACING REQUESTS: G/16/01, G/16/02 AND G/06/03**

Consideration was given to appeals against the refusal of placing requests to Gryffe High School.

M O'Neill, Senior Solicitor, (Finance & Resources), and A Gallagher, Resources Manager (both representing the Education Authority), C Johnstone Headteacher, Gryffe High School and the appellants in relation to G/16/01 and G/16/03, were invited into the meeting. The Appellant in relation to G/16/02 was not in attendance.

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeals.

M O'Neill then presented the case for the Education Authority and led evidence from A Gallagher and C Johnstone in relation to the circumstances surrounding the refusal of the placing requests.

The appellant in relation to appeal G/16/03 then left the hearing.

The appellants in relation to appeal G/16/01 then presented their case. Each side having been given the opportunity to cross-examine and sum up, were thanked for their attendance and left the hearing.

M O'Neill, A Gallagher and C Johnstone and the appellant in relation to appeal G/16/03 were then invited into the hearing.

The appellant in relation to appeal G/16/03 then presented her case. Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

Consideration was then given to the appeal in relation to the refusal of a placing request to Gryffe High School in terms of appeal G/16/02. The appellant was not in attendance.

**DECIDED:** That the appeals be determined as follows:-

(a) G/16/01 - That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed, and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld;

(b) G/16/03 - That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed, and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld; and

(c) G/16/02 - That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed, and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld.

## 2 **GRYFFE HIGH SCHOOL - APPEAL AGAINST REFUSAL OF A PLACING REQUEST - PRELIMINARY HEARING**

Consideration was given to an appeal against the refusal of a placing request to Gryffe High School.

The appellant had submitted an appeal against the Council's decision to refuse a placing request for her son to Gryffe High School. The appeal had been submitted outwith the statutory time period.

The appellant presented her case and was cross-examined thereon by members of the Board. The appellant, having been given the opportunity to sum up, was thanked for her attendance.

After consideration of all matters before the Board, the Convener proposed that the appellant had demonstrated good cause as to the reasons for the appeal being submitted outwith the statutory time period, and that a subsequent appeal against the Council's decision to refuse the placing request in respect of Gryffe High School be arranged. This was agreed unanimously.

**DECIDED:** That the preliminary appeal be determined as follows:-

(a) That the appellant had demonstrated good cause as to the reasons for her appeal being submitted outwith the statutory time period; and

(b) That a subsequent appeal against the Council's decision to refuse the placing request in respect of Gryffe High School, be arranged.





## Minute of Special Meeting Council

Date	Time	Venue
Monday, 04 July 2016	17:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, B Brown, M Brown, Caldwell, Cameron, E Devine, M Devine, Andy Doig, Audrey Doig, Gilmour, Provost Hall, Councillors Harte, Henry, Holmes, Hood, Kelly, Lawson, Mack, J MacLaren, K MacLaren, M MacLaren, M Macmillan, McCartin, McGee, McGurk, McQuade, Mullin, Murrin, J Sharkey, M Sharkey and Williams.

### CHAIR

Provost Hall presided.

### IN ATTENDANCE

A Russell, Director of Finance & Resources, K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, A McNaughton and E Currie, Senior Committee Services Officers (all Finance & Resources).

### APOLOGIES

Councillors Clark, Glen and I McMillan.

### 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:

“Council notes the current economic and political uncertainty caused by the result of the EU Referendum. Council notes that a report to the Council meeting on 28 April 2016 highlighted that a vote to leave would be economically damaging for the UK and could lead to a reduction in economic growth which would reduce Government fiscal receipts and put additional pressure on public spending. The report further highlighted potential areas of financial and economic risk for the Council and Renfrewshire in relation to access to direct EU funding and foreign inward investment.

In light of the result of the EU Referendum which will see the UK leaving the European Union; Council now offers its full support to the Scottish Government in its efforts to reduce the impact of the EU Referendum result on Scotland.”

Councillor M Macmillan, seconded by Councillor Holmes, then moved the motion.

Councillor Lawson, seconded by Councillor K MacLaren, moved as an amendment that the following be added to the motion:

“Including the potential of calling a referendum on Scottish Independence when appropriate.

Council welcomes the contribution made to Renfrewshire and to Scotland by all those who have chosen to live here. This is their home, and the social, cultural and economic contribution their presence brings is deeply valued.”

The second paragraph of the amendment was accepted by the mover and seconder of the motion as an addition to the motion. However, the amendment was not withdrawn.

On the roll being called, the following members voted for the amendment: Councillors Lawson, K MacLaren, M MacLaren, McGurk, Cameron, McGee, Andy Doig, Audrey Doig, M Brown and McQuade.

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

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

**DECIDED:** Council notes the current economic and political uncertainty caused by the result of the EU Referendum. Council notes that a report to the Council meeting on 28 April 2016 highlighted that a vote to leave would be economically damaging for the UK and could lead to a reduction in economic growth which would reduce Government fiscal receipts and put additional pressure on public spending. The report further highlighted potential areas of financial and economic risk for the Council and Renfrewshire in relation to access to direct EU funding and foreign inward investment.

In light of the result of the EU Referendum which will see the UK leaving the European Union; Council now offers its full support to the Scottish Government in its efforts to reduce the impact of the EU Referendum result on Scotland.

Council welcomes the contribution made to Renfrewshire and to Scotland by all those who have chosen to live here. This is their home, and the social, cultural and economic contribution their presence brings is deeply valued.



## Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 07 July 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor Hood, Convener, presided.

### IN ATTENDANCE

M O'Neill, Senior Solicitor (Litigation and Regulatory Function), E Currie, Senior Committee Services Officer, K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (all Finance & Resources).

### APOLOGIES

Councillors M Brown, McEwan, Mullin and Mylet.

### DECLARATIONS OF INTEREST

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of item 1 as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of schedule 7A of the Local Government (Scotland) Act 1973.

### **1 GRANT OF TAXI LICENCES - PERSONAL APPEARANCE**

Under reference to item 13 of the Minute of the meeting of this Board held on 15 June 2016 there were submitted the undernoted applications for the grant of Taxi Licences. The applicant had been asked to appear personally for the second time together with Anthony Stewart, Ewan Stewart, Stewart Williamson, Allan Kerr, Jonathan Prew, Frederick Cumming, William Morrison, David McCallum, James Kilgour and Kenneth Barnes who had submitted objections received outwith the statutory timescale to the applications:-

Paul McCarthy, Flat 0/2 27 Kilnside Road, Paisley – 2 applications

Mr McCarthy, the applicant, was invited into the meeting together with Mr A Stewart, Mr Williamson, Mr Prew and Mr Morrison, late objectors to the application. Mr Williamson advised that he would represent Mr Prew at the meeting. There was no appearance by or on behalf of Mr E Stewart, Mr Kerr, Mr Cumming, Mr McCallum, Mr Kilgour or Mr Barnes, late objectors to the application.

The Senior Solicitor (Litigation and Regulatory Function) asked Mr McCarthy if he would be happy to address the Board only once on both applications with the Board reaching separate decisions on his applications or if he wished to address the Board separately on both applications. Mr McCarthy advised that he would be happy to address the Board only once on both applications with the Board reaching separate decisions on his applications.

The Convener proposed that the meeting be adjourned to allow members to clarify matters with the Senior Solicitor (Litigation and Regulatory Function). This was agreed unanimously. The meeting was reconvened and the Convener advised Mr McCarthy that at this stage in proceedings, the Board was only considering the matter of the lateness of the objections to his applications.

The Senior Solicitor (Litigation and Regulatory Function) advised that two of the late objections received to Mr McCarthy's applications had been withdrawn on the evening prior to the Board meeting and replaced with a further two late objections. Mr McCarthy was provided with copies of the two further late objections. The Convener proposed that the Board adjourn to allow Mr McCarthy time to consider these further late objections and this was agreed unanimously.

The meeting was reconvened and on hearing from Mr A Stewart, Mr Williamson, Mr Prew and Mr Morrison, objectors present and represented, as to the reasons for their objections being received outwith the statutory timescale the Convener proposed that these objections be taken into account when the applications were being considered. This was agreed unanimously.



The Board adjourned to allow members to consider the matter of the objections received outwith the statutory timescale by Mr E Stewart, Mr Kerr, Mr Cumming, Mr McCallum, Mr Kilgour and Mr Barnes, objectors not in attendance at the meeting.

The meeting was reconvened and the Convener proposed that the objections received from Mr E Stewart, Mr Kerr, Mr Cumming and Mr McCallum be taken into account when the applications were being considered and that the objections withdrawn and replaced by Mr Kilgour and Mr Barnes be not taken into account when the applications were being considered. This was agreed unanimously.

The Convener further proposed that both applications be considered together and that separate decisions would be reached. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the applications. The meeting was reconvened and the Convener proposed that both applications be granted for a period of one year subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to each licence be attached to each licence by 30 November 2016 and prior to operating under the terms of the licences and that insurance meeting the terms of condition 6 be arranged for each licence by 30 November 2016. This was agreed unanimously. Mr McCarthy also agreed to these additional conditions.

**DECIDED:** That both applications be granted for a period of one year subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to each licence be attached to each licence by 30 November 2016 and prior to operating under the terms of the licences and that insurance meeting the terms of condition 6 be arranged for each licence by 30 November 2016.

## 2 GRANT OF TAXI LICENCES - PERSONAL APPEARANCE

Under reference to item 12 of the Minute of the meeting of this Board held on 15 June 2016 there were submitted the undernoted applications for the grant of Taxi Licences. The applicant had been asked to appear personally for the second time together with Anthony Stewart, Ewan Stewart, Stewart Williamson, Allan Kerr, Jonathan Prew, Frederick Cumming, William Morrison, David McCallum, James Kilgour and Kenneth Barnes who had submitted objections received outwith the statutory timescale to the applications:-

Renfrewshire Radio Taxis Limited, 6 Auchengreoch Avenue, Johnstone – 2 applications

Mrs Gatley and her son, Mr Gatley, on behalf of the applicant, were invited into the meeting together with Mr A Stewart, Mr Williamson and Mr Morrison, late objectors to the application. Mr Williamson advised that he would represent Mr Prew at the meeting. There was no appearance by or on behalf of Mr E Stewart, Mr Kerr, Mr Cumming, Mr McCallum, Mr Kilgour or Mr Barnes, late objectors to the application.

The Senior Solicitor (Litigation and Regulatory Function) asked Mrs Gatley if she would be happy to address the Board only once on both applications with the Board reaching separate decisions on the applications or if she wished to address the Board separately on both applications. Mrs Gatley advised that she would be happy to address the Board only once on both applications with the Board reaching separate decisions on the applications.

The Senior Solicitor (Litigation and Regulatory Function) advised that two of the late objections received to Renfrewshire Radio Taxis Limited's applications had been withdrawn on the evening prior to the Board meeting and replaced with a further two late objections. Mrs Gatley was provided with copies of the two further late objections. The Convener proposed that the Board adjourn to allow Mrs Gatley time to consider these further late objections and this was agreed unanimously.

The meeting was reconvened and on hearing from Mr A Stewart, Mr Williamson, Mr Prew and Mr Morrison, objectors present and represented, as to the reasons for their objections being received outwith the statutory timescale the Convener proposed that these objections be taken into account when the applications were being considered. This was agreed unanimously.

On considering the matter of the objections received outwith the statutory timescale by Mr E Stewart, Mr Kerr, Mr Cumming, Mr McCallum, Mr Kilgour and Mr Barnes, objectors not in attendance at the meeting, the Convener proposed that the objections received from Mr E Stewart, Mr Kerr, Mr Cumming and Mr McCallum be taken into account when the applications were being considered and that the objections withdrawn and replaced by Mr Kilgour and Mr Barnes be not taken into account when the applications were being considered. This was agreed unanimously.

The Convener further proposed that both applications be considered together and that separate decisions would be reached. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the applications. The meeting was reconvened and the Convener proposed that both applications be granted for a period of one year subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to each licence be attached to each licence by 30 November 2016 and prior to operating under the terms of the licences and that insurance meeting the terms of condition 6 be arranged for each licence by 30 November 2016. This was agreed unanimously. Mrs Gatley also agreed to these additional conditions.

**DECIDED:** That both applications be granted for a period of one year subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to each licence be attached to each licence by 30 November 2016 and prior to operating under the terms of the licences and that insurance meeting the terms of condition 6 be arranged for each licence by 30 November 2016.

## Minute of Special Meeting Paisley North Local Area Committee

Date	Time	Venue
Tuesday, 19 July 2016	16:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Kelly, Lawson, M MacLaren, J Sharkey, M Sharkey and Williams.

### CHAIR

Councillor J Sharkey, Convener, presided.

### COMMUNITY REPRESENTATIVES

J James, Beechwood Community Centre Management Board; M Dymond, Maxwellton Court Tenants' Association; W Colquhoun, West End Seniors Forum; and O Nadeem, Scottish Youth Parliament.

### IN ATTENDANCE

J Lynch, Head of Property Services (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

### DECLARATIONS OF INTEREST

No declarations of interest were intimated prior to the commencement of the meeting.

## 1 APPLICATIONS FOR LOCAL AREA COMMITTEE GRANT FUNDING

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

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

### **SINGLE AREA**

Cotton Club – Castle Semple activities and garden project – Awarded £2,000

### **MULTI-AREA**

In relation to the following application, the Convener advised that he was satisfied that, in terms of Standing Order 28, there had been a material change in circumstances that was not apparent at the time the previous decision had been made by this LAC in that the Paisley South LAC meeting held on 14 May 2016 had not supported the application for funding by the Scottish Afro-Caribbean Festival and that as a consequence the festival could not proceed without further financial support.

Scottish Afro-Caribbean Festival – Cultural parade and lead-up community activities – Awarded an additional grant of £5,000.

## Minute of Special Meeting Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 28 July 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Caldwell, Andy Doig, Gilmour and I McMillan.

### CHAIR

Councillor Gilmour, Convener, presided.

### COMMUNITY REPRESENTATIVES

D Wadsworth, Elderslie Community Council and W Dean, Johnstone Community Council.

### IN ATTENDANCE

O Reid, Head of Public Protection (Community Resources) (for Lead Officer); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

### APOLOGIES

Councillor Hood; and J Anderson, Howwood Sports & Hobbies Club; A McBain, Johnstone Seniors Form; and G Nicol, Lochwinnoch Community Council.

### DECLARATIONS OF INTEREST

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

## 1 **APPLICATION FOR LOCAL AREA COMMITTEE GRANT FUNDING**

There was submitted a report by the Director of Finance & Resources relative to an application for Local Area Committee (LAC) funding.

**DECIDED:** That the undernoted application for funding be determined as follows:-

Johnstone Business Consortium – Wallace memorial event in Johnstone town centre –  
Awarded £1,300

## 2 **APPLICATION TO RENFREWSHIRE COUNCIL CITIZENS FUND**

There was submitted a report by the Director of Finance & Resources relative to the submission of an application to the Renfrewshire Council Citizens Fund by Kilbarchan Community Council towards the cost of providing covers for two defibrillators to be located in Kilbarchan.

**DECIDED:** That it be recommended to the Finance & Resources Policy Board that £600 be awarded to Kilbarchan Community Council from the Renfrewshire Council Citizens Fund.

## Minute of Meeting

### Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Tuesday, 16 August 2016	18:30	Renfrew Town Hall, Renfrew Cross, Renfrew, PA4 8LJ

#### **PRESENT**

Councillors B Brown, M Devine, Murrin, Paterson and Perrie.

#### **CHAIR**

Councillor M Devine, Convener, presided.

#### **COMMUNITY REPRESENTATIVES**

J Shaw, Renfrew Community Council; A Philpot Renfrewshire Visually Impaired Forum; P Watson, St Margaret's Episcopal Church; and J George, St James Pastoral Council.

#### **IN ATTENDANCE**

C Robertson, Warden Services Manager and C Dalrymple, Regulatory and Enforcement Manager (both Community Resources); F Carlin, Head of Planning & Development (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

#### **WELCOME**

Councillor Devine advised that this was the first meeting of the Local Area Committee (LAC) since the sad death of Councillor Grady. She then welcomed Councillor Paterson to his first meeting of the LAC.

#### **APOLOGIES**

Councillor McEwan; and D Hoey, Renfrew Burgh Band; E Harkness, Scottish Youth Parliament; J Young, Friends of Renfrew; and J Hill, Gallowhill Community Council.



## **DECLARATIONS OF INTEREST**

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

## **ADDITIONAL ITEM**

The Convener intimated that there was an additional item in relation to an application for grant funding from the Robertson Park Bowling Club, which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 7 of this Minute, was urgent, in order to consider the application timeously, authorised its consideration.

### **1 COMMUNITY SAFETY AND PUBLIC PROTECTION, PROGRESS UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Renfrew & Gallowhill Local Area Committee (LAC) area during the period 1 April to 30 June 2016.

The report provided information on Renfrew and Gallowhill community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on Getting it Right for Every Child (GIRFEC).

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

### **2 OPEN SESSION/KEY LOCAL ISSUES**

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

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

### **3 MSYP UPDATE**

The Senior Committee Services Officer (LACs) advised that one of the two local MSYPs, M Duggan, had resigned his position as a MSYP. Accordingly, the MSYP update would no longer be taking place.

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

### **4 GRANT AWARD FEEDBACK - PARKRUN UK**

There was submitted a report by the Director of Finance & Resources relative to the impact of the grant awarded to Parkrun UK to assist in the establishment of a free weekly run at the On-X Centre, Linwood.

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

## 5 **FEIS PHAISLIG - GRANT AWARD**

The Senior Committee Services Officer LACs advised that Feis Phaislig had intimated that they were unable to make the presentation on their project to this meeting of the LAC and had requested that the presentation be made at the November meeting instead. This was agreed.

**DECIDED:** That the presentation be made to the November meeting of the LAC.

## 6 **BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Renfrew and Gallowhill LAC budget for 2016/17

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

## 7 **APPLICATIONS FOR LAC GRANT FUNDING**

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

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

### **SINGLE AREA**

Robertson Park Bowling Club – Refurbishment of bowling greens – continued to a special meeting to be held in September 2016

Renfrew Football Club (Youth Section) – Provision of additional training – Awarded £7,000

Renfrew Senior Citizens Social Club Centre – Activities for older people – Awarded £2,200

St James RC Church Hall – Assistance towards cost of ceiling renovations – Awarded £5,000

Sanctuary Housing – Provision of goalposts at open space in the Braille Drive area – Awarded £1,700

### **MULTI AREA**

Alba Thistle AFC – Provision of football and keep fit sessions – Awarded £600

Renfrewshire Women's Aid – Assistance towards running cost of refuge flats – Awarded up to the sum requested of £4,765.76

### **MULTI AREA CONTINUED APPLICATIONS**

Forever Young – Exercise, relaxation and creative arts classes - Continued

Renfrewshire Seniors Forum – Running costs – Application withdrawn

8 **APPLICATION TO RENFREW COMMON GOOD FUND - RENFREW CHRISTMAS LIGHTS SWITCH ON**

There was submitted a report by the Chief Executive relative to a request for a grant from the Renfrew Common Good Fund to enhance the Renfrew Christmas lights switch on event by providing free activities, reindeer hire and fireworks.

**DECIDED:** That £10,000 be awarded from the Renfrew Common Good Fund to enhance the Renfrew Christmas lights switch on event.

9 **DATE OF NEXT MEETING**

It was noted that the next meeting of this LAC would be held at 6.30 pm on Tuesday 8 November 2016 in Gallowhill Community Centre.

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 17 August 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor Hood, Convener, presided

### IN ATTENDANCE

D McEwen, Public Health Enforcement Officer (Community Resources) (for items 1 to 5 only); and D Campbell, Assistant Managing Solicitor (Licensing), P Shiach, Committee Services Officer, K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (for item 1 only) (all Finance & Resources).

### APOLOGIES

Councillors McEwan and Mullin.

### DECLARATIONS OF INTEREST

Provost Hall declared a non-financial interest in relation to item 2 of the agenda and indicated her intention to leave the meeting during consideration of the item and not to take part in any discussions or voting thereon.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of items, 6(a), 6(b), 7, 8 and 9 as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of schedule 7A of the Local Government (Scotland) Act 1973.

### **1 IMMEDIATE SUSPENSION AND HEARING INTO THE POSSIBLE SUSPENSION OF PRIVATE HIRE CAR DRIVER'S LICENCE P4051 – PERSONAL APPEARANCE**

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

William Belford, 23H Renfield Street, Renfrew.

Mr Banks, Solicitor, representing Mr Belford was invited into the meeting together with Inspector Thomson, Sergeant Curran and Constable Whitelaw on behalf of the Chief Constable.

After consideration of all matters before the Board, the Convener proposed that Mr Belford'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 Belford's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

## **DECLARATION OF INTEREST**

Provost Hall having previously declared an interest left the meeting prior to consideration of the following item of business.

### **2 GRANT OF A PUBLIC ENTERTAINMENT LICENCE: SCOTTISH AFRO CARIBBEAN CARNIVAL – BARSHAW PARK, GLASGOW ROAD, PAISLEY - 20 AUGUST 2016 – PERSONAL APPEARANCE**

There was submitted the undernoted application for grant of a Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted representations to the application received outwith the statutory timescale to the application: -

Scottish Afro Caribbean Carnival, Barshaw Park, Glasgow Road, Paisley.

Mr Stewart, the applicant and Councillor J Sharkey were invited into the meeting together with Inspector Thomson, Sergeant Curran and Constable Whitelaw representing the Chief Constable who had submitted representations to the application outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the first representation from Police Scotland it was decided that the representation be taken into account when the application was being considered.

In terms of the second representation the applicant submitted an objection to the representation being circulated on the grounds that it raised new issues. On hearing the reasons for the lateness of the second representation from Police Scotland it was decided that the representation be taken into account when the application was being considered.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be granted subject to the following additional conditions requested by Police Scotland. This was agreed unanimously. Mr Stewart also agreed to the additional conditions:-

- "(i) To have appropriate safety/evacuation contingency plans in place;
- (ii) Minimum of 20 frontline SIA licensed stewards on duty at any one time at the event;
- (iii) No stewards should be under the influence of drugs/alcohol. If any are found to be so they shall be prevented from carrying out their duties and the stewarding supervisor shall be responsible for providing replacements;
- (iv) All stewards should be easily identifiable wearing appropriate attire that enables immediate identification;
- (v) All entrances and exits to be free from obstruction and steward-supervised throughout the event;
- (vi) Numbers of persons permitted entry to the event to be effectively and strictly monitored, adhering to the maximum limit of 2500 persons admitted at any one time;
- (vii) Any persons entering the site may be subject to search, including vehicle, bags and personal belongings; and
- (viii) All advertising posters/placards will be removed no later than seven days after the event."

**DECIDED:** That the application be granted subject to the following additional conditions:-

- "(i) To have appropriate safety/evacuation contingency plans in place;
- (ii) Minimum of 20 frontline SIA licensed stewards on duty at any one time at the event;
- (iii) No stewards should be under the influence of drugs/alcohol. If any are found to be so they shall be prevented from carrying out their duties and the stewarding supervisor shall be responsible for providing replacements;
- (iv) All stewards should be easily identifiable wearing appropriate attire that enables immediate identification;
- (v) All entrances and exits to be free from obstruction and steward-supervised throughout the event;
- (vi) Numbers of persons permitted entry to the event to be effectively and strictly monitored, adhering to the maximum limit of 2500 persons admitted at any one time;
- (vii) Any persons entering the site may be subject to search, including vehicle, bags and personal belongings; and
- (viii) All advertising posters/placards will be removed no later than seven days after the event."

## **SEDERUNT**

Provost Hall re-entered the meeting.

### **3 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 together with Police Scotland who had submitted representations in respect of applications (b), (c) and (d).

(a) Kirsty Young, 13 Hunterhill Road, Paisley

Ms Young, 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 and the Convener proposed that the application be refused. This was agreed unanimously.

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

(b) Christopher Watson, Vital Property Developments, 9 Spinners Gardens, Paisley

There was no appearance by or on behalf of Mr Watson. Inspector Thomson, Sergeant Curran and Constable and Constable Whitelaw representing the Chief Constable who had submitted a representation to the application were invited into the meeting.

The Convener proposed that the application be considered in Mr Watson's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

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

(c) Edward Duffy, 10 Kilnknowe Cottages, Midton Road, Howwood

There was no appearance by or on behalf of Mr Duffy. Inspector Thomson, Sergeant Curran and Constable and Constable Whitelaw representing the Chief Constable who had submitted a representation to the application were invited into the meeting.

The Convener proposed that the application be considered in Mr Duffy's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be continued. This was agreed unanimously.

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

(d) Jonathon Murphy, Anchorage, Hagg Crescent, Johnstone

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

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

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

#### 4 **RENEWAL OF LANDLORD REGISTRATION – PERSONAL APPEARANCES**

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

- (a) Mohammed Younis, 34 Carmichael Place, Glasgow
- (b) Mohamed Razaq, 12 May Terrace, Glasgow
- (c) Mohamed Ishfaq, 12 May Terrace, Glasgow

Ms M Archer and Mr T Bashir representing all three applicants were invited into the meeting.

The Senior Solicitor (Litigation and Regulatory Function) asked Ms Archer if she would be happy to address the Board only once on all three applications with the Board reaching separate decisions on the applications or if she wished to address the Board separately on all three applications. Ms Archer advised that she would be happy to address the Board only once on all three applications with the Board reaching separate decisions on the applications.

After consideration of all matters before the Board the Convener proposed that all three applications be continued. This was agreed unanimously.

**DECIDED:** That all three applications be continued.

#### 5 **HEARING INTO THE POSSIBLE REMOVAL FROM THE REGISTER OF PRIVATE LANDLORDS – PERSONAL APPEARANCE**

The Board considered the possible removal from the Register of Private Landlords of the undernoted. The licence holder had been asked to appear personally for the first time together with Police Scotland who had submitted a representation in relation to the licence holder:-

Jonah Ditton, Ditton Holdings, Top Floor, 90 Mitchell Street, Glasgow

Mr Ditton, the licence holder and Mr Banks were invited into the meeting together with Inspector Thomson, Sergeant Curran and Constable Whitelaw representing the Chief Constable who had submitted a representation in relation to the licence holder.

After consideration of all matters before the Board, the Convener proposed that the possible removal of the licence holder from the Register of Private Landlords be continued to a future meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the possible removal of the licence holder from the Register of Private Landlords be continued to a future meeting of the Board.

#### **ADJOURNMENT**

The meeting adjourned at 12.50 pm and reconvened at 1.30 pm.



## **SEDERUNT**

Councillor M Brown was not present when the meeting reconvened.

### **6 GRANT OF A TAXI OPERATOR LICENCE – PERSONAL APPEARANCE**

Under reference to item 14 of the Minute of the meeting of this Board held on 15 June 2016 there were submitted the undernoted application for the grant of a Taxi Licence. The applicant had been asked to appear personally for the second time.

Mohammed Nasir, Flat 0/2, 87 Dixon Avenue, Glasgow.

Mr Nasir, 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 subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to the licence be attached to the licence within three months of 17 August 2016 and prior to operating under the terms of the licence and that insurance meeting the terms of condition 6 be arranged for the licence within three months of 17 August 2016. This was agreed unanimously. Mr Nasir also agreed to these additional conditions.

**DECIDED:** That the application be granted for a period of one year subject to the usual conditions as well as additional conditions that a vehicle meeting the requirements of condition 22 to the licence be attached to the licence within three months of 17 August 2016 and prior to operating under the terms of the licences and that insurance meeting the terms of condition 6 be arranged for the licence within three months of 17 August 2016.

### **7 GRANT OF A PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE**

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

Guy Njali Bola, Flat 1/2, 3 Harmony Square, Glasgow

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

### **8 VARIATION OF A PRIVATE HIRE CAR LICENCE**

There was submitted the undernoted application for variation of a Private Hire Car Licence: -

Alexander McIntosh, 3 Hollows Avenue, Paisley

The Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr McIntosh’s Private Hire Car Licence and that Mr McIntosh’s vehicle be licensed to carry 8 passengers. This was agreed unanimously.

**DECIDED:** That the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr McIntosh’s Private Hire Car Licence and that Mr McIntosh’s vehicle be licensed to carry 8 passengers.

#### 9 **APPLICATION FOR THE SURRENDER AND RE-ISSUE OF A TAXI LICENCE**

There was submitted the undernoted application for the surrender and reissue of a Taxi Licence:-

Present Operator: William Mottram, 117 Sandy Road, Renfrew

Proposed Operator: Kenneth Allan Sweeney, 3 King George Way, Renfrew

Licence No.: TX060

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

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

#### 10 **APPLICATION FOR A LATE HOURS CATERING LICENCE**

There was submitted the undernoted application for the grant of a Late Hours Catering Licence:-

Applicant: Boots UK Limited,

Premises: Unit 5, Glasgow Airport, Renfrewshire

Operating hours: 7 days per week – 11.00 pm to 5.00 am

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

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



## Minute of Meeting

### Education and Children Policy Board

Date	Time	Venue
Thursday, 18 August 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Henry, Convener, presided.

#### IN ATTENDANCE

P Macleod, Director of Children's Services, G McKinlay, Head of Schools, D Hawthorn, Head of Childcare and Criminal Justice, J Trainer, Acting Head of Early Years and Inclusion, L McAllister, Education Manager (Curriculum & Early Years), T McEwan, Education Manager (Planning and Performance) and C Briggs, Educational Psychologist (all Children's Services); and G McLachlan, Senior Finance Manager and E Currie, Senior Committee Services Officer (both Finance & Resources).

#### APOLOGY

Councillor Clark.

#### DECLARATIONS OF INTEREST

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

## 1 REVENUE BUDGET MONITORING

There was submitted a joint report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April to 24 June 2016.

### **DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that since the budget had been approved there had been a number of budget adjustments resulting in a net increase of £102,271 primarily related to adjustments for additional funding releases for Early Years, Education Property and Tackling Poverty and the transfer of Childcare and Criminal Justice budgets from Social Work Resources. The budget increases were partially offset by a number of minor transfers in relation to previous agreed savings, the reallocation of Business Support funding and Corporate Landlord maintenance and the transfer of Leisure Budgets.

## 2 CAPITAL BUDGET MONITORING

There was submitted a report by the Director of Finance & Resources for the service for the period 1 April to 24 June 2016.

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

## 3 CRIMINAL JUSTICE GRANT 2016/17 AND SERVICE UPDATE

There was submitted a report by the Director of Children's Services relative to the criminal justice social work grant 2016/17 for Renfrewshire Council. The Community Justice Services Division of the Scottish Government allocated the grant funding for criminal justice social work to the Community Justice Authorities (CJAs) across Scotland. The grant was ring-fenced funding, in accordance with Section 3 of the Management of Offenders (Scotland) Act 2005.

The report intimated that the Community Justice (Scotland) Act 2016 received Royal Assent on 21 March 2016 with CJAs being disestablished on 31 March 2017. Criminal justice social work would continue to be delivered by local authorities with funding being awarded to local authorities directly as of 1 April 2017.

The indicative grant allowance for criminal justice social work for Renfrewshire for 2016/17 was £3,354,876, representing an increase of £49,950, and a breakdown of the allocation was detailed in the appendix to the report.

The report provided updates in relation to the extension of the Multi-Agency Public Protection Arrangements (MAPPA) to include 'other' offenders; Up2U Building Health Relationships, the evidence based individual programme for criminal justice social workers working with those subject to criminal justice statutory orders who committed domestic abuse; the North Strathclyde Community Justice Authority (NSCJA) Bail Supervision Service for female offenders; the Penal Policy Improvement Project; the criminal justice funding formula and the new model for community justice.

## **DECIDED:**

(a) That the indicative budget allocation of £3,354,876 for criminal justice social work services in Renfrewshire for 2016/17, as detailed in the appendix to the report, be noted; and

(b) That the updates in relation to the extension of MAPPA to include 'other' offenders; Up2U Building Health Relationships, the evidence based individual programme for criminal justice social workers working with those subject to criminal justice statutory orders who committed domestic abuse; the North Strathclyde Community Justice Authority (NSCJA) Bail Supervision Service for female offenders; the Penal Policy Improvement Project, the criminal justice funding formula; and the new model for community justice be noted.

## **4 SCOTTISH ATTAINMENT CHALLENGE**

There was submitted a report by the Director of Children's Services relative to the Scottish Attainment Challenge announced by the Scottish Government in February 2015, the focus of which was to raise attainment for all children and young people and to close the attainment gap between those in the most affluent of backgrounds and those living in the most deprived.

Seven local authorities had been identified in the first phase of the Scottish Government's £100 million fund over a four-year period. Renfrewshire Council was not included in this first phase of funding. In October 2015 this fund was extended to 57 primary schools across Scotland where more than 70% of children were living in Scottish Index of Multiple Deprivation (SIMD) deciles 1 and 2. Five schools in Renfrewshire had been included in this phase of funding and each school had an agreed action plan and was making very good progress towards meeting their short-term targets.

In June 2016 a further announcement was made which increased the fund to a total of £750 million over the next five years and extending the scope to include secondary schools and two further local authorities, East Ayrshire and Renfrewshire Councils. A draft action plan was currently being developed, involving a broad range of stakeholders, for submission to the Scottish Government for review in September 2016.

In addition, an innovation fund had been established and Renfrewshire Council had been successful in securing a total of £275,000 in order to further develop literacy in schools in the 2016/17 academic session.

The report provided an update on the early work undertaken by the five challenge schools in Renfrewshire and the proposals being developed on the key themes of ensuring the quality of learning and teaching was central to improvement and professional learning in relation to pedagogy as a key component of these proposals; extending the scope and pace of the literacy development programme in partnership with the University of Strathclyde; developing effective approaches to improving outcomes in numeracy; further improving health and wellbeing through the extension of evidence-based programmes in resilience and emotional intelligence; extending approaches to recognising the importance of the family and community in learning; and highlighting the key role played by school leadership in implementing cultural change in education.

**DECIDED:**

- (a) That the early progress made by the five challenge schools be noted;
- (b) That the proposals being developed based on the key themes of ensuring the quality of learning and teaching was central to improvement and professional learning in relation to pedagogy as a key component of these proposals; extending the scope and pace of the literacy development programme in partnership with the University of Strathclyde; developing effective approaches to improving outcomes in numeracy; further improving health and wellbeing through the extension of evidence-based programmes in resilience and emotional intelligence; extending approaches to recognising the importance of the family and community in learning; and highlighting the key role played by school leadership in implementing cultural change in education be noted; and
- (c) That a report be submitted to a future meeting of this Board following review of proposals by the Scottish Government.

**5 VALIDATED SELF-EVALUATION OF EDUCATIONAL PSYCHOLOGY SERVICES**

There was submitted a report by the Director of Children's Services relative to the validated self-evaluation of educational psychology undertaken in April 2016 in partnership with Education Scotland.

The report intimated that validated self-assessment was a process where Education Scotland supported and validated an individual service's processes for self-evaluation and improvement and assessed its capacity for further improvement for the benefit of learners. This was not an inspection, however Education Scotland published its findings following completion.

A copy of Education Scotland's report on Renfrewshire Council's education psychology services validated self-evaluation, published on 8 July 2016, formed the appendix to the report.

It was proposed that the Director of Children's Services provide details of the areas for further development identified by Education Scotland and the work undertaken to address these to members of the Board. This was agreed.

**DECIDED:**

- (a) That the positive report by Education Scotland on the education psychology service in Renfrewshire be noted;
- (b) That it be noted that the Principal Psychologist would address the areas for further development identified by Education Scotland as part of the service's improvement plan; and
- (c) That the Director of Children's Services provide details of the areas for further development identified by Education Scotland and the work undertaken to address these to members of the Board.

## 6 **EARLY LEARNING AND CHILDCARE CONSULTATION - WINTER 2015**

There was submitted a report by the Director of Children's Services relative to the duty placed on local authorities by the Children and Young People (Scotland) Act 2014 to consult representative populations of parents and carers on how any mandatory early learning and childcare, day-care and out-of-school care and discretionary services should be made available.

The report intimated that there was a requirement to consult every two years and to publish plans in response to these consultations. The findings of the early learning and childcare consultation carried out during Winter 2015 were detailed in the report and the consultation report formed the appendix to the report.

**DECIDED:** That the findings of the early years and childcare consultation be noted.

## 7 **EDUCATIONAL EXCURSIONS**

There was submitted a report by the Director of Children's Services relative to a proposed new policy on Educational Excursions, a copy of Standard Circular 33: Educational Excursions formed the appendix to the report.

The report intimated that the new policy followed the Scottish Government 'Going Out There' guidance, developed in partnership by the Scottish Government, the Health and Safety Executive, the Scottish Advisory Panel for Outdoor Education, Education Scotland and the Association of the Directors of Education, with input from other partners including voluntary organisations and providers.

The report provided information on the management of risk inherent in educational excursions. It was noted that while organisers of activities could not give guarantees of safety, it was essential that all possible precautions were taken to ensure the welfare of those involved. The Council expected excursion leaders and organisers to take the same degree of care which would be expected of any competent professional or prudent parent.

**DECIDED:**

(a) That the previous policies, Standard Circular 33: Educational Outdoor Activities and Standard Circular 48: Advice for Organising Excursions and Educational Excursions be withdrawn; and

(b) That the new policy, Standard Circular 33: Educational Excursions, which formed the appendix to the report, be approved with effect for excursions due to take place from August 2016.

## 8 **RENFREWSHIRE COUNCIL'S ACCESSIBILITY STRATEGY**

There was submitted a report by the Director of Children's Services relative to Renfrewshire Council's Accessibility Strategy 2016/19, a copy of which formed the appendix to the report.

The report intimated that the accessibility strategy was in place so that the planning and implementation processes of the local authority and children's services met the requirements of sections 1 to 3 of the Education (Disability Strategies and Pupils' Educational Records) Act 2002 and the Equality Act 2010.



It was noted that Renfrewshire Council was committed to greater inclusion of learners with disabilities and was dedicated to ensuring that the curriculum, estate and buildings as well as communication with learners with disabilities and their families were accessible to all.

The updated accessibility strategy 2016/19 was designed to ensure that improvements would continue to be made and that the strategy remained in line with current legislation and national guidance. A range of stakeholders had been involved in reviewing and updating the strategy, including representatives from children's services, corporate landlord, Renfrewshire Access Panel, as well as staff within establishments, learners and their families.

The accessibility strategy contained a three-year action plan which would be monitored on an annual basis through the service's equalities steering group.

**DECIDED:** That the Renfrewshire Council Accessibility Strategy 2016/19 and action plan, which formed the appendix to the report, be approved.

## 9 **CHILDREN'S SERVICES HEALTH AND SAFETY POLICY**

There was submitted a report by the Director of Children's Services relative to the Children's Services Health and Safety Policy.

The report intimated that the policy, a copy of which was appended to the report, had been revised to reflect standard health and safety industry guidance on effective policies which set a clear direction for the service to follow. The policy contributed to business performance and showed a demonstrable commitment to continuous improvement.

**DECIDED:** That the Children's Services Health and Safety Policy be approved.

## 10 **CHILDREN AND YOUNG PEOPLE (SCOTLAND) ACT 2014: SUPREME COURT JUDGEMENT**

Under reference to item 10 of the Minute of the meeting of this Board held on 12 May 2016 there was submitted a report by the Director of Children's Services relative to the Named Person Scheme in terms of the Children and Young People (Scotland) Act 2014.

The report intimated that four charities and three individual parents had challenged aspects of the legislation in relation to the Named Person Scheme focusing on two main areas, the lawfulness of the named person sharing and retaining information in relation to individual children and their families, and that the compulsory appointment of a named person was a breach of the rights of the parents of children under Article 8 of the European Convention on Human Rights (ECHR).

The initial challenge was rejected in the Court of Session and the appellants appealed to the Supreme Court. The Supreme Court announced its judgement on 28 July 2016 and had held that Part 4 of the Act was incompatible with Article 8 of the ECHR. The Supreme Court had proposed that an Order be made to allow the Scottish Government an opportunity to correct this and had given them 42 days to make written submissions on what the terms of this Order should be.

The Scottish Government were assessing what this meant for the timescale of implementation and would continue to progress its preparations for implementation of the Names Person Scheme and related provisions. However, as the Supreme Court found that the aspects of the Act were outwith the legislative competence of the Scottish Parliament, they could not be brought into force.

The named person duties in the Act were due to be effective from 31<sup>st</sup> August 2016. The work being undertaken to implement these duties has been suspended pending the outcome of the Scottish Government response to the Supreme Court.

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

#### 11 **THE ROLE OF THE CHIEF SOCIAL WORK OFFICER - GUIDANCE ISSUED BY SCOTTISH MINISTERS**

There was submitted a report by the Director of Children's Services relative to updated statutory guidance issued by Scottish Ministers on the role of the Chief Social Work Officer (CSWO) in terms of the Social Work (Scotland) Act 1968.

The report intimated that the updated guidance, which formed the appendix to the report, reflected the changes to the manner in which social work services were delivered in terms of the Public Bodies (Joint Working) (Scotland) Act 2014 which allowed the delegation of certain social work functions from the local authority to an integration body. In Renfrewshire the adult social work functions had been delegated to the Renfrewshire Health and Social Care Integration Joint Board and were delivered by the Renfrewshire Health and Social Care Partnership (RHSCP).

The CSWO in Renfrewshire was the Director of Children's Services and he covered both children's services and the adult social work functions now delivered by the RHSCP.

**DECIDED:** That the publication and content of the guidance issued by Scottish Ministers on the role of the Chief Social Work Officer be noted.



## Minute of Meeting

### Paisley North Local Area Committee

Date	Time	Venue
Thursday, 18 August 2016	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### **PRESENT**

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

#### **CHAIR**

Councillor J Sharkey, Convener, presided.

#### **COMMUNITY REPRESENTATIVES**

K McMaster, Environmental Training Team; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents' Association; H Dykes, Paisley East & Whitehaugh Community Council, J Bunton, Paisley North Community Council; M Fernie, Ralston Community Council; W Colquhoun, West End Seniors Forum and O Nadeem, Scottish Youth Parliament.

#### **IN ATTENDANCE**

M Corrigan, Community Resources Enforcement Manager and D McNab, Transportation Manager (both Community Resources); and J Lynch, Head of Property Services (Lead Officer), D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (all Finance & Resources).

#### **APOLOGIES**

Councillor Williams; and J Theodore, Hawkhead & Lochfield Community Council.

#### **DECLARATIONS OF INTEREST**

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

## **ADDITIONAL ITEM**

The Convener intimated that there was an additional item in relation to an application for Local Area Committee (LAC) funding submitted by Twist & Hit Cheerleaders which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 5 of this Minute, was urgent in view of the need to determine the matter timeously authorised its consideration.

### **1 COMMUNITY SAFETY AND PUBLIC PROTECTION**

There was submitted a report by the Director of Community Resources providing a progress update on the activities of the Renfrewshire Community Safety Partnership carried out in the Paisley North LAC area during the period 1 April to 30 June 2016.

The report provided information on Paisley North community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities and a spotlight on Getting it Right for Every Child (GIRFEC).

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

### **2 OPEN SESSION/KEY LOCAL ISSUES**

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

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

### **3 GRANT AWARD FEEDBACK - RAINBOW NURSERY**

There was submitted a report by the Director of Finance & Resources providing an update on the award of £4,740 to Rainbow Nursery to assist in the establishment of a community garden at the nursery.

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

### **4 BUDGET MONITORING**

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2016/17.

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

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

### **5 APPLICATIONS FOR LOCAL AREA COMMITTEE FUNDING**

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

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

### **SINGLE AREA**

St John Ogilvie Primary School Parent Partnership – purchase of books for library – Declined

Spinningdale Residents Association – maintain the estate areas of common ground within the Weavers Avenue/Weavers Road Estate, Paisley – Declined

Twist & Hit Cheerleaders – to train volunteers in tumbling development techniques and provide PVG screening for new coaching volunteers – Awarded £750 subject to confirmation that group operated within Paisley North LAC area

### **MULTI AREA**

Parkrun UK – establishment of a weekly park run session in Linwood – Declined

Alba Thistle AFC – provision of football and keep fit training sessions – Awarded £600

Renfrewshire Women's Aid – assistance towards cost of refuge flats – Declined

## **6 PRESENTATION BY MSYP**

Osama Nadeem gave a presentation to the LAC on the activities undertaken by MSYPs since elected in 2015.

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

## **7 PRESENTATION BY FEIS PHAISLIG**

The Convener intimated that Feis Phaislig would deliver this presentation at the next meeting of the LAC to be held on 10 November 2016.

**DECIDED:** That it be noted that Feis Phaislig would deliver this presentation at the next meeting of the LAC to be held on 10 November 2016.

## **8 DATE OF NEXT MEETING**

**DECIDED:** That it be noted that the next meeting of the Paisley North LAC would be held at 6.00 pm on 10 November 2016 in Renfrewshire House.



## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Tuesday, 23 August 2016	09:30	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

#### **PRESENT**

Councillors Mullin and Noon, and Mrs S Ross, (Lay Representative).

#### **IN ATTENDANCE**

D Briggs, Senior Solicitor (Litigation) and P Shiach, Committee Services Officer (both Finance & Resources).

#### **APPOINTMENT OF CHAIR**

It was noted that a Chairperson required to be appointed at each meeting of the Appeals Panel. Nominations were sought and it was agreed unanimously that Councillor Mullin be appointed Chairperson for this meeting of the Appeals Panel.

**DECIDED:** That Councillor Mullin be appointed as Chairperson for this meeting of the Appeals Panel.

#### **DECLARATIONS OF INTEREST**

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



## **EXCLUSION OF PRESS AND PUBLIC**

The Appeals Panel resolved that the press and public be excluded from the meeting during consideration of the following 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 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

### **1 GRYFFE HIGH SCHOOL - APPEAL AGAINST REFUSAL OF A PLACING REQUEST - GH/16/04**

Consideration was given to an appeal against the refusal of a placing request to Gryffe High School.

E Clements, Senior Solicitor, (Finance & Resources), I Thomson, Education Manager (Estates) (both representing the Education Authority), C Johnstone Headteacher, Gryffe High School and the appellant in relation to G/16/04 were invited into the meeting.

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeal.

E Clements then presented the case for the Education Authority and led evidence from I Thomson and C Johnstone in relation to the circumstances surrounding the refusal of the placing request.

The appellant in relation to appeal G/16/04 then presented her case.

Each side having been given the opportunity to cross-examine and sum up, were thanked for their attendance and left the hearing.

**DECIDED:** That the appeal be determined as follows:-

That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed, and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld.

### **2 TODHOLM PRIMARY SCHOOL - APPEAL AGAINST REFUSAL OF A PLACING REQUEST - PRELIMINARY HEARING**

The Board was advised that the appeal in relation to Todholm Primary School had been withdrawn.

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

## Minute of Meeting

### Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 23 August 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Williams, Convener, presided.

#### IN ATTENDANCE

S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; O Reid, Head of Public Protection, C Dalrymple, Regulatory Enforcement Manager and D Kerr, Service Co-ordination Manager (all Community Resources); F Carlin, Head of Planning & Housing Services (Development & Housing Services); and D Farrell and V Howie, both Finance Business Partners and D Low, Senior Committee Services Officer (all Finance & Resources).

#### ALSO IN ATTENDANCE

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

## **DECLARATIONS OF INTEREST**

Councillor Lawson declared a financial interest in item 14 of the agenda as he was the owner of a property which fell within the Housing Energy Efficiency and Carbon Reduction Programmes 2016/17 and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Councillors E Devine and M Devine declared a financial interest in item 15 of the agenda as a member of their immediate family had been allocated a house which was included within the Director of Development & Housing Services' intimation and indicated their intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

### **1 REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Development & Housing Services for the period 1 April to 24 June 2016.

#### **DECIDED:**

(a) That the budget position be noted: and

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

### **2 CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of the Housing Division of Development & Housing Services for the period 1 April to 24 June 2016.

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

### **3 SCOTTISH FIRE & RESCUE - SCRUTINY REPORT**

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area for the period 1 April to 30 June 2016.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been a reduction in the number of accidental dwelling fires; the total number of all non-fatal fire casualties had increased from 11 in the same period in 2015 to 14 in the current reporting period; the total number of incidents involving deliberate fire raising had increased; the total number of fires in non-domestic premises had also increased; the number of unwanted fire alarm signal incidents had decreased; and the total number of non-fatal road traffic collisions attended by the Service had increased from 8 to 18. The appendix to the report provided a detailed analysis of performance and activities.

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

#### 4 **SCOTTISH FIRE & RESCUE SERVICE STRATEGIC PLAN 2016/19**

There was submitted a report by the Director of Community Resources relative to the Scottish Fire and Rescue Service (SFRS) consultation on its draft Strategic Plan 2016/19.

The draft plan set out SFRS commitments for the next three years and established how the Service would seek to improve community safety, its response and resilience and address inequality while enhancing the wellbeing of the people of Scotland. The report intimated that the final date for submissions to the consultation was 9 August 2016 and the Council response which had been submitted by the Director of Community Resources to meet that deadline was attached as the appendix to the report.

**DECIDED:**

(a) That the consultation on the draft SFRS Strategic Plan 2016/19 be noted;

(b) That the Council's submitted consultation response as detailed in the appendix to the report be homologated.

#### 5 **POLICE SCOTLAND - SCRUTINY REPORT**

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 April to 30 June 2016. The report provided an analysis of key performance indicators for both recorded and detected crime and covered all local police plan priority areas as detailed in the local police plan.

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

#### 6 **ANNUAL REVIEW OF POLICING 2015/16 - SCOTTISH POLICE AUTHORITY**

There was submitted a report by the Director of Community Resources relative to the Scottish Police Authority Annual Review of Policing 2015/16, submitted to the Scottish Parliament in June 2016 and which reported progress against each of the four strategic police priorities.

The report intimated that the four strategic Police Scotland priorities aligned well with agreed local priorities and provided examples of local activities and practice against each priority.

**DECIDED:**

(a) That the publication of the Annual review of Policing 2015/16 by the Scottish Police Authority be noted; and

(b) That the focus of the work of Police Scotland on a range of issues that had direct relevance to Renfrewshire and aligned with the work of the Community Safety Partnership be noted.

## **7 DRAFT STRATEGIC POLICE PRIORITIES FOR SCOTLAND CONSULTATION PAPER - SCOTTISH GOVERNMENT**

There was submitted a report by the Director of Community Resources relative to the consultation published by the Scottish Government on draft Strategic Police Priorities for Scotland.

The report intimated that the draft Strategic Police Priorities for Scotland were focused on six key themes: localism; prevention; response; collaborative working; accountability; and adaptability. The shared priorities would help the Council to progress further activities including the Community Safety Hub, Multi-agency Risk Assessment Coordination and daily tasking. The final date for submissions to the consultation was 16 August 2016 and the Council response which had been submitted by the Director of Community Resources to meet that deadline was attached as the appendix to the report.

### **DECIDED:**

(a) That the consultation on draft strategic police priorities carried out by the Scottish Government be noted;

(b) That the Council's submitted consultation response as detailed in the appendix to the report be homologated; and

(c) That it be noted that a copy of the consultation response would be submitted for information to the Safer and Stronger Thematic Board on 30 August 2016.

## **8 POLICE SCOTLAND - COUNTER CORRUPTION UNIT ASSURANCE REVIEW (HMICS)**

There was submitted a report by the Director of Community Resources relative to the publication by HMICS of an Assurance Review of Police Scotland's Counter Corruption Unit.

The report intimated that the review had identified 39 actions to be taken forward by Police Scotland, primarily relating to the organisational structures, governance and operating procedures that either were or should be in place within Police Scotland. Three specific actions were highlighted in the report which would impact on the ongoing partnership working between the Council and Police Scotland.

### **DECIDED:**

(a) That the HMICS Assurance Review of the Police Counter Corruption Unit published on 27 June 2016 be noted; and

(b) That the three recommendations that had a particular relevance to the ongoing work of the Community Safety Partnership as detailed in section 3 of the report be noted.

## 9 **PUBLIC PROTECTION, OPERATIONAL UPDATE**

There was submitted an update report by the Director of Community Resources relative to recent activities carried out in relation to public protection including information on environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and the development of the Community Safety Hub and Integrated Control Room.

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

## **SEDERUNT**

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

## 10 **SCOTTISH SOCIAL HOUSING CHARTER - ANNUAL RETURN 2015/16**

There was submitted a report by the Director of Development & Housing Services relative to the Scottish Social Housing Charter annual return for 2015/16, a copy of which was appended to the report.

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

**DECIDED:** That the outturn report on the Scottish Social Housing Charter 2015/16, as detailed in the appendix to the report, be noted.

## 11 **REVIEW OF THE SCOTTISH SOCIAL HOUSING CHARTER - A CONSULTATION**

There was submitted a report by the Director of Development & Housing Services relative to a consultation paper issued by the Scottish Government inviting comments on the current Scottish Social Housing Charter. A proposed Council response to the consultation was appended to the report.

**DECIDED:** That the Director of Development & Housing Services be authorised to submit the response attached as the appendix to the report to the Scottish Government in relation to the Consultation on the Review of the Scottish Social Housing Charter.

## 12 **DRAFT STRATEGIC HOUSING INVESTMENT PLAN 2017/18 - 2021/22**

There was submitted a report by the Director of Development & Housing Services relative to the Strategic Housing Investment Programme for 2017/18 - 2021/22.

The report stated that the Council required to submit to the Scottish Government every two years, a Strategic Housing Investment Plan (SHIP). The draft SHIP, which was attached as Appendix 1 to the report, updated the previous SHIP taking account of recent progress on new build sites, new SHIP guidance issued by the Scottish Government during July 2016 and new increased funding allocations to support the Affordable Housing Supply Programme and the national target of 50,000 new affordable homes over the next five years.

The report also detailed the future Resource Planning Assumption (RPA) for the period 2016/17 as £11.521 million and provided advice on RPAs for the five-year period to 2021/22.

Appendix 2 to the report provided details of all projects in the SHIP programme and Appendix 3 provided details of affordable housing completions over the last five years.

**DECIDED:** That the Director of Development and Housing Services be authorised to consult on the draft SHIP 2017/18 to 2021/22, attached as Appendix 1 to the report, and report the outcome to the meeting of this Policy Board to be held in November 2016.

### 13 **CUSTOMER ENGAGEMENT FOR HOUSING ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Development & Housing Services relative to the Customer Engagement for Housing Annual Report 2015/16. A copy of the Annual report was appended to the report.

**DECIDED:** That the Customer Engagement Annual Report 2015/16 be noted.

### **DECLARATION OF INTEREST**

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

### 14 **HOUSING ENERGY EFFICIENCY AND CARBON REDUCTION PROGRAMMES: 2016/17 UPDATE**

There was submitted a report by the Director of Development & Housing Services relative to the outcome of the application to the Scottish Government for resources under the 2016/17 Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPS:ABS) together with details of the development of the programme.

The report intimated that Renfrewshire's core allocation for 2016/17 of £1,185,582 was confirmed by the Scottish Government in March 2016. The Council was required to submit schemes for consideration for this core allocation and the Scottish Government confirmed the allocation of £1,185,582 for HEEPS:ABS projects in June 2016.

The appendix to the report detailed three potential phases of HEEPS:ABS work in 2016/17. The report proposed that the next phase of works, Phase 4, would be funded by HEEPS:ABS; Phase 5 would be partially funded by HEEPS:ABS with a contribution of £260,000 HRA capital funding to allow the completion of all Council-owned properties within the project area; and Phase 6 would require additional HEEPS:ABS funding to allow the completion of all privately-owned properties within this phase.

### **DECIDED:**

(a) That it be noted that funding of £1,185,582 had been awarded for qualifying projects within the Renfrewshire Council area for 2016/17 under the HEEPS:ABS programme and that the Director of Development & Housing Services be authorised to oversee delivery and operational management of the programme; and



(b) That the Director of Development & Housing Services be authorised to utilise £260,000 HRA capital funding to allow the completion of all Council-owned properties within the project area.

## **DECLARATIONS OF INTEREST**

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

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

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

Address: 5D Gallowhill Court, Gallowhill

Size: One bedroom

Allocated to: Son of employee

Address: 127 1/3 George Street, Paisley

Size: Two bedroom

Allocated to: Sister of employee

Address: 13E Speirsfield Court, Paisley

Size: Two bedroom

Allocated to: Sister of employee

Address: 16 Cairngorm Crescent, Glenburn, Paisley

Size: Three bedroom

Allocated to: Daughter of elected members

## **SEDERUNT**

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **16 BUILDING SERVICES TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the financial position of Building Services as at 24 June 2016.



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

## Minute of Meeting

### Planning & Property Policy Board

Date	Time	Venue
Tuesday, 23 August 2016	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### **PRESENT**

Councillors B Brown, Caldwell, E Devine, Andy Doig, Audrey Doig, Gilmour, Glen, Hood, J MacLaren, McGurk, Murrin, Nicolson, Perrie and M Sharkey.

#### **CHAIR**

Councillor B Brown, Convener, presided.

#### **IN ATTENDANCE**

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager and S Marklow, Assistant Manager - Policy (all Development & Housing Services); D McLavin, Senior Press & Media Relations Officer (Chief Executive's); C Dalrymple, Regulatory & Enforcement Manager (Community Resources); and J Lynch, Head of Property Services, V Howie, Finance Business Partner, F Hughes, Asset Manager, N Young, Assistant Managing Solicitor (Litigation and Advice) and K Brown, Committee Services Officer (all Finance & Resources).

#### **ALSO IN ATTENDANCE FOR THE PRE-DETERMINATION HEARINGS**

Planning Application 16/0139/PP:

C Graham (representing Miller Developments Limited).

Planning Application 16/0291/PP:

R Morgan (representing Gladman Development Limited), T Fulton (representing Bridge of Weir Community Council) and L Taylor.

#### **DECLARATIONS OF INTEREST**

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

## 1 PRE-DETERMINATION HEARING

The Convener invited the Head of Planning & Housing Services to provide an overview of the purpose of the pre-determination hearing and the procedure to be followed. The Head of Planning & Housing Services advised that the purpose of the pre-determination hearing was to hear from the applicant and objectors in relation to the above application, as it was considered a major development which was significantly contrary to the development plan. It was noted that it was a mandatory requirement under section 38A of the Planning etc (Scotland) Act 2006 and the related Development Management Regulations to hold a pre-determination hearing for such applications.

The Head of Planning & Housing Services referred to the procedure for conducting the hearing, a copy of which had been included with the agenda for the meeting, and explained the order in which the parties would be heard. He reminded elected members present that they should not express any views on the application, which would be submitted to a future meeting of the Council.

### (a) PRE-DETERMINATION HEARING - LAND AT 144 HAWKHEAD ROAD, PAISLEY PLANNING APPLICATION REFERENCE 16/0139/PP – MILLER DEVELOPMENTS LIMITED: LAND AT 144 HAWKHEAD ROAD, PAISLEY - ERECTION OF RESIDENTIAL DEVELOPMENT WITH ASSOCIATED REMEDIATION/ENABLING WORKS AND FORMATION OF VEHICULAR ACCESS.

There was submitted a report by the Director of Development & Housing Services in summary of the application.

The Convener invited the applicant to make his representations on the application to the Board. The elected members were then given the opportunity to ask questions on factual matters or to seek guidance.

The Convener thanked everyone for their participation in the hearing.

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

### (b) PRE-DETERMINATION HEARING - LAND TO THE NORTH EAST OF STRATHGRYFFE CRESCENT, GRYFFE CASTLE, BRIDGE OF WEIR PLANNING APPLICATION REFERENCE 16/0291/PP – GLADMAN DEVELOPMENTS LIMITED: LAND TO THE NORTH EAST OF STRATHGRYFFE CRESCENT, GRYFFE CASTLE, BRIDGE OF WEIR – ERECTION OF RESIDENTIAL DEVELOPMENT INCLUDING FORMATION OF VEHICULAR ACCESS, OPEN SPACE AND LANDSCAPING, PROVISION OF SUSTAINABLE URBAN DRAINAGE (SUDS) AND ASSOCIATED ENGINEERING WORKS.

There was submitted a report by the Director of Development & Housing Services in summary of the application.

The Convener invited the applicant and then the other parties to make their representations on the application to the Board. The applicant was given an opportunity to respond to the points raised during the representations and the elected members were given the opportunity to ask questions on factual matters or to seek guidance.

The Convener thanked everyone for their participation in the hearing.

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

## 2 **REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Community Resources and Development & Housing Services for the Planning and Property & Construction Services Divisions for the period 1 April to 24 June 2016.

**DECIDED:**

(a) That the budget position be noted; and

(b) That it be noted that there had been net budget realignments of £1,008,418 processed since the budget was approved which primarily related to transfers to corporate landlord for Education Services and lighting maintenance from Community Resources.

## 3 **CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the Planning Service and Corporate Projects (Property) Divisions for the period 1 April to 24 June 2016.

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

## 4 **8 COLLIER STREET, JOHNSTONE**

There was submitted a report by the Director of Finance & Resources seeking authority to grant a five-year full repairing and insuring lease of the property at 8 Collier Street, Johnstone to Beau Ami Hair and Beauty Limited on the basis of the terms and conditions detailed within the report.

**DECIDED:** That it be agreed to grant a five-year full repairing and insuring lease of the property at 8 Collier Street, Johnstone to Beau Ami Hair and Beauty Limited on the basis of the terms and conditions detailed within the report.

## 5 **LEASE REQUEST - 5/1 HIGH STREET**

There was submitted a report by the Director of Finance & Resources seeking authority to grant a lease of nine years to the existing tenant of 5/1 High Street, Johnstone.

**DECIDED:**

(a) That it be agreed to grant a nine-year lease to the existing tenant, Mr Neil Murray, of the subject property on the basis of the terms and conditions detailed within the report; and

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

**6 FORMER FOXBAR CIVIC AMENITY SITE, LEITCHLAND ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking authority to conclude a lease of the former Foxbar Civic Amenity Site, Leitchland Road, Paisley to Mr Sam Crawley.

**DECIDED:** That the Heads of Property Services and Corporate Governance be authorised to conclude a lease of the former Foxbar Civic Amenity Site, Leitchland Road, Paisley on the basis of the main terms and conditions detailed within the report.

**7 LEASE RENEWAL - GLASGOW AND THE CLYDE VALLEY STRATEGIC DEVELOPMENT PLANNING AUTHORITY (CLYDEPLAN)**

There was submitted a report by the Director of Finance & Resources seeking authority to conclude a lease extension of the premises at 125 West Regent Street, Glasgow (the Premises) for the Glasgow and the Clyde Valley Strategic Development Planning Authority (GCVSDPA).

The report intimated that Renfrewshire Council, as the lead authority for the GCVSDPA maintained a lease of premises at 125 West Regent Street, Glasgow, extending to 242 sqm or thereby with one parking space, as operational offices for that group. For continuation of the service, the lease was proposed to be extended for a term of three years, with the Tenant only ability to terminate the extended lease at the end of the first year of the extended lease period.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to conclude a lease extension for the Premises on the basis of the provisional terms and conditions detailed within the report and subject to such other conditions as may be considered necessary by the Heads of Corporate Governance and Property Services; and

(b) That it be noted that the GCVSDPA Joint Committee would be asked to approve the continuation of the service at this location at its Committee meeting on the 12 September 2016.

**8 GLENBURN RESOURCE CENTRE, 91 DONALDSWOOD ROAD, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking consent to grant a lease of the Glenburn Resource Centre, 91 Donaldswood Road, Paisley to Glenburn Resource Centre Limited for the purpose of providing a community and information centre with associated cafe.

**DECIDED:**

(a) That it be agreed to grant a lease of Glenburn Resource Centre to Glenburn Resource Centre Limited for a period of 20 years on the basis of the terms and conditions detailed within the report; and

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

**9 BRIDGEWATER, ERSKINE SITES 4A & 4B - PROPOSED DISPOSAL/OPTION AGREEMENT**

There was submitted a report by the Director of Finance & Resources seeking approval to dispose of site 4A and grant a three-year option to purchase site 4B, as indicated on plan E2495, to Tom Wylie and on the basis on the terms and conditions detailed within the report.

**DECIDED:**

(a) That the Heads of Property Services and Corporate Governance be authorised to conclude the disposal of site 4A to the applicant, subject to the terms and conditions detailed within the report and any other terms and conditions considered necessary by the Heads of Property Services and Corporate Governance in order to protect the Council's interests;

(b) That it be agreed to grant an option to purchase site 4B, the land shown on plan E2495, in favour of Tom Wylie for a period of three years from the date of conclusion of formal legal documentation on the basis of the terms and conditions detailed within the report; and

(c) That it be noted that the Board could anticipate that it would be asked to consider a future planning application for this site from Tom Wylie or his agents at a later date.

**10 ARDGRYFFE FOOTBALL PARK HOUSTON - PROPOSED LEASE TO HOUSTON UNITED**

There was submitted a report by the Director of Finance & Resources seeking authority to lease the football park at Ardgryffe Park, Houston along with an ancillary area for proposed changing facilities to Houston United on the basis of the terms and conditions detailed within the report.

**DECIDED:**

(a) That the Heads of Property Services and Corporate Governance be authorised to conclude a lease of Ardgryffe football park with an additional area for changing facilities with Houston United, subject to the terms and conditions detailed within the report and any other terms and conditions considered necessary by the Heads of Property Services and Corporate Governance in order to protect the Council's interests;

(b) That it be noted that the proposed lease plan would be amended to reflect the area set aside for the proposed changing facilities, which exact location had as yet not been determined;

(c) That the Head of Planning & Housing be authorised to advertise the potential lease of an open space area in terms of the Town & Country Planning (Scotland) 1959 Act; and

(d) That it be noted that the Board could anticipate that it would be asked to consider a future planning application for this site from Houston United or their agents at a later date.

## 11 **LAND AT EAST LANE, PAISLEY**

There was submitted a report by the Director of Finance & Resources seeking authority to dispose of land at East Lane, Paisley to the Council's sitting tenant, Ingram Brothers Limited, on the basis of the terms and conditions detailed within the report.

### **DECIDED:**

(a) That the Heads of Property Services and Corporate Governance be authorised to conclude the disposal of land at East Lane, Paisley, as shown shaded on the plan appended to the report, to Ingram Brothers Limited and subject to the terms and conditions detailed within the report;

(b) That it be agreed to grant an option to purchase the area of land at East Lane, Paisley, as shown hatched on the plan appended to the report, in favour of Ingram Brothers Limited, and subject to the terms and conditions detailed within the report; and

(c) That it be agreed that both the shaded and hatched areas of ground, as detailed on the plan appended to the report, be declared surplus to requirements in order to progress the proposed disposals to Ingram Brothers Limited.

## 12 **DISPOSAL OF SITE OF FORMER STEWART HOUSE, GLENDEE ROAD, RENFREW**

Under reference to item 13 (b) of the Minute of the meeting of the Board held on 12 May 2015, there was submitted a report by the Director of Finance & Resources relative to the ongoing negotiations to adjust the offer price for the sale of the site of the Former Stewart House, Glendee Road, Renfrew and seeking approval of the final purchase price to allow the sale to be concluded.

The report intimated that the Board at its meeting on 12 May 2015 considered the offer submitted for the purchase of the site and agreed to accept the offer submitted on behalf of Miller Homes Limited, as their offer was the most suitable in terms of the offer price and also in terms of the number of housing units proposed at the site. Miller Homes Limited had undertaken the required site investigations to allow them to finalise development proposals for the site. During discussions with Miller Homes Limited it was identified that a secondary access would be beneficial to the site to assist with the development outcome proposed. The access proposed was identified as Area 1 on plan E2409, a copy of which was appended to the report, held separately within the Housing Revenue Account (HRA). It was considered appropriate to pro-rata the sale value achieved based on respective site areas as proportions of the overall sale site area, therefore the HRA would be credited by an amount of £47,385 representing 3.9% of the land total and the sale price.

The report highlighted that discussions between Miller Homes Limited and Property Services had resulted in a provisional agreement being reached as to the extraordinary development costs associated with the suspensive conditions to be included in the missives of the sale. The Council's Engineers considered the submission by Miller Homes Limited and were satisfied that the reduction sought was fair and reasonable given the information provided from the ground condition reports. In recognition of the difficulties presented in progressing a development by



the purchaser, a function of both previous historic uses and the topography of the site, confirmed by the existing condition reports provided to the Council by the purchaser, it was proposed that the original offer price of £1,815,000 be adjusted to £1,215,000 to reflect abnormal site development costs and current market appraisal.

**DECIDED:** That the Head of Corporate Governance be authorised to conclude the sale of the site to Miller Homes Limited at the revised purchase prices as detailed within the report.

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

Under reference to item 13 of the Minute of the meeting of the Board held on 26 January 2016, there was submitted a report by the Director of Development & Housing Services seeking approval of the Renfrewshire Outdoor Access Strategy 2016 – ‘Outdoors for You’, which had been finalised following an eight week public consultation period. A copy of the Strategy was appended to the report.

**DECIDED:** That the Outdoors Access Strategy 2016/21 – ‘Outdoors for You’, as detailed in the appendix to the report, be approved.

### 14 **PLANNING APPLICATION 13/0049/PP: BRAEHEAD**

Under reference to item 11 of the Minute of the meeting of the Board held on 15 March 2016, there was submitted a report by the Director of Development & Housing Services relative to Scottish Ministers' feedback in relation to planning application 13/0049/PP.

The report intimated that at its meeting on 15 March 2016, the Board considered a planning application for a mixed use development at Braehead, Kings Inch Drive/Kings Inch Road, Renfrew and determined that it was disposed to grant planning permission, subject to the application being referred to Scottish Ministers as a result of objections from two adjoining planning authorities. Scottish Ministers had responded advising that it was not Scottish Ministers' intention to intervene in this application and that the Council was authorised to deal with the application in the manner it thought fit. A Decision Notice, granting planning permission in principle and subject to conditions was issued dated 16 June 2016.

**DECIDED:** That it be noted that following the advice from Scottish Ministers the decision of the Board to grant planning permission in principle, subject to conditions for application 13/0049/PP, had been implemented.

### 15 **RENFREWSHIRE PLANNING PERFORMANCE FRAMEWORK 2015/16**

There was submitted a report by the Director of Development & Housing Services relative to the submission of the fifth Renfrewshire Planning Performance Framework to the Scottish Government. A copy of the Framework was appended to the report.

**DECIDED:** That it be noted that the Renfrewshire Planning Performance Framework 2015/16, as set out in the appendix to the report, had been submitted to the Scottish Government on 29 July 2016.



## 16 REVIEW OF FEES FOR HIGH HEDGE APPLICATIONS

Under reference to item 25 of the Minute of the meeting of the Council held on 28 April 2016, there was submitted a report by the Director of Development & Housing Services relative to a review of the high hedge application fees and the assessment process.

The report intimated that each local authority was required to set a fee for dealing with a high hedge application and a survey had been undertaken of other local authorities in Scotland, the results of which were detailed in Appendix 2 to the report. The fees varied from the lowest at £192 and the highest at £500, with the fee for Renfrewshire set at £401, which was representative of the average fee charged. Local authorities could also vary or refund fees in certain circumstances where the applicant was in receipt of a low income, if the application was dismissed or if the application related to multiple hedges. Renfrewshire Council already operated a variation in relation to the latter two categories, similar to a small number of other authorities. In order to ensure that Renfrewshire residents who were on a low or fixed income were not unreasonably denied access to the High Hedge legislation, it was considered appropriate to apply a concessionary rate of 25% of the normal fee to those applicants who could demonstrate they were in receipt of a means tested benefit, such as guaranteed pension credit, income support, jobseekers allowance, income-related employment and support allowance, council tax reduction, housing benefit and working tax credits.

The report highlighted that Renfrewshire Council's current guidance stated that on receipt of an enquiry, officers would visit the site and would offer general advice as to whether or not a hedge was likely to fall within the scope of the Act and the statutory definition of a 'high hedge'. Appendix 2 to the report indicated that one local authority was known to offer a 'pre-application advice' service and this was charged at a rate of £80. The authority made clear that this service was only intended to advise on whether an application could be accepted, not whether a notice was likely to be served. This was not dissimilar to the approach that Renfrewshire Council already adopted, in that advice was given, on a non-chargeable basis, but was limited to whether an application could be accepted. There was no evidence to support the introduction of a 'free pre-application' service which would offer more than was currently provided and crucially which would avoid the perception of bias being introduced into the early stages of the formal process.

Councillor B Brown, seconded by Councillor Gilmour, moved:

(a) That the High Hedge guidance and fee structure, as detailed in Appendix 1 to the report, be approved; and

(b) That it be noted that officers would continue, on a non-chargeable basis, to inspect alleged 'nuisance' trees on site in advance of a formal application and offer general advice on the circumstances where the High Hedges (Scotland) Act 2013 may offer a route for independent adjudication/arbitration.

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

Approve the High Hedge Guidance and the fee structure attached as Appendix 1 to this report with the following amendments:

That the fee be set at £200.

That the guidance be amended to specifically refer to the availability of pre-inspection and the non chargeable basis in advance of any formal application being submitted.

Dismissed applications to receive a 75% refund.

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

The following members voted for the motion: Councillors B Brown, Caldwell, E Devine, Gilmour, Glen, Hood, J MacLaren and Murrin.

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

**DECIDED:**

(a) That the High Hedge guidance and fee structure, as detailed in Appendix 1 to the report, be approved; and

(b) That it be noted that officers would continue, on a non-chargeable basis, to inspect alleged 'nuisance' trees on site in advance of a formal application and offer general advice on the circumstances where the High Hedges (Scotland) Act 2013 may offer a route for independent adjudication/arbitration.

**17 PROPOSAL OF APPLICATION NOTICES**

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

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

**18 PLANNING APPLICATIONS**

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

**(a) 16/0083/PP – WARD 2: VARY/DELETE CONDITION(S) OF PLANNING CONSENT: ERECTION OF RESIDENTIAL DEVELOPMENT (IN PRINCIPLE). SECTION 42 APPLICATION TO DELETE CONDITIONS 1 AND 2 OF PLANNING PERMISSION 13/0154/PP: 95 WRIGHT STREET, RENFREW, PA4 8AN: FORFARMERS UK, HOUSTON BOTTLING & CO-PACK LTD AND PETER REID**

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

**(b) 16/0318/LB – WARD 3: LISTED BUILDING CONSENT: ERECTION OF TWO STOREY EXTENSION TO WESTERN ELEVATION (RENEWAL OF LISTED BUILDING CONSENT 13/0156/LB): MAIN BUILDING, PAISLEY ABBEY, ABBEY CLOSE, PAISLEY, PA1 1JG: PAISLEY ABBEY KIRK SESSION**

**DECIDED:** That the application be granted subject to the conditions and reasons

detailed within the report.

**(c) 16/0322/PP – WARD 3: FULL PLANNING PERMISSION: ERECTION OF TWO STOREY EXTENSION TO WESTERN ELEVATION (RENEWAL OF PLANNING APPROVAL 13/0155/PP): MAIN BUILDING, PAISLEY ABBEY, ABBEY CLOSE, PAISLEY, PA1 1JG: PAISLEY ABBEY KIRK SESSION**

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

**(d) 16/0350/PP – WARD 11: PLANNING PERMISSION: DEMOLITION OF TWO PRIMARY SCHOOLS AND ERECTION JOINT CAMPUS PRIMARY SCHOOL AND NURSERY: BARGARRAN PRIMARY SCHOOL AND ST JOHN BOSCO PRIMARY SCHOOL, BARRHILL ROAD, ERSKINE: RENFREWSHIRE COUNCIL**

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following 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 6 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

### **19 LAND AT RIVERSIDE, BRIDGEWATER, ERSKINE - PROPOSED DISPOSAL**

There was submitted a report by the Director of Finance & Resources seeking consent to grant a two-year option to purchase the land indicated on the plan (E2494) appended to the report on the basis of the terms and conditions detailed within the report.

Councillor B Brown, seconded by Councillor Gilmour, moved:

(a) That it be agreed to grant an option to purchase the land as detailed on the plan (E2494) appended to the report to the applicant for a period of two years from the date of conclusion of formal legal documentation on the basis of the terms and conditions detailed within the report;

(b) That the Heads of Property Services and Corporate Governance be authorised to conclude a disposal to the applicant within the option period, subject to the terms and conditions detailed within the report and any other terms and conditions considered necessary by the Heads of Property Services and Corporate Governance to protect the Council's interests; and

(c) That it be noted that the Board could anticipate that it would be asked to consider a future planning application for this site from the applicant or their agents at a later date.

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

That the application to grant an option to purchase the land as detailed on the plan (E2494) be refused.

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

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

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

**DECIDED:**

(a) That it be agreed to grant an option to purchase the land as detailed on the plan (E2494) appended to the report to the applicant for a period of two years from the date of conclusion of formal legal documentation on the basis of the terms and conditions detailed within the report;

(b) That the Heads of Property Services and Corporate Governance be authorised to conclude a disposal to the applicant within the option period, subject to the terms and conditions detailed within the report and any other terms and conditions considered necessary by the Heads of Property Services and Corporate Governance to protect the Council's interests; and

(c) That it be noted that the Board could anticipate that it would be asked to consider a future planning application for this site from the applicant or their agents at a later date.



## Minute of Meeting

### Paisley South Local Area Committee

Date	Time	Venue
Tuesday, 23 August 2016	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### **PRESENT**

Councillors E Devine, Glen, Mack, Henry and McCartin.

#### **CHAIR**

Councillor Glen, Convener, presided.

#### **COMMUNITY REPRESENTATIVES**

C Mitchell, Charleston Tenants' & Residents' Association; S McLean, Glenburn Community Forum; J Creighton, Glenburn Tenants' & Residents' Association; J McQuade, Renfrewshire Visually Impaired Forum; O Nadeem, Scottish Youth Parliament; and E McWaters, Hawkhead & Lochfield Community Council.

#### **COMMUNITY PLANNING PARTNER**

Inspector T Harkins, Police Scotland.

#### **IT ATTENDANCE**

J Trainer, Acting Head of Early Years and Inclusion (Children's Services) (Lead Officer); C Dalrymple, Regulatory Enforcement Manager and C Robertson, Warden Services Manager (both Community Resources); and D Low, Senior Committee Services Officer (LACs) and E Currie, Senior Committee Services Officer (both Finance & Resources).

#### **APOLOGIES**

Councillors Cameron, M Macmillan and McGurk; and H Muir, Foxbar Resource Centre; and D Polson, Greater Foxbar Community Building.

#### **DECLARATIONS OF INTEREST**

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

## 1 **COMMUNITY SAFETY AND PUBLIC PROTECTION, PROGRESS UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on the activities of the Renfrewshire Community Safety Partnership carried out in the Paisley South Local Area Committee (LAC) area during the period 1 April to 30 June 2016.

The report provided information on Paisley South community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities and a spotlight on Getting it Right for Every Child (GIRFEC).

It was proposed (a) that a report on the work undertaken by agencies to tackle domestic violence be submitted to the next meeting of this LAC; (b) that details on the conviction rate for domestic violence offences be submitted to the next meeting of this LAC; and (c) that a report be submitted to the next meeting of this LAC detailing the issues encountered at the former Royal Alexandra Infirmary (RAI), Paisley site and how these could be resolved while highlighting obstacles to progress. This was agreed.

### **DECIDED:**

(a) That a report on the work undertaken by agencies to tackle domestic violence be submitted to the next meeting of this LAC;

(b) That details on the conviction rate for domestic violence offences be submitted to the next meeting of this LAC;

(c) That a report be submitted to the next meeting of this LAC detailing the issues encountered at the former RAI site and how these could be resolved while highlighting obstacles to progress; and

(d) That the report otherwise be noted.

## 2 **OPEN SESSION/ KEY LOCAL ISSUES**

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

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

## 3 **GRANT AWARD FEEDBACK**

There was submitted a report by the Director of Finance & Resources providing an update on grant awards made to Renfrewshire Environmental and Regeneration Group, Food Train, Phoenix Flyers Dog Agility Club and Parkrun UK and detailing the progress made by each project.

It was proposed that further reports on successful grant applications be submitted to future meetings of the LAC with specific reference to the award made to the Coats Memorial Church, proposing that a progress report on the award made to the church be submitted to the next meeting of this LAC. This was agreed.

**DECIDED:**

(a) That a progress report on the award made to the Coats Memorial Church be submitted to the next meeting of this LAC; and

(b) That the report be otherwise noted.

**4 BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2016/17.

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

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

**5 DATE OF NEXT MEETING**

**DECIDED:** That it be noted that the next meeting of the Paisley South LAC would be held at 6.00 pm on 15 November 2016 in Renfrewshire House.





## Minute of Meeting

### Environment Policy Board

Date	Time	Venue
Wednesday, 24 August 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor E Devine, Convener, presided.

#### IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Amenity Services, D Gillies, Head of Facilities Management, O Reid, Head of Public Protection, K Carr, Site Services Manager, G Hannah, Strategic Change Manager, Services, D Kerr, Service Co-ordination Manager, K MacLeod, Waste Services Manager, K Markwick, Amenity Services Manager - Roads & Transportation, A McNab, Transportation Manager and E Scott, Building Services Manager (all Community Resources); and D Farrell, Finance Business Partner and D Low, Senior Committee Services Officer (both Finance & Resources).

#### DECLARATIONS OF INTEREST

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

## 1 REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Community Resources for the period 1 April to 24 June 2016.

### **DECIDED:**

(a) That the budget position be noted: and

(b) That it be noted that there had been net budget realignments of £856,311 processed since the last report related to the transfer of lighting maintenance to Corporate Landlord, partially offset by the transfer of recreational facilities to Renfrewshire Leisure.

## 2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 24 June 2016.

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

## 3 OPERATIONAL PERFORMANCE REPORT

There was submitted an update report by the Director of Community Resources relative to the services and key projects delivered by Community Resources during the period 1 April to 24 June 2016.

The report included updates in relation to the Renfrewshire Community Safety Partnership; Regulatory Services; Amenity Services – Waste; Amenity Services – Streetscene & Land Services; Amenity Services – Roads & Transportation (Fleet and Infrastructure); Facilities Management; performance indicators and benchmarking targets; and quality training and development.

Councillor E Devine, seconded by Councillor Gilmour, moved that the report be noted.

Councillor McGurk, seconded by Councillor Nicolson, moved as an amendment that the Board notes the report with the exception of 6.2 Changes to Household Waste Recycling Centre.

This Board accepts and agrees that the changes to this service by this Labour administration have been an unmitigated disaster. It therefore instructs the Convener in discussion with the relevant officers to bring forward proposals immediately to revert to the service offered to the residents of Renfrewshire by the previous SNP/Lib Dem administration.

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

The following members voted for the motion: Councillors Bibby, Caldwell, E Devine, M Devine, Gilmour, Provost Hall and Councillors I McMillan and Murrin.

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

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

#### 4 **PUBLIC PROTECTION SERVICE OPERATIONAL PLAN 2016/19**

There was submitted a report by the Director of Community Resources relative to Public Protection Service's Operational Service Plan 2016/19. A copy of the Service Plan was attached to the report.

The key responsibilities detailed in the Service Plan included business regulation; environmental improvements; trading standards and licensing; civil contingencies; and Renfrewshire Community Safety Partnership. The statutory Business Regulation Service Plan 2016/17 for food safety enforcement and health and safety enforcement was appended to the Operational Service Plan.

**DECIDED:** That the Public Protection Service's Operational Service Plan 2016/19, incorporating the statutory Business Regulation Service Plan 2016/17 for food safety enforcement and health and safety enforcement be noted.

#### 5 **RENFREWSHIRE'S LOCAL AIR QUALITY MANAGEMENT (DECLARATION OF AIR QUALITY MANAGEMENT AREAS & REVIEW OF PERFORMANCE INDICATOR FOR REPORTING ON AIR QUALITY) & ESTABLISHMENT OF ENVIRONMENTAL QUALITY MANAGEMENT AREAS**

There was submitted a report by the Director of Community Resources relative to the review and assessment of air quality in Renfrewshire as required in terms of the Environment Act 1995.

The report intimated that Air Quality Management Areas had to be declared where air quality assessments confirmed that statutory levels had been exceeded. The Council's most recent air quality reports detailing monitoring and modelling work undertaken in 2014/15 had been reported to this Board on 27 January 2016 and had confirmed that air quality objective levels had been exceeded at Johnstone High Street and Renfrew town centre. Appendix 1 to the report provided details of the options considered for the establishment of wider or multiple Air Quality Management Areas within Renfrewshire together with an assessment of each option.

The report proposed that two new Air Quality Management Areas be created within Renfrewshire, in Johnstone and Renfrew. This recommendation took into account the different issues impacting on air quality within each area and the potential that this approach provided to enable the Council to develop individual Air Quality Action Plans that could address specifically the different issues in a focused way. Following Board approval, the Air Quality Management Areas would be designated by means of Orders, copies of which were attached as Appendix 2 to the report.

The report highlighted the need to review the Council's air quality performance indicators within the Community Resources Service Improvement Plan and Community Plan Local Outcome Indicator Plan. The Council had one existing Air Quality Management Area covering Paisley town centre and a performance indicator related to maintaining or reducing this number. This target was no longer an accurate measure of progress in improving air quality in areas where air quality objective levels had been exceeded and the report suggested that this be updated and replaced with a range of improved measures being developed that would allow the Council to more accurately reflect its progress in tackling air quality. Other existing performance indicators would be retained in addition to the introduction of a new indicator concerning particulate matter (PM10).

Councillor E Devine, seconded by Councillor Gilmour, moved that the options for the declaration of Air Quality Management Areas within Renfrewshire, as detailed in Appendix 1 to the report, be noted; that the Air Quality Management Area Orders for each area of exceedance, as detailed within Appendix 2 to the report, be approved; that the review of air quality performance indicators be noted and that the recommendation to remove the performance indicator relating to maintaining or reducing the number of Air Quality Management Areas, retaining the other existing performance indicators and introducing a new performance indicator concerning particulate matter (PM10) be approved; and that the proposal to develop quality management areas for a range of environmental issues based on evidence of need be approved.

Councillor Audrey Doig, seconded by Councillor McGurk, moved as an amendment that an additional recommendation be added to paragraph 2.1 of the report:

"Council notes the standing policy of Renfrewshire Council that it will work with Johnstone Community Council, and the Johnstone Business Consortium, to develop solutions to the traffic management issues in Johnstone town centre, which are a major contributor to poor air quality in Johnstone High Street.

Council regrets the lack of action by the administration on this crucial issue for residents and businesses alike, and calls on options for a traffic management scheme in Johnstone Town centre to be brought to the next meeting of the Environment Board, with a timetable for both community consultation and implementation."

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

The following members voted for the motion: Councillors Bibby, Caldwell, E Devine, M Devine, Gilmour, Provost Hall and Councillors I McMillan and Murrin.

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

### **DECIDED:**

(a) That the options for the declaration of Air Quality Management Areas within Renfrewshire, as detailed in Appendix 1 to the report, be noted;

(b) That the Air Quality Management Area Orders for each area of exceedance, as detailed within Appendix 2 to the report, be approved;

(c) That the review of air quality performance indicators be noted and that the recommendation to remove the performance indicator relating to maintaining or reducing the number of Air Quality Management Areas, retaining the other existing performance indicators and introducing a new performance indicator concerning particulate matter (PM10) be approved; and

(d) That the proposal to develop quality management areas for a range of environmental issues based on evidence of need be approved.

## **6 CLYDE AND LOCH LOMOND FLOOD-RISK MANAGEMENT AREA - FLOOD-RISK MANAGEMENT PLAN PROGRESS UPDATE**

There was submitted a report by the Director of Community Resources relative to progress on, and content of, the finalised Clyde and Loch Lomond Flood-Risk Management Plan (the Plan) which had been published on 22 June 2016.

The Plan set out the actions which were required across the flood risk area over the next six years with the actions prioritised through an evaluation of risk and number of properties affected. The key issues for Renfrewshire were the progression of flood-risk studies to develop proposals for flood-risk alleviation. The report anticipated that capital projects to address flooding would emerge from studies, potentially becoming considerations for future bids against centrally-held grant money for major flood-alleviation schemes.

Projects specific to Renfrewshire and incorporated in the Plan for early action included an integrated catchment study encompassing Erskine, Inchinnan, Linwood, Johnstone and Kilbarchan, in collaboration with Scottish Water commencing in 2016. Early action was anticipated with respect to a collaborative study led by Glasgow City Council into surface-water management in the Hillington/Cardonald area again commencing in 2016. A potential contribution from Renfrewshire had still to be negotiated in respect of this but around £100,000 in financial year 2016/17 was anticipated.

### **DECIDED:**

(a) That the progress update on the Council's strategy for Flood-Risk Management as reported to this Board on 16 March 2016 be noted and it be noted that the Clyde and Loch Lomond Flood-Risk Management Plan was published on 22 June 2016;

(b) That the programme of flood-risk studies as set out in paragraph 3.12 of the report as attributed to Renfrewshire within the Clyde and Loch Lomond Flood-Risk Management Plan with associated timescales for completion be noted;

(c) That it be noted that the Scottish Government had allocated non-ringfenced capital funding of £2.517million in financial year 2016/17 to local authorities to progress actions in the Flood-Risk Management Plans, with the allocation to Renfrewshire being £370,000;

(d) That the expectation of the Scottish Government that studies could lead to future bids for centrally-held capital funding grants for major flood-alleviation projects be noted; and

(e) That it be noted that a funding contribution of around £100,000 from Renfrewshire in respect of a Glasgow-led study into surface water catchment in the Hillington/Cardonald area in 2016 could be required, which would be funded from existing resources.

### **EXCLUSION OF PRESS AND PUBLIC**

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

#### **7(a) VEHICLE MAINTENANCE BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the vehicle maintenance organisation for the period 1 April to 24 June 2016 providing an update on financial and operational issues arising during the period.

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

#### **7(b) ROADS TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the financial position of the roads organisation for the period 1 April to 24 June 2016 providing an update on financial and operational issues arising during the period.

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

#### **7(c) CATERING TRADING BUDGET MONITORING REPORT**

There was submitted a report by the Director of Community Resources relative to the catering organisation for the period 1 April to 24 June 2016 providing an update on financial and operational issues arising during the period.

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

## Minute of Meeting

### Finance & Resources Policy Board

Date	Time	Venue
Wednesday, 24 August 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Holmes, Convener, presided.

#### IN ATTENDANCE

A Russell, Director of Finance & Resources; L McIntyre, Strategic Planning & Policy Development Manager (Chief Executive's); and K Graham, Head of Corporate Governance, J Lynch, Head of Property, A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, H Syme, Solicitor (Information Governance) and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### DECLARATIONS OF INTEREST

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



## 1 **PROCUREMENT SUB-COMMITTEE**

There were submitted the Minutes of the meetings of the Procurement Sub-committee held on 18 May and 8 June 2016 which form Appendices I and II hereto.

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

## 2 **INVESTMENT REVIEW BOARD**

There was submitted the Minute of the meeting of the Investment Review Board held on 1 June 2016 which forms Appendix III hereto.

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

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

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-Teaching) held on 8 June 2016 which forms Appendix IV hereto.

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

## 4 **REVENUE BUDGET MONITORING REPORT**

There was submitted a joint revenue budget monitoring report by the Chief Executive and the Director of Finance & Resources in respect of the Chief Executive's, Finance & Resources and miscellaneous expenditure for the period to 24 June 2016.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted that since the last report there had been net budget realignments of £434,022 mainly related to the transfer-in of Events, Tourism & Marketing, Early Years Communication and the reallocation of Business Support. The increases were partially offset by a transfer to Children's Services to supplement and realign budgets.

## 5 **REVENUE BUDGET MONITORING 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 24 June 2016.

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

## 6 **CAPITAL BUDGET MONITORING REPORT**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of capital expenditure relative to corporate projects (non-property) for the period to 24 June 2016.

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

## 7 **CAPITAL BUDGET MONITORING REPORT OVERVIEW**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-Housing Capital Programmes for the period to 24 June 2016.

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

## 8 **REVENUES COLLECTION STATEMENT**

There was submitted a report by the Director of Finance & Resources relative to the collection of Council Tax and Non-Domestic Rates as at 30 June 2016 and detailing the total amount collected for the last year.

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

## 9 **BENEFITS ADMINISTRATION - WELFARE REFORM AND PERFORMANCE STATEMENT**

There was submitted a progress report by the Director of Finance & Resources relative to the delivery of Housing Benefit and the Scottish Welfare Fund up to the end of June 2016. The appendix to the report detailed performance of the service against a range of key indicators including the average time to process applications.

**DECIDED:**

(a) That the report be noted; and

(b) That the allocation of £250,000 of existing welfare reform resources to support Department of Health & Pensions payments be approved.

## 10 **COUNCIL TAX: ACCOUNTS FOR WRITE-OFF**

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of council tax accounts for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £30,024.33.

**DECIDED:** That the sum of £30,024.33, as detailed in the report, be written off.

## 11 **NON-DOMESTIC RATES: ACCOUNTS FOR WRITE-OFF**

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of non-domestic rates accounts for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £121,001.20.

**DECIDED:** That the sum of £121,001.20, as detailed in the report, be written off.

## 12 **SUNDRY DEBTORS: ACCOUNTS FOR WRITE-OFF**

There was submitted a report by the Director of Finance & Resources relative to the proposed write-off of sundry debtor accounts for sums over £10,000, in accordance with the Council's Financial Regulations. The report indicated that the Council's procedures for the recovery of debt had been pursued without success. The value of the debt to be written off was £11,988.72.

**DECIDED:** That the sum of £11,988.72, as detailed in the report, be written off.

## 13 **HEALTH & SAFETY - ANNUAL REPORT 2015/16 AND ACTION PLAN 2016/17**

There was submitted a report by the Chief Executive relative to the annual health and safety report for Chief Executive's Service, reviewing health and safety performance during 2015/16 and seeking approval to implement the action plan for 2016/17 as appended to the report.

The report set out the arrangements for the management of health and safety within the service and demonstrated commitment to continuous improvement in health and safety performance. It summarised the achievements to 31 March 2016 and the action plan detailed the tasks that the service aimed to achieve by March 2017.

**DECIDED:** That the Chief Executive's Service annual health and safety report for 2015/16 and the action plan for 2016/17 be approved.

## 14 **ANNUAL EFFICIENCY STATEMENT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the Annual Efficiency Statement 2015/16. The statement appended to the report summarised efficiency activity and savings achieved during 2015/16.

**DECIDED:** That the Annual Efficiency Statement 2015/16, a copy of which was appended to the report, be approved.

## 15 **DATA PROTECTION POLICY**

There was submitted a report by the Director of Finance & Resources relative to a revised Data Protection Policy, a copy of which was appended to the report.

The report explained that under the Data Protection Act 1998 the Council must make proper provision for the way it handled personal data and had introduced a Data Protection Policy in June 2001 outlining roles and responsibilities for data protection compliance. This Board had approved revisions to the policy in 2014 and agreed that it be revised every two years. The updated Data Protection Policy included minor revisions to reflect the current Information Governance arrangements within the Council.

**DECIDED:**

(a) That the revised Data Protection Policy as appended to the report be approved; and

(b) That the Data Protection Policy be reviewed every two years.

## 16 INFORMATION HANDLING POLICY

There was submitted a report by the Director of Finance & Resources relative to the introduction of an Information Handling Policy, a copy of which was appended to the report.

The report advised that the aim of the policy was to ensure that the Council was complying with its obligations, as a data controller, under the Data Protection Act 1998 and to provide a framework for staff on secure handling of information when working away from the office. The policy covered any circumstances where Council information, paper and electronic, was removed from Council premises, and extended to all forms of working such as home working, remote working and hot desking.

### **DECIDED:**

(a) That the Information Handling Policy, as appended to the report, be approved; and

(b) That the Information Handling Policy be reviewed every two years.

## 17 PUBLIC HOLIDAYS 2017

There was submitted a report by the Director of Finance & Resources relative to public holidays and one day of no work requirement for Renfrewshire Council employees in 2017. The proposed holidays followed the pattern set over previous years and were listed in the appendix to the report.

Councillor Holmes, seconded by Councillor Bibby, moved that the public holidays and day of no work requirement for Renfrewshire Council employees for 2017, as detailed in the appendix, be approved.

Councillor K MacLaren, seconded by Councillor Lawson, moved the addition of paragraph 2.2 St Andrew's Day (30 November - or the nearest relevant day following it) be added to the list of public holidays for Renfrewshire Council employees.

On the roll being called, the following members voted for the amendment: Councillors Audrey Doig, Lawson, Mack, K MacLaren, M MacLaren and Noon.

The following members voted for the motion: Councillors Bibby, B Brown, Gilmour, Harte, Henry, Holmes, Murrin and Williams.

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

**DECIDED:** That the public holidays and day of no work requirement for Renfrewshire Council employees for 2017, as detailed in the appendix, be approved.

## 18 APPLICATIONS TO RENFREWSHIRE COUNCIL CITIZENS FUND

There was submitted a report by the Director of Finance & Resources relative to three applications for grant funding from the Renfrewshire Council Citizens Fund that had been recommended for approval of an award by the Johnstone & The Villages Local Area Committee (LAC).

The Johnstone & The Villages LAC meeting held on 19 May 2016 recommended that awards be made from the Renfrewshire Council Citizens Fund of £1,850 to Kilbarchan

Agricultural Society for the purchase of health and safety compliant show jumping equipment for use at horse shows; £3,000 to Kilbarchan Singers for the purchase of sheet music and to provide honoraria for two singers from the Royal Conservatoire of Scotland to work with the singers for a season; and £600 to Kilbarchan Community Council towards the purchase of specialist storage cases for two defibrillators.

**DECIDED:** That the undernoted awards be approved from the Renfrewshire Council Citizens Fund:

(a) £1,8050 to Kilbarchan Agricultural Society for the purchase of equestrian equipment;

(b) £3,000 to Kilbarchan Singers for the purchase of sheet music and the provision of honoraria for two singers from the Royal Conservatoire of Scotland to work with Kilbarchan Singers for a season; and

(c) £600 to Kilbarchan Community Council towards the purchase of specialist storage cases for two defibrillators.

## 19 **CIVIC HOSPITALITY**

There was submitted a report by the Director of Finance & Resources relative to requests received for civic hospitality and proposals made, following consultation with the Provost, to deliver appropriate hospitality for each event as follows:

(a) The French Consulate in Edinburgh - to provide a civic reception to mark the presentation of the Legion D'honneur medals to five veterans who had fought for the liberation of France during WWII in the form of an afternoon tea in Paisley Town Hall on 13 July 2016 at a cost of £1,000;

(b) The Tannahill/McDonald Club - to provide a civic reception to mark the 250th anniversary of Alexander Wilson's birth in the form of a drinks reception and finger buffet in Paisley Museum on 6 July 2016 at a cost of £300;

(c) Cossack Wrestlers - to provide a civic reception to mark the visit of a delegation of Cossack Wrestlers who appeared at the World Pipe Band Championships in the form of a buffet lunch on 16 August 2016 at a cost of £200;

(d) Johnstone Wheelers - to provide a civic reception to mark the 90th anniversary of the formation of the club in the form of a drinks reception prior to the anniversary dinner on 1 October 2016 at a cost of approximately £500;

(e) St Vincent's Hospice - to accept an invitation to host a table for 10 at their Charity Ball on 7 October 2016 in the Crowne Plaza Hotel, Glasgow, at a cost of £800;

(f) Renfrewshire Interfaith Group - to contribute to the provision of civic hospitality for approximately 100 people to mark the launch of the Scottish Interfaith Week in Paisley Town Hall on 13 November 2016 at a cost of £1,500;

(g) Johnstone Bowling Club - to provide a civic reception to mark the 125th anniversary of the club in the form of a meal at Johnstone Bowling Club for approximately 80 people at a cost of £1,000;

(h) Lorraine McArthur - to provide a civic hospitality on the occasion of the renaming of a room in the Tweedie Hall, Linwood in memory of Mary McGettrick and Tina

Johnstone, formerly of the Linwood Management Committee, at a cost of £750.

**DECIDED:**

(i) That the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic receptions in respect of the Legion D'honneur medal presentations, the visiting Cossack Wrestlers and the 250th anniversary of Alexander Wilson's birth, be homologated; and

(ii) That the Director of Finance & Resources, in conjunction with the Provost, be authorised to take a table at St Vincent's Hospice Charity Ball and to provide civic hospitality for Johnstone Wheelers, Renfrewshire Interfaith Group, Johnstone Bowling Club and Lorraine McArthur as detailed within the report.



## Minute of Meeting

### Procurement Sub-committee

Date	Time	Venue
Wednesday, 18 May 2016	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Holmes, Convener, presided.

#### IN ATTENDANCE

F Hughes, Strategic Commercial & Procurement Manager, D Taggart, Procurement Category Manager, B Lambert, Senior Procurement Specialist and G McLatchie, Communications Officer (all Chief Executive's); K MacLeod, Waste Services Manager (Community Resources); K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, L Mitchell, Managing Solicitor (Contracts/Conveyancing) and P Shiach, Committee Services Officer (all Finance & Resources).

#### DECLARATIONS OF INTEREST

Councillor Audrey Doig declared a non-pecuniary interest in relation to item 1(c) of the agenda – Contract Authorisation Report – Alterations and Internal Refurbishment Works at New Museum Storage Facility - as she was an employee of Renfrewshire Leisure Limited, and indicated her intention to leave the meeting during consideration of this item and to take no part in any discussion or voting thereon.



1(a) **CONTRACT AUTHORISATION REPORT: CARRIAGEWAY DEFECT PATCHING WORKS 2016/2017**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of an NEC3 Engineering and Construction Short Contract (April 2013) for Carriageway Patching Defect Works 2016/17.

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

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Carriageway Defect Patching Works 2016/17 to Mac Asphalt Limited;

(ii) That it be noted that the value of the contract was £215,372.28 excluding VAT; and

(iii) That it be noted that it was anticipated that the contract would commence on 8 August 2016, with the completion date within 33 weeks from the date of commencement.

1(b) **CONTRACT AUTHORISATION REPORT: REMOVAL, TRANSPORT AND DISPOSAL OF UNTREATED LEACHATE ARISING FROM LINWOOD MOSS LANDFILL SITE**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of contract for the removal, transport and disposal of untreated leachate arising from the Linwood Moss landfill site.

The report advised that at the deadline for the return of tenders six bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 80:20. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the Removal, Transport and Disposal of Untreated Leachate arising from Linwood Moss Landfill Site to Clearwater DC 2001 Limited;

(ii) That it be noted that the value of the contract was up to £1,000,000 excluding VAT; and

(iii) That it be noted that it was anticipated that the contract would commence on 1 July 2016 until 30 June 2019 or from the date stated on the letter of Acceptance.

**SEDERUNT**

Councillor Audrey Doig having declared an interest in the following item of business left the meeting and did not take part in any discussions or voting thereon.

**1(c) CONTRACT AUTHORISATION REPORT: ALTERATIONS AND INTERNAL REFURBISHMENT WORKS AT NEW MUSEUM STORAGE FACILITY**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to entering into a Standard Building Contract with Quantities for use in Scotland (SBC/Q/Scot (2011 edition)) for alterations and internal refurbishment works at the New Museum Storage Facility, contract reference RC/OC/123/16 which formed part of the Paisley Heritage Asset Strategy, relating to the new Museum Store.

The report advised that at the deadline for the return of tenders three bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 50:50. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract RC/OC/123/16 for Alterations and Internal Refurbishment Works at New Museum Storage Facility to Project Management & Construction Limited;

(ii) That it be noted that the estimated value of the contract was £1,880,243,78 excluding VAT; and

(iii) That it be noted that the contract had an anticipated start date of on or around 31 May 2016 or from the date stated on the letter of Acceptance and would be for a total term of 48 weeks.

**SEDERUNT**

Prior to consideration of the following item of business, Councillor Audrey Doig re-entered the meeting.

**1(d) CONTRACT AUTHORISATION REPORT: PROPOSED NEW SHARED CAMPUS - BARGARRAN PRIMARY SCHOOL AND ST JOHN BOSCO PRIMARY SCHOOL AND NURSERY CLASS - ENABLING WORKS**

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of contract entering into a Standard Building Contract for use in Scotland (MW/Scot(2011 edition)) for the Proposed New Shared Campus – Bargarran Primary School and St John Bosco Primary School and Nursery Class – Enabling Works Contract Reference RC/OC/141/16 which formed part of the work detailed in the School Estate Management Plan (SEMP 2014).

The report advised that at the deadline for the return of tenders three bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of each tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the Proposed New Shared Campus – Bargarran Primary School and St John Bosco Primary School and Nursery Class – Enabling Works RC/OC/141/16 to Cleantech Civils Limited;

(ii) That it be noted that the estimated value of the contract was £318,334.02 excluding VAT; and

(iii) That it be noted that it was anticipated that the contract would commence on 31 May 2016 or on the date confirmed in the letter of Acceptance to allow for suitable mobilisation, with work on site commencing on 28 June 2016 for duration of six weeks and two days.

**1(e) CONTRACT AUTHORISATION REPORT: PROVISION OF TELEHEALTHCARE SERVICES**

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of telehealthcare services for a period of one year with a one-year optional extension, commencing on 2 August 2016.

The report advised that at the deadline for the return of tenders one bid had been received. The bid was evaluated against a set of award criteria which was based on a price/quality ratio of 60:40. Details of the scores relative to the award criteria of the tenderer were contained within the report.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for the Provision of Telehealthcare Services to Hanover (Scotland) Housing Association Limited (Financial Services Regulation number 1983 RS), Contract RC1507\_4460\_itt\_9274;

(ii) That it be noted that the anticipated spend, based on the tendered rate and the estimated usage, including the maximum option period would be £213,408 excluding VAT; and

(iii) That it be noted that the contract would commence on 2 August 2016 for an initial period of one year with an option to extend for a maximum period of one year, such option to be taken up at the Council's sole discretion.

**1(f) ITC HOSTING PARTNER**

Under reference to paragraph 1(c) of the minute of the meeting of this Sub-committee held on 17 February 2016 there was submitted a joint report by the Chief Executive and the Director of Finance & Resources seeking an amendment of the decision of that Sub-committee relative to the award of the contract for an ICT Hosting Partner, in accordance with paragraph 28 of the Council's Procedural Standing Orders.

The report advised that the original paper presented to the Procurement Sub-committee held on 17 February 2016 had stated the period and values for the ICT Hosting Partner contract based on a duration of three years with an option to extend for two 12-month periods. It had not been noted that the duration and values were incorrect and should have been stated for duration of four years with an option to extend for two 12-month periods.

**DECIDED:**

(i) That the following Addendum to amend the award as detailed in the ICT Hosting Partner report submitted to and approved by the Procurement Sub-committee on 17 February 2016;

(ii) The original value of the contract reported on 17 February 2016 as £4,006,350.80 and £5,470,446.80 if the extension periods were utilised, be amended to £4,858,470.80 and £6,322,566.80 if the extensions were utilised; and

(iii) The original duration of the contract reported on 17 February 2016 as three years with the Council having an option to extend on two separate occasions for a further 12-month period be amended to read as four years with the Council having an option to extend on two separate occasions for a further 12-month period.

## 2 **THE PROCUREMENT REFORM (SCOTLAND) ACT 2014 AND THE REVIEW OF STANDING ORDERS RELATING TO CONTRACTS**

There was submitted a report by the Director of Finance & Resources relative to the Procurement Reform (Scotland) Act 2014 and seeking approval for the revocation of the existing Standing Orders Relating to Contracts and their replacement by the revised Standing Orders Relating to Contracts, which formed an appendix to the report.

The report advised that the revised Standing Orders had been developed following a detailed review in light of the Public Contracts (Scotland) Regulations 2015; the Procurement (Scotland) Regulations 2016; the Concession Contracts (Scotland) Regulations 2016; and statutory guidance made under the terms of the Procurement Reform (Scotland) Act 2014.

The key changes to the Standing Orders Relating to Contracts were highlighted in the report.

A presentation entitled Legal Update relative to legislation and guidance was provided by the Managing Solicitor (Contracts/Conveyancing) and the Strategic Commercial & Procurement Manager.

**DECIDED:**

(a) That the revised Standing Orders Relating to Contracts forming the Appendix to this report be approved and implemented;

(b) That the existing Standing Orders Relating to Contracts be revoked; and

(c) That it be agreed that the revocation of the existing Standing Orders and the implementation of the revised Standing Orders shall take effect on the first working day following the expiry of the call-in period.



## Minute of Meeting

### Procurement Sub-committee

Date	Time	Venue
Wednesday, 08 June 2016	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

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

#### CHAIR

Councillor Holmes, Convener, presided

#### IN ATTENDANCE

F Hughes, Strategic Commercial & Procurement Manager, D Taggart, Procurement Category Manager, B Lambert, Senior Procurement Specialist and Y Khan, Senior Policy Officer (all Chief Executive's); J Trainer, Acting Head of Early Years and Inclusion (Children's Services); K Markwick, Amenity Services Manager, Waste and Transportation (Community Resources); C Rosbotham, Economic Development Officer (Development & Housing Services); J Lynch, Head of Property Services and P Shiach, Committee Services Officer (both Finance & Resources); and L Gillan, Procurement Data Specialist (Scotland Excel).

#### APOLOGY

Councillor Murrin.

#### DECLARATION OF INTEREST

Councillor Audrey Doig declared a non-pecuniary interest in relation to item 2 of the agenda - Notification of Contracts Proposed for Award During the Summer Recess- as she was an employee of Renfrewshire Leisure Limited, and indicated her intention to take no part in any discussion or voting thereon.

## OBITUARY

Prior to the start of the meeting, the Convener referred with sadness to the recent death of Councillor Eddie Grady. Reference was made to the contribution Councillor Grady had made to the Procurement Sub-committee in his capacity as Depute Convener. The Convener intimated that he would be missed by all and he offered his condolences and those of the Sub-committee to Councillor Grady's family.

### 1(a) **CONTRACT AUTHORISATION REPORT: ADULT EMPLOYABILITY SERVICES**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the award of a contract for Adult Employability Services.

The report advised that at the deadline for the return of tenders seven bids had been received. The bids were evaluated using a two-stage process of Bid Selection and Award criteria. One bid failed to meet the minimum requirements in relation to the bid selection criteria. The remaining six bids were evaluated against a set of award criteria which was based on a price/quality ratio of 40:60. Details of the scores relative to the award criteria of each tenderer were contained within the report.

#### **DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for Adult Employability Services to Working Links (Employment) Limited;

(ii) That it be noted that the contract would commence on 18 July 2016 until 30 June 2018 at which time the Council at its sole discretion would have the option to extend for an additional two years on an annual basis; and

(iii) That it be noted that the value of the contract would not exceed £1,000,000 if the extension periods were utilised.

### 1(b) **CONTRACT AUTHORISATION REPORT: PROVISION OF FUNCTIONAL FAMILY THERAPY**

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a contract for the Provision of Functional Family Therapy.

The report advised that Functional Family Therapy could only be delivered by staff trained and approved by the programme developers and owners, Functional Family Therapy Inc, and that Action for Children was the only United Kingdom based provider of the service.

The report indicated that approval to enter into a negotiated contract with Action for Children had been granted in February 2016 in accordance with Contract Standing Order 12.2 (c). Documentation was issued to Action for Children Services Limited on 31 March 2016 and their submission received on 11 April 2016.

The report intimated that the submission was assessed by representatives from the Corporate Procurement Unit and Children's Services and was considered acceptable on both technical and commercial grounds.

**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract for the Provision of Functional Family Therapy to Action for Children Services Limited;
- (ii) That it be noted that the value of the contract was £1,1439,807.33 excluding VAT; and
- (iii) That it be noted that it was anticipated that the contract would commence on 27 June 2016 for a period of three years with the Council having the option to extend for one year on two separate occasions.

**1(c) CONTRACT AUTHORISATION REPORT: CARRIAGEWAY RESURFACING WORKS 2016/2017**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of an NEC3 Engineering and Construction Short Contract (April 2013) for Carriageway Resurfacing Works 2016/17

The report advised that at the deadline for the return of tenders, 11 bids had been received. The bids were evaluated against a set of award criteria which were based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria were contained within the report.

**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract for Carriageway Resurfacing Works 2016/17 to Mac Asphalt Limited;
- (ii) That it be noted that the contract value was £453,466.93 excluding VAT; and
- (iii) That it be noted that it was anticipated that the contract would commence on 5 July 2016 for a period of 33 weeks, and that the date of commencement would be confirmed in the letter of acceptance.

**1(d) CONTRACT AUTHORTISATION WORKS: FOOTWAY RESURFACING WORKS 2016/2017**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the award of an NEC3 Engineering and Construction Short Contract (April 2013) for Footway Resurfacing Works 2016/17.

The report advised that at the deadline for the return of tenders 12 bids had been received. The bids were evaluated against a set of award criteria which was based on a price/quality ratio of 70:30. Details of the scores relative to the award criteria were contained within the report.



**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract for Footway Resurfacing Works 2016/17 to Finco Contracts Limited;
- (ii) That it be noted that the contract value was £212,574.20 excluding VAT; and
- (iii) That it be noted that it was anticipated that the commencement date was 5 July 2016 with a completion date 21 weeks from commencement, and that the starting date would be confirmed in the letter of acceptance.

**1(e) CONTRACT AUTHORISATION REPORT: CARE AND REPAIR SERVICES**

The Convener advised that Item 1(e) Contract Authorisation Report: Update on Care and Repair Services contract had been withdrawn.

**DECIDED:** That it be noted that item 1(e) on the agenda, Contract Authorisation Report: Update on Care and Repair Services contract had been withdrawn.

**1(f) CONTRACT AUTHORISATION REPORT: PROPOSED NEW SHARED CAMPUS - BARGARRAN PRIMARY SCHOOL AND ST JOHN BOSCO PRIMARY SCHOOL AND NURSERY CLASS - ENABLING WORKS**

Under reference to paragraph 1(d) of the Minute of the meeting of this Sub-committee held on 18 May 2016 there was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a Standard Building Contract Minor Works Building Contract for use in Scotland (MW/Scot (2011 edition)) for the proposed New Shared Campus - Bargarran Primary School and St John Bosco Primary School and Nursery Class - Enabling Works contract reference RC/OC/141/16.

The report advised that a Contract Authorisation Report was approved at the meeting of this Sub-committee on 18 May 2016 however prior to the contract award, the recommended Contractor, Cleantech Civils Limited withdrew their tender.

The report intimated that the tenders had been evaluated on a price/quality ratio of 60:40 and that the tender submitted by Luddon Construction Limited now represented the most economically advantageous tender and was recommended for acceptance.

**DECIDED:**

- (i) that the Head of Corporate Governance be authorised to award the contract for the Proposed New Shared Campus - Bargarran Primary School and St John Bosco Primary School and Nursery Class - Enabling Works RC/OC/141/16 to Luddon Construction Limited;
- (ii) That it be noted that the estimated contract value was £371,839.26 excluding VAT; and
- (iii) That it be noted that the contract would commence on 15 June 2016 or on the date confirmed in the letter of acceptance to allow for suitable mobilisation with work on site commencing on 28 June 2016 for a duration of six weeks and two days.

## 2 **NOTIFICATION OF CONTRACTS PROPOSED FOR AWARD DURING THE SUMMER RECESS**

There was submitted a report by the Chief Executive relative to notification of contracts proposed for authorisation to award by the Chief Executive during the summer recess.

The report advised that in accordance with the authority granted by the Renfrewshire Council Scheme of Delegated Functions, it was proposed that the Chief Executive authorise the award of a number of contracts during the summer recess period. Details of the proposed contracts were contained in table 3.1 of the report.

Councillor Holmes, seconded by Councillor Williams moved: -

(a) That the Procurement Sub-committee note the table in paragraph 3.1 of the report which detailed the contracts proposed for award by the Chief Executive during the summer recess period, in accordance with section A.8 of the Renfrewshire Council Scheme of Delegated Functions; and

(b) That it be noted that a report would be submitted to the first meeting of the Procurement Sub-committee following the summer recess period confirming the contracts that had been awarded under delegated powers.

Councillor Lawson, seconded by Councillor K MacLaren moved as an amendment that a special meeting of the Procurement Sub-committee be convened during the summer recess to consider the contracts detailed in the report.

On a roll being called the following members voted for the amendment: Councillors Audrey Doig, Lawson, Mack, K MacLaren, M MacLaren and Noon.

The following members voted for the motion: Councillors Bibby, Gilmour, Harte, Henry, Holmes and Williams.

6 members having voted for the amendment and 6 members having voted for the motion, the Convener used his second and casting vote in favour of the motion.

### **DECIDED:**

(a) That the Procurement Sub-committee note the table in paragraph 3.1 of the report which detailed the contracts proposed for award by the Chief Executive during the summer recess period, in accordance with section A.8 of the Renfrewshire Council Scheme of Delegated Functions; and

(b) That it be noted that a report would be submitted to the first meeting of the Procurement Sub-committee following the summer recess period confirming the contracts that had been awarded under delegated powers.

## 3 **COMMUNITY BENEFITS STRATEGY 2016**

There was submitted a report by the Chief Executive relative to Renfrewshire Council's Community Benefit Strategy 2016.

The report advised that as a result of the Statutory Guidance published on 17 March by the Scottish Government, Renfrewshire Council's Community Benefit Strategy had been refreshed. The Strategy maintained the commitment to maximising the use of community benefits as an integral part of the procurement process and activities in addition to the core purpose of the contract.

The report indicated that the Statutory Guidance supported the Procurement Reform (Scotland) Act 2014 and the wider application to the new procurement legislation in Scotland.

The report intimated that the revised Community Benefit Strategy 2016 - 2018, as outlined in Appendix 1 to the report was aligned to Renfrewshire Council's Procurement Strategy.

**DECIDED:** That the Community Benefit Strategy, as appended to the report, be approved.

#### 4 **SUSTAINABLE PROCUREMENT STRATEGY**

There was submitted a report by the Chief Executive relative to Renfrewshire Council's Sustainable Procurement Strategy.

The report advised that as a result of Statutory Guidance published by the Scottish Government on 17 March 2016, Renfrewshire Council's Sustainable Procurement Strategy had been updated.

The report indicated that the Statutory Guidance would take effect on or after 1 June 2016 and supported the Procurement Reform (Scotland) Act 2011 and the wider application of the new procurement legislation in Scotland.

A copy of the revised Renfrewshire Council Sustainable Procurement Strategy 2016-2018 was appended to the report.

**DECIDED:** That the Renfrewshire Council Sustainable Procurement Strategy 2016/2018, as contained in Appendix 1 to the report, be approved.

## Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 01 June 2016	13:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors Bibby, Holmes and Noon.

### CHAIR

Councillor Holmes, Convener, presided.

### IN ATTENDANCE

A MacArthur, Head of Finance, L Dickie, Finance Manager and P Shiach, Committee Services Officer (all Finance & Resources).

### ALSO IN ATTENDANCE

D Millar, Senior Investment Analyst, Hymans Robertson LLP; and M Connor, Senior Portfolio Manager and G Brisbane, (both Standard Life Wealth Limited).

### APOLOGY

Councillor J MacLaren.

### DECLARATIONS OF INTEREST

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

## **OBITUARY**

Prior to the start of the meeting of the meeting the Convener referred with sadness to the sudden death of Councillor Eddie Grady. Reference was made to the contribution Councillor Grady had made to the Investment Review Board as Depute Convener. The Convener intimated that he would be missed by all and offered his condolences and those of the Board to Councillor Grady's family.

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

There was submitted the Minute of the meeting of the Investment Review Board held on 25 November 2015.

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

### **2 UK/INTERNATIONAL EQUITIES BENCHMARK ALLOCATION**

There was submitted a report by Hymans Robertson LLP relative to a review of the benchmark of the Renfrewshire Common Good Funds.

The report advised that the Renfrewshire Common Good Funds comprised the Paisley Common Good Fund and the Renfrew Common Good Fund. The value of the funds as at 31 March 2016 was detailed in table 1 of the report.

The report indicated that the investment objective was to achieve a return on the assets balanced between capital growth and income through investing in a combination of UK and overseas equities, fixed interest securities and cash whilst meeting the income target set each year by Renfrewshire Council.

The report provided information on the income requirement; rolling 5-year equity returns; volatility of returns; rolling 5-year equity volatility; manager skill; and concentration and globalisation.

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

### **3 PAISLEY AND RENFREW COMMON GOOD FUNDS - REVIEW OF INVESTMENT AND INCOME PERFORMANCE**

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds for the six month period ending 31 March 2016. A performance review report by Hymans Robertson LLP was appended thereto.

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

There followed a question and answer session during which reference was made to factors influencing the performance of equities during the period, and the resultant impact on the Funds.

M Connor, Senior Portfolio Manager, and G Brisbane presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 30 September 2016. The report provided information on the Portfolio manager; world markets; investment guidelines and restrictions; performance to 31 March 2016; asset attribution in relation to Quarter 1 of 2016; the top 10 equity holdings in the Common Good Funds; performance attribution on the funds in the three months to 31 March 2016; notable events in global equities and gilts; continuing pressures on crude oil prices; and currencies.

Mr Connor and Mr Brisbane were then heard in answer to questions from members on their report.

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

#### 4 **DATE OF NEXT MEETING**

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday, 23 November 2016.



## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 08 June 2016	15:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Representing Renfrewshire Council Management - Councillors Audrey Doig, Glen and Noon; Representing Trade Unions - R Connick and S Hicks (UNISON); C McLeod (GMB); and S McAllister (UNITE).

#### IN ATTENDANCE

J Trainer, Acting Head of Early Years and Inclusion (Children's Services); K Anderson, Amenity Services Manager – Waste and C Hunter, Environmental Improvements Manager (both Community Resources); M Armstrong, Senior Human Resource Advisor, R Cree, Principal Human Resources Adviser, S Fanning, Senior Health & Safety Officer, R Laouadi, Principal Human Resources Adviser, L Mullin, Principal Human Resources and Organisational Development Manager and P Shiach, Committee Services Officer (all Finance & Resources); and S McNeill, Renfrewshire Health & Social Care Partnership.

#### APPOINTMENT OF CHAIRPERSON FOR THE MEETING

It was proposed and agreed that S Hicks chair the meeting.

**DECIDED:** That S Hicks chair the meeting.

#### APOLOGIES

Councillors Harte and Williams, J Boylan and M Ferguson.

#### DECLARATIONS OF INTEREST

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



## **ADDITIONAL ITEM**

The Convener intimated that there was an additional item in relation to Additional Support Needs Assistants which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item which was dealt with at item 5 below was urgent authorised its consideration.

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

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 27 April 2016.

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

### **2 DEVELOPMENTS IN HEALTH AND SAFETY**

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that policies and guidance in relation to control of contractors; statutory inspections; CMD 2015; guidance on slips, trips and falls; tobacco/smoke free policy; and control of legionella bacteria in hot and cold water systems were being revised.

The report provided updates on training courses attended; the Healthy Working Lives Gold award; and assistance provided to services in relation to the retention of accreditation to BS OHSAS 18001:2007, where the next audit was scheduled for September, 2016.

The report indicated that Health and Safety section continued to work with the incumbent occupational health contractor to further develop and enhance the electronic referral process, advising that the current project was based upon recruitment processes.

The report indicated that the Health and Safety Section continued to support external partners, including Clyde Muirshiel Regional Park Authority, Scotland Excel, Renfrewshire Valuation Joint Board and Renfrewshire Leisure Limited.

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

### **3 AGENCY WORKERS**

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to the number of agency staff employed within the Council as at April 2016, and detailing the capacity and Service in which they were engaged.

The Principal Human Resources Adviser indicated the figures had increased slightly since the last report and stated the reasons for this increase.

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

#### 4 **DETAILS OF GRIEVANCES**

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of five grievances as at May 2016.

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

#### 5 **ADDITIONAL SUPPORT NEEDS ASSISTANTS**

S Hicks raised the issue of the mobilisation and arrangements of Additional Support Needs Assistants (ASNA's) for the new school session 2016/17. It was suggested that discussions in this regard be held with the Head of Early Years & Inclusion. This was agreed.

**DECIDED:** That discussions in relation to mobilisation and arrangements of ASNA's for the new school session 2016/17 take place between UNISON and the Head of Early Years and Inclusion.

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

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on Thursday 15 September 2016.



## Minute of Meeting

### Johnstone and the Villages Local Area Committee

Date	Time	Venue
Thursday, 25 August 2016	18:00	Johnstone Town Hall, Ludovic Square, Johnstone, PA5 8EG

#### PRESENT

Councillors Bibby, Caldwell, Andy Doig, Gilmour, Hood and I McMillan.

#### CHAIR

Councillor Gilmour, Convener, presided.

#### COMMUNITY REPRESENTATIVES

D Wadsworth, Elderslie Community Council; J Anderson, Howwood Sports & Hobbies Group; M Lavery, Quarrelton Tenants' & Residents' Association; W Dean, Johnstone Community Council; A McBain, Johnstone Seniors' Forum; D Blair, Kilbarchan Community Council; and N McBride, Renfrewshire Early Years Forum.

#### COMMUNITY PLANNING PARTNER

Chief Inspector S Wright, Police Scotland.

#### IN ATTENDANCE

S Allan, Head of Amenity Services (Lead Officer) and M Corrigan, Community Resources Enforcement Manager (both Community Resources); E Gordon, Community Learning Officer (Children's Services); and D Low, Senior Committee Services Officer (LACs) and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

#### APOLOGY

J Ross, Greensyde Carers.

#### DECLARATIONS OF INTEREST

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

## 1 **COMMUNITY SAFETY AND PUBLIC PROTECTION, PROGRESS UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on the activities of the Renfrewshire Community Safety Partnership carried out in the Johnstone & the Villages Local Area Committee (LAC) area during the period 1 April to 30 June 2016.

The report provided information on Johnstone & the Villages community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities and a spotlight on Getting it Right for Every Child (GIRFEC).

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

## 2 **OPEN SESSION/ KEY LOCAL ISSUES**

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

In relation to a matter previously raised by the LAC, road safety issues on the A737, the Head of Amenity Services advised that Transport Scotland were willing to meet with local community groups to discuss the matter. An update would be submitted to a future meeting of this LAC.

It was proposed that a report should be submitted to a future meeting of the LAC relative to the Local Government Boundary Commission for Scotland's Fifth Statutory Review of Electoral Arrangements insofar as they related to Renfrewshire. This was agreed.

**DECIDED:**

(a) That it be noted that no questions had been submitted for consideration at the Open Session:

(b) That it be agreed that a report be submitted to a future meeting of this LAC on the meeting between Transport Scotland and local community groups regarding road safety issues on the A737; and

(c) That it be agreed that a report be submitted to the LAC on the Fifth Statutory Review of Electoral Arrangements.

## 3 **GRANT AWARD FEEDBACK**

There was submitted a report by the Director of Finance & Resources providing an update on grant awards made to Johnstone Cub Pack, Johnstone Scout Group, Johnstone Explorer Scout Unit, West Johnstone Digital Photography Workshop, Food Train and Phoenix Flyers Dog Agility Club.

W Dean, Johnstone Community Council provided an update on the Johnstone Gala Day which had taken place on 20 August 2016 and which had been organised by Brewery Street Kids Club and West Johnstone Youth Council. She also provided information on the Brewery Street Kids Club, which had received financial support from the LAC, and outlined future activities proposed by young people in Johnstone.

D Wadsworth, Elderslie Community Council, provided an update on the Elderslie Gala Day/ William Wallace Day in Elderslie.

**DECIDED:** That the report and verbal updates be noted.

#### 4 **BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & the Villages LAC budget for 2016/17.

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

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

#### 5 **APPLICATIONS FOR LAC GRANT FUNDING**

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

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

##### **CONTINUED SINGLE AREA APPLICATIONS**

Friends of Shanks Park Installation of play/exercise equipment Continued

##### **CONTINUED MULTI AREA APPLICATIONS**

Lamont Farm	Running costs	Awarded £400
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Renfrewshire Sports Network	Implementation of Renfrewshire's new sports strategy	Awarded £400
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St James' Orchestra	Rehearsal accommodation costs	Declined
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##### **NEW MULTI AREA APPLICATIONS**

Renfrewshire Women's Aid	Assistance towards running costs of refuge flats	Continued
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#### 6 **DATE OF NEXT MEETING**

**DECIDED:** It was noted that the next meeting of the Johnstone & the Villages LAC would be held at 6.00 pm on 17 November 2016 in Johnstone Town Hall.



## Minute of Meeting

### Economy & Jobs Policy Board

Date	Time	Venue
Wednesday, 31 August 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Caldwell, Andy Doig, Glen, Provost Hall and Councillors Harte, Holmes, Hood, K MacLaren, McCartin, Nicolson and J Sharkey.

#### CHAIR

Councillor Glen, Convener, presided.

#### IN ATTENDANCE

M Crearie, Director of Development & Housing Services; L Mahon, Head of Marketing (Chief Executive's); A Morrison, Head of Regeneration, R Cooper, Economic Development Manager, V Howie, Finance & Resource Manager and C Saez, Assistant Manager – Business Support (all Development & Housing Services); and A McNaughton, Senior Committee Services Officer (Finance & Resources).

#### APOLOGIES

Councillors Cameron and Mullin.

#### DECLARATIONS OF INTEREST

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



## 1 REVENUE MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Development & Housing Services for the period 1 April to 24 June 2016.

### **DECIDED:**

(a) That the report be noted, and

(b) That net budget re-alignments of £728,568 related to the draw-down of ring-fenced Invest in Renfrewshire reserves, partially offset by the transfer of events tourism marketing be noted.

## 2 CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April to 24 June 2016.

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

## 3 PAISLEY TOWNSCAPE HERITAGE/CONSERVATION AREA REGENERATION SCHEME (TH/CARS2) GRANT ACCEPTANCE

There was submitted an update report by the Director of Development & Housing Services relative to funding awards and the proposed next steps to deliver the Paisley Townscape Heritage/Conservation Area Regeneration Scheme (TH/CARS2) project in line with the Heritage Strategy and the Paisley 2021 UK City of Culture bid.

The report advised that, in support of the Paisley Town Centre Heritage Asset Strategy, applications had been made to the Heritage Lottery Fund (HLF) for a second Paisley Townscape Heritage (TH2) project and to Historic Environment Scotland (HES) for a complementary Conservation Area Regeneration Scheme (CARS). Both applications were successful and grants of £995,554 from HES and £1,882,000 from HLF were awarded.

The report detailed the next steps to deliver the project, including the appointment of four full-time project staff on a fixed-term basis to deliver the project over the next five years; grants to property owners for building repair/restoration and shop-front improvement works; grants for the repair and restoration of key historic buildings; and, delivery of an Activity Plan entitled "The Making of Paisley". It was anticipated that the project would be launched formally in January 2017. Further update reports would be submitted to this Board in due course.

**DECIDED:** That the Director of Development & Housing Services be authorised to accept the Heritage Lottery Fund Stage 2 grant of £1,882,000 and the Historic Environment Scotland Conservation Area Regeneration Scheme grant of £998,554 to enable the delivery of the TH/CARS2 project.

#### 4 **EUROPEAN STRUCTURAL FUNDS 2014/20**

There was submitted a report by the Director of Development & Housing Services relative to an overview of current funding from European Union Structural Funds 2014/20 programmes. The report highlighted the funding secured for the initial period to 2018 and the anticipated, but now uncertain, balance of funding for 2018/20.

The report set out notional levels of funding available to the Council from European Structural Funds (ESF) in 2014/20 for Pipeline, Youth Employment Initiative (which had been fully committed) and Poverty & Social Inclusion and under European Regional Development Fund (ERDF) for Business Competitiveness. Formal offers of grant had been accepted by the Chief Executive, securing a total of £7,493,482 of EU funding for the period 2015/18. The report explained that, as a result of the UK decision to leave the EU 'Brexit', funding allocated to deliver these projects in 2018/20, totalling £2,546,773 may now be lost.

#### **DECIDED:**

- (a) That the notional levels of European Union funding offered to Renfrewshire Council for the 2014/20 European Structural Funds programmes as approved at previous Boards, be noted;
- (b) That it be noted that the Board had already approved the full Youth Employment Initiative offer of grant of £5.03 million;
- (c) That the action of the Chief Executive to accept the formal offer of grant for applications relating to European Structural Funds Pipeline, Social Inclusion and Business Competitiveness programme, be homologated; and
- (d) That it be noted that the balance of funding for 2018/20 may now be lost as a result of Brexit.

#### 5 **BUSINESS GATEWAY DELIVERY**

There was submitted a report by the Director of Development & Housing Services relative to the delivery of Business Gateway services.

The report explained that the Council managed delivery of the Business Gateway contract, due to expire on 30 September 2016, across the wider Renfrewshire area (incorporating East Renfrewshire and Inverclyde). Over the last year, an options appraisal had been carried out to consider the most appropriate delivery model for future Business Gateway services. The report set out the conclusions of the options appraisal and the appendix to the report detailed Business Gateway delivery models across Scotland.

Councillor Glen, seconded by Councillor Hood, moved:

- (a) that it be noted that a full options appraisal had taken place;
- (b) that it be agreed that the Business Gateway service be delivered separately and in-house by the three local authorities from 1 October 2016;

(c) that the Director of Development & Housing Services be authorised to finalise negotiations with the other two local authorities regarding the final split in budgets, and TUPE issues and to develop an appropriate service level agreement between the three local authorities for the future delivery of the service; and

(d) that further reports on the performance of Renfrewshire's ongoing Business Gateway service be submitted to this Board.

Councillor Nicolson, seconded by Councillor Andy Doig, moved as an amendment that:

(a) Board notes that a full options appraisal has taken place yet the board paper was devoid of detail. No detail was given of financial implications ie. Savings/additional costs. The benefits/disbenefits of the in-house option compared to the existing model and why the existing contract had failed to deliver enhanced outcomes or provide the flexibility that this board paper implies was lacking;

(b) Rejects the proposal to bring the Business Gateway service in-house until all the relevant information was provided to elected members in order to make an informed decision; and

(c) This Board also rejects any attempts by this failing Labour administration to hand over our Business Development/Enterprise activities to the failed Labour administration of Glasgow City Council as noted in the board paper.

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

The following members voted for the motion: Councillors Caldwell, Glen, Provost Hall, Councillors Harte, Holmes, Hood, McCartin and J Sharkey.

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

#### **DECIDED:**

(a) That it be noted that a full options appraisal had taken place;

(b) That it be agreed that the Business Gateway service be delivered separately and in-house by the three local authorities from 1 October 2016;

(c) That the Director of Development & Housing Services be authorised to finalise negotiations with the other two local authorities regarding the final split in budgets, and TUPE issues and to develop an appropriate service level agreement between the three local authorities for the future delivery of the service; and

(d) That further reports on the performance of Renfrewshire's on-going Business Gateway service be submitted to this Board.

## 6 **RENFREWSHIRE TOURISM FRAMEWORK PROGRESS AND "RENFREWSHIRE BRAND" PRESENTATION**

There was submitted a report by the Chief Executive relative to progress to deliver the Renfrewshire Tourism Framework. The report was complemented by a presentation entitled "Renfrewshire Brand" by the Head of Marketing on the development of a destination brand for Paisley and Renfrewshire.

The report detailed the five objectives of the Renfrewshire Tourism Framework and advised of progress to deliver the four main themes of leadership and collaboration; building our capabilities; improving the customer journey; and, providing authentic experiences as set out in the Renfrewshire Tourism Framework Action Plan 2015/17. The report highlighted that a strategic tourism and visitor planning team had been established and would develop a visitor strategy in collaboration with partner organisations and private industry providers.

It was proposed that Objective 1, as set out in paragraph 3.1 of the report, be amended to read:

"To tell the story and define the visitor product for Paisley and to subsequently display, curate and align the town's heritage assets around this offer. Furthermore, a complementary strategy of improving the visitor offer for all of Renfrewshire will be developed by officially designating identified communities as Villages of Culture and Heritage".

This was agreed.

### **DECIDED:**

(a) That the report be noted;

(b) That, it be agreed, that a new Visitor Strategy be brought for approval in December 2016; and

(c) That Objective 1, as set out in paragraph 3.1 of the report, be amended to read "To tell the story and define the visitor product for Paisley and to subsequently display, curate and align the town's heritage assets around this offer. Furthermore, a complementary strategy of improving the visitor offer for all of Renfrewshire will be developed by officially designating identified communities as Villages of Culture and Heritage".

## 7 **LABOUR MARKET UPDATE**

There was submitted an update report by the Director of Development & Housing Services relative to labour market statistics for Renfrewshire as at 31 July 2016 and providing comparisons, where data was available, with Scottish and UK labour markets. The Renfrewshire Economic Development Newsletter, dated July 2016, was attached to the report and highlighted that the method of reporting unemployment statistics had been changed nationally to incorporate new experimental Universal Credit figures.

The report indicated that Renfrewshire's overall Claimant Count (experimental) figure for July 2016 was 2.6% with 2905 people claiming Job Seekers Allowance. The figure remained unchanged over the last three months but still represented a fall from 2.9% at the same time last year.

**DECIDED:**

- (a) That the employment and claimant count figures for July 2016 be noted; and
- (b) That the change in reporting to new experimental statistics incorporating the Universal Credit figures be noted.

## Minute of Meeting

### Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 31 August 2016	18:00	Linwood High School, Stirling Drive, Linwood,

#### PRESENT

Councillors Clark, Audrey Doig, Provost Hall and Councillor Noon.

#### CHAIR

Councillor Clark, Convener, presided.

#### COMMUNITY REPRESENTATIVES

S Clark, Bridge of Weir Community Council; A Cameron, Erskine Community Council; M Dundas, Brookfield Community Council; M McElhinney, Linwood Community Council; N Barrington, Langbank Community Council; C Hendry, Linwood Community Childcare; J Taggart, Erskine; N McBride, Renfrewshire Early Years Forum for the Voluntary Sector; and E Harkness, MSYP.

#### COMMUNITY PLANNING PARTNER

Inspector C Glass, Police Scotland.

#### IN ATTENDANCE

M Hendry, Renfrewshire Community Safety Partnership - Hub Manager and G Hannah, Strategic Change Manager (both Community Resources); and K Graham (Head of Corporate Governance) (Lead Officer) and D Low, Senior Committee Services Officer (LACs) (both Finance & Resources).

#### APOLOGIES

Councillors M Brown and J MacLaren; D Woodrow, Bishopton Community Council; and M Berekis, Linwood Healthy Living Group.

## **DECLARATIONS OF INTEREST**

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

### **1 COMMUNITY SAFETY AND PUBLIC PROTECTION, PROGRESS UPDATE**

There was submitted a report by the Director of Community Resources providing a progress update on the activities of the Renfrewshire Community Safety Partnership carried out in the Houston, Crosslee, Linwood, Riverside & Erskine Local Area Committee (LAC) area during the period 1 April to 30 June 2016.

The report provided information on Houston, Crosslee, Linwood, Riverside & Erskine community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities and a spotlight on Getting it Right for Every Child (GIRFEC).

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

### **2 OPEN SESSION/ KEY LOCAL ISSUES**

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

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

### **3 GRANT AWARD FEEDBACK**

There was submitted a report by the Director of Finance & Resources providing an update on grant awards made to the Linwood Healthy Living Group, Food Train, Phoenix Flyers Dog Agility Club and Parkrun UK.

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

### **4 BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2016/17.

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

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

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

**DECIDED:** That it be noted that the next meeting of the Houston, Crosslee, Linwood, Riverside & Erskine LAC would be held at 6.00 pm on 23 November 2016 at a venue to be confirmed.

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 01 September 2016	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor Hood, Convener, presided.

### IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing); E Clements, Senior Solicitor; P Shiach, Committee Services Officer (for items 1-5(c) only); E Currie, Senior Committee Services Officer (for items 5(c) – 11 only); G McIntosh, Civic Government Enforcement Officer (for items 1, 2 and 8 only) and K Whiteside, Licensing Officer (Paralegal) (all Finance & Resources).

### DECLARATIONS OF INTEREST

Councillor B Brown declared a non-financial interest in relation to item 3 of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.



# 1 **TAXIS: PROPOSED AMENDMENT TO STANDARD CONDITIONS TO ALLOW DISPLAY OF NOTICES ON HEADRESTS**

There was submitted a report by the Director of Finance & Resources seeking an amendment to the standard conditions applicable to taxi licences following a request from Glasgow Airport Limited.

The report intimated that at the meeting of this Board held on 5 March 2014 it was decided that changes to the standard conditions of licences be made, this included a relaxation of standard condition 23 which restricted advertising on and in taxis in order to allow a customer service notice to be displayed on the tip up seats and bulkhead of a taxi. This change followed upon a request from Glasgow Airport Limited. Glasgow Airport Limited had now requested that this condition be relaxed further to allow these notices to be placed on the rear of headrests within taxis.

The report detailed the amended standard condition 23.

## **DECIDED:**

(a) That standard condition 23 applicable to taxi licences be amended to read:

“23. The holder of a taxi licence shall have his name and taxi licence number printed on both the near side and off side rear windows of the taxi in Roman letters not less than  $\frac{3}{4}$  of one inch and not greater than one inch in height and of proportional breadth and shall ensure that they are clearly legible during the currency of the licence. No notice, advertisement, printed bill, or other item shall be displayed on the outside or inside of a taxi without the previous consent of the licensing authority except:-

the name of the licence holder and the taxi licence number on the outside of the taxi; and

a notice containing information about methods of payment by card up to a permitted size of 200mm x 100mm on either the side windows or the interior of the taxi; and/or

a customer service notice (providing information in relation to making a complaint or giving feedback) up to a permitted size of 6 inches x 6 inches on the tip up seats, the rear of headrests (where displayed in a bespoke housing, appropriately attached to or covering the headrest) or bulkhead of the taxi,

the cumulative number of any payment method and customer service notices being limited to three.”

(b) That it be agreed that the standard condition as amended would be attached to any grant, renewal or variation of licence determined after 1 October 2016; and

(c) That it be agreed that officers use their discretion in respect of enforcement activity until such time as the revised condition was attached to all taxi licences.

## 2 **AIR WEAPONS AND LICENSING (SCOTLAND) ACT 2015: CHANGES TO METAL DEALERS LICENSING REGIME**

There was submitted a report by the Director of Finance & Resources providing an update on the implementation of the Air Weapons and Licensing (Scotland) Act 2015 with regard to changes being introduced to the metal dealers licensing regime with effect from 1 September 2016.

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

### **EXCLUSION OF PRESS AND PUBLIC**

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

### **DECLARATION OF INTEREST**

Councillor B Brown having declared an interest in the following item of business, left the meeting and took no part in any discussion or voting thereon.

## 3 **RENEWAL OF PRIVATE HIRE CAR OPERATOR'S LICENCE - PERSONAL APPEARANCE**

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

Iain Waddell, 64 Dunvegan Avenue, Elderslie – PH1347

There was no appearance by or on behalf of the applicant. The Convener proposed that the application be considered in Mr Waddell'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 two years. This was agreed unanimously.

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

### **SEDERUNT**

Councillor B Brown re-entered the meeting.

#### 4 **GRANT OF PRIVATE HIRE CAR OPERATOR'S LICENCE - PERSONAL APPEARANCE**

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

Mohammed Azher, 12 Parkholm Gardens, Parklands, Glasgow

The Assistant Managing Solicitor (Licensing) advised that this application had been granted under delegated authority for a period of one year.

**DECIDED:** That it be noted that Mr Azher's application had been granted under delegated authority for a period of one year.

#### 5 **GRANT OF PRIVATE HIRE CAR DRIVERS' LICENCES - PERSONAL APPEARANCES**

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

(a) Connor Smith, 186 Renfrew Road, Paisley

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

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

(b) William Patterson, 21 Knock Way, Gallowhill, Paisley

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

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

Councillor Hood, seconded by Councillor M Devine, moved that the application be granted for a period of one year.

Provost Hall, seconded by Councillor Mylet, moved as an amendment that the application be refused.

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

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

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

(c) Hamid Manafi, 30 East Crawford Street, Greenock

Mr Manafi, the applicant, was invited into the meeting together with Inspector Kirkwood and Ms Stevenson, on behalf of the Chief Constable who had submitted an objection and a further letter to the application. On hearing submissions by Police Scotland it was decided that this letter be taken into account when the application was being considered.

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

Councillor Hood, seconded by Councillor Mullin, moved that the application be granted for a period of one year.

Provost Hall, seconded by Councillor Mylet, moved as an amendment that the application be refused.

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

On a vote being taken, 3 members voted for the amendment and 6 members voted for the motion. The motion was accordingly declared carried.

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

## 6 **GRANT OF SECOND HAND DEALER'S LICENCE - PERSONAL APPEARANCE**

There was submitted the undernoted application for the grant of a Second Hand Dealer's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation received outwith the statutory timescale to the application:-

Applicant: Gentian Elshani, Flat 1/2 14 Sandholes Street, Paisley

Authorised activity: second hand cars

Trading from: 17C Greenhill Road, Paisley

Operating hours: Monday to Friday – 10.00 am to 8.00 pm

Saturday and Sunday – 11.00 am to 8.00 pm

Mr Elshani, the applicant, was invited into the meeting together with Inspector Kirkwood and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application. On hearing the reasons for the representation being received outwith the statutory timescale it was decided that the representation be taken into account when the application was being considered.

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 11.45 am and reconvened at 11.50 am.

### 7 GRANT OF LANDLORD REGISTRATIONS - PERSONAL APPEARANCES

Under reference to item 6(b) of the Minute of the meeting of this Board held on 2 June 2016 consideration was resumed of application (a) for the grant of Landlord Registration and under reference to item 3(c) of the Minute of the meeting of this Board held on 17 August 2016 consideration was resumed of application (b) for the grant of Landlord Registration. The applicants had been asked to appear personally for the second time together with Police Scotland in respect of application (b):-

(a) Fiona Siddall, Quick Save Supermarket, Box 63, Partida Murtar, Bajo 02/2, Pedreguer, 03750 Spain

Mr Tyler, the applicant's representative, was invited into the meeting. After consideration of matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened.

Councillor Hood, seconded by Councillor M Devine, moved that consideration of the application be continued to a future meeting of the Board to allow the applicant to obtain a Certificate of Completion from the Private Rented Housing Panel.

Councillor Mylet, seconded by Councillor Mullin, moved as an amendment that the application be considered at this meeting of the Board.

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

On a vote being taken, 4 members voted for the amendment and 5 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That consideration of the application be continued to a future meeting of the Board to allow the applicant to obtain a Certificate of Completion from the Private Rented Housing Panel.

(b) Edward Duffy, 10 Kilnknowe Cottages, Midton Road, Howwood

Mr Duffy, the applicant, was invited into the meeting together with Inspector Kirkwood and Ms Stevenson, on behalf of the Chief Constable. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

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

## ADJOURNMENT

The meeting adjourned at 1.05 pm and reconvened at 1.45 pm.

## **SEDERUNT**

Councillors M Brown and Mylet were not in attendance.

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

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

Mohammed Aslam, 7 Wedderlea Drive, Glasgow

Mr Aslam, the licence holder, was invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that Mr Crosgray, the complainer, had intimated that he would not be attending the meeting. After consideration of all matters before the Board, the Convener proposed that no action be taken at this time. This was agreed unanimously.

**DECIDED:** That no action be taken at this time.

### **9 GRANT OF PRIVATE HIRE CAR OPERATORS' LICENCES - PERSONAL APPEARANCES**

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

Renfrewshire Radio Taxis Limited, 6 Auchengreoch Avenue, Johnstone – 3 applications

Mrs Gatley, on behalf of the applicant, was invited into the meeting. The Assistant Managing Solicitor (Licensing) asked Mrs Gatley if she would be happy to address the Board only once on all applications with the Board reaching separate decisions on the applications. Mrs Gatley advised that she would be happy to address the Board only once on all applications with the Board reaching separate decisions on the applications.

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

(a) Councillor Hood, seconded by Provost Hall, moved that in relation to the application where the vehicle was being leased to Mr Gibson, the application be granted for a period of two years and that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Renfrewshire Radio Taxis Limited's Private Hire Car Operator's Licence and that the vehicle be licensed to carry 8 passengers.

Councillor M Devine, seconded by Councillor Mullin, moved as an amendment that in relation to the application where the vehicle was being leased to Mr Gibson, the application be granted for a period of one year and that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Renfrewshire Radio Taxis Limited’s Private Hire Car Operator’s Licence and that the vehicle be licensed to carry 8 passengers.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That in relation to the application where the vehicle was being leased to Mr Gibson, the application be granted for a period of two years and that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Renfrewshire Radio Taxis Limited’s Private Hire Car Operator’s Licence and that the vehicle be licensed to carry 8 passengers.

(b) Councillor Hood, seconded by Provost Hall, moved that in relation to the application where the vehicle was being leased to Mr Brown, the application be granted for a period of two years.

Councillor M Devine, seconded by Councillor Mullin, moved as an amendment that in relation to the application where the vehicle was being leased to Mr Brown, the application be granted for a period of one year.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That in relation to the application where the vehicle was being leased to Mr Brown, the application be granted for a period of two years.

(c) Councillor Hood, seconded by Provost Hall, moved that in relation to the application where the vehicle was being leased to Mr McNaughton, the application be granted for a period of two years.

Councillor M Devine, seconded by Councillor Mullin, moved as an amendment that in relation to the application where the vehicle was being leased to Mr McNaughton, the application be granted for a period of one year.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That in relation to the application where the vehicle was being leased to Mr McNaughton, the application be granted for a period of two years.



# 10 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:-

Duncan Story, Flat 2/2 17 Newton Street, Greenock – P1965

Mr Story, the applicant, was invited into the meeting together with his representatives, Mr Kilbride and Ms Keanie. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened.

Councillor Hood, seconded by Councillor Mullin, moved that consideration of the application be continued and that Mr Story attend a medical examination.

Councillor M Devine, seconded by Provost Hall, moved that the application be refused.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

**DECIDED:** That consideration of the application be continued and that Mr Story attend a medical examination.

# 11 GRANT OF TAXI DRIVER'S LICENCE - PERSONAL APPEARANCE

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

Roland Salzmann, 12 Birnock Avenue, Deanfield, Renfrew

Mr Salzmann, the applicant, and his representative, Mr McDonald, 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.





## Minute of Meeting

### Renfrewshire Appointment Board - Assistant Director - Schools

Date	Time	Venue
Tuesday, 13 September 2016	11:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Cameron, Glen, Henry, Lawson, M Macmillan and McCartin,

#### CHAIR

Councillor M Macmillan, Convener, presided.

#### IN ATTENDANCE

P MacLeod, Director of Children's Services and R Laouadi, HR Manager (Finance and Resources)

#### APOLOGY

Councillor Holmes

#### DECLARATIONS OF INTEREST

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

#### EXCLUSION OF PRESS AND PUBLIC

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

1 **APPOINTMENT OF ASSISTANT DIRECTOR - SCHOOLS - SHORT LEET**

There were submitted copies of the forms of application for the candidates for the post of Assistant Director - Schools. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend the assessment centre on 20 September 2016 and the interviews to be held on 5 October 2016.

**DECIDED:** That the candidates as agreed be short-leeted for attendance at the assessment centre on 20 September 2016 and the interviews to be held at the meeting of the Board to be held on 5 October 2016.

## Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 14 September 2016	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillors B Brown, Cameron, E Devine, Andy Doig, Glen, Harte, Henry, Holmes, Lawson, K MacLaren, M MacLaren, M Macmillan, McCartin, I McMillan and Williams.

### CHAIR

Councillor M Macmillan, Convener, presided.

### IN ATTENDANCE

S Black, Chief Executive; P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services and A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Lead Officer (Tackling Poverty and Welfare Reform) and L McIntyre, Strategic Planning and Policy Development Manager (all Chief Executive's); O Reid, Head of Public Protection (Community Resources); A Morrison, Head of Regeneration (Development & Housing Services); K Graham, Head of Corporate Governance and L Belshaw, Democratic Services Manager (both Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership) and J McKellar, Chief Executive, and N Bristow, Creative Learning Co-ordinator (both Renfrewshire Leisure).

### ADDITIONAL ITEM

The Convener indicated that there was an additional item in relation to an emergency motion from Councillors Holmes and E Devine concerning civic amenity sites in Renfrewshire, which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 1 below, should be considered by the Board as a matter of urgency, authorised its consideration.

## DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting. Councillor Henry subsequently declared an interest in relation to item 5 of the agenda.

### 1 CIVIC AMENITY SITES

Councillor Holmes, seconded by Councillor E Devine, moved that Council recognises the need to provide services that meet the needs of residents across Renfrewshire. Council recognises there has been a material change in circumstances insofar as the changes were having a greater impact on usage than anticipated. Council agrees to restore services at the civic amenity sites in Erskine, Johnstone, Linwood and Renfrew to previous levels and will fund this in the current year from a draw down from the Strategic Waste Reserve and account for the ongoing cost in setting the general fund revenue budget for 2017/18.

Council further calls on the Scottish Government to restore our funding to a level that does not result in the reduction of services.

Councillor Lawson, seconded by Councillor K MacLaren moved that the paragraph "Council further calls on the Scottish Government to restore our funding to a level that does not result in the reduction of services." be removed.

On the roll being called, the following members voted for the amendment: Councillors Cameron, Andy Doig, Lawson, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors B Brown, E Devine, Glen Harte, Henry, Holmes, M Macmillan, McCartin, I McMillan and Williams.

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

**DECIDED:** That Council recognises the need to provide services that meet the needs of residents across Renfrewshire. Council recognises there has been a material change in circumstances insofar as the changes were having a greater impact on usage than anticipated. Council agrees to restore services at the civic amenity sites in Erskine, Johnstone, Linwood and Renfrew to previous levels and will fund this in the current year from a draw down from the Strategic Waste Reserve and account for the ongoing cost in setting the general fund revenue budget for 2017/18.

Council further calls on the Scottish Government to restore our funding to a level that does not result in the reduction of services.

## TACKLING POVERTY PROGRAMME

### 2(a) PROJECT UPDATE ON MAKING FUTURES

There was submitted a report by the Chief Executive relative to the Making Futures project, run by Renfrewshire Leisure, within the Tackling Poverty Programme.

The central aim of the project was to use creative cultural participation, along with innovative literacies and ICT projects to support children and families through life transitions. The project was based around three strands: Junior Makers (for young people up to the age of 8); Makerversity (for young people ages 15-25) and Make Do, which offered a range of 'try out' activities, open to all.

In June 2016, all three strands of the project were brought together in a dedicated 'Maker Space' at Paisley Museum. The summer studio ran from June until September 2016 and attracted 1765 participants, 707 of whom attended facilitated sessions with the remaining 1058 attending drop-in activities.

The Creative Learning Co-ordinator, Renfrewshire Leisure, gave a presentation to the Board which outlined the different strands of the project and the areas covered, including for Junior Makers: the creative café, bedtime reading, loan to learn and coding clubs; for Makerversity: club animate plus, Wee Red Dot (youth voice film and media programme); class dismissed and Renfrew on Film; and for Make Do: the Crafternoon Tea, craft collectives and 10 Pieces (a cross-curricular project of dance, music and drama, delivered in eight schools across Renfrewshire).

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

## 2(b) **SCOTTISH INDEX OF MULTIPLE DEPRIVATION - 2016 RELEASE**

There was submitted a report by the Chief Executive relative to the new release of the Scottish Index of Multiple Deprivation (SIMD) which was issued on 31 August 2016. The SIMD provided new data on relative deprivation across Scotland at local authority and small-area level. The SIMD was first released in 2004 with further updates in 2009 and 2012. The report highlighted the key findings of the new release for Renfrewshire in terms of planning and resource allocation, partnership engagement and current programmes of work.

The report intimated that while one datazone within the Ferguslie Park area of Paisley was ranked as the most deprived in the country, Renfrewshire as a whole saw its share of the most deprived areas nationally decrease. It was noted that further analysis would be undertaken which would be presented for discussion at the Renfrewshire Community Planning Partnership Board and to each local area committee in order to explore the key actions and activities to be prioritised at a local level. This analysis would in turn inform the development of the Local Outcome Improvement Plan 2017.

The report outlined that the number of people in Renfrewshire identified as income and employment deprived increased by 6% and 15% respectively on the 2012 release. These reductions were mirrored in Ferguslie Park where there were 6% fewer income deprived and 17% fewer employment people identified. It was important to note that the SIMD identified deprived areas not people. Not all deprived people lived in deprived areas and nationally two out of three people who were income deprived did not live in areas identified as the most deprived. The converse was also true: not everyone in a deprived area was deprived. Just fewer than one in three people living in a deprived area were income deprived at a national level.

**DECIDED:**

- (a) That the publication of SIMD 2016 and the summary information provided at a Renfrewshire and national level in the report be noted;
- (b) That it be agreed that further analysis of the data be undertaken and reported to Renfrewshire Community Planning Partnership Board to explore required action at a partnership level;
- (c) That it be agreed that the SIMD 2016 information released should inform the development of Renfrewshire's Local Outcome Improvement Plan which would be developed in early 2017;
- (d) That it be agreed that detailed locality level analysis will be undertaken and presented to each local area committee; and
- (e) That it be noted that information available from SIMD would inform service and corporate planning activities going forward, particularly in relation to the Tackling Poverty and Raising Attainment programmes of work.

**2(c) CONSULTATION ON A CHILD POVERTY BILL FOR SCOTLAND**

There was submitted a report by the Chief Executive relative to a proposed response to the Scottish Government's consultation on a Child Poverty Bill for Scotland.

The consultation sought views on the Government's proposals, including: putting in legislation an ambition to eradicate child poverty; reinstating statutory income-based targets to reduce the number of children living in poverty; placing a duty on Scottish Ministers to develop a Child Poverty Delivery Plan; and to report annually on their progress towards developing that plan.

**DECIDED:** That the proposed response be approved for submission to the Scottish Government.

**3 REVENUE BUDGET MONITORING**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources. The report intimated that following changes in the remit of the Board to include oversight of Renfrewshire Leisure Limited, Renfrewshire Health and Social Care Partnership and the Glasgow & Clyde Valley City Deal, the Board would now receive budget monitoring information relative to these services.

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

**4 CAPITAL BUDGET MONITORING**

There was submitted a capital budget monitoring report by the Director of Finance & Resources. As indicated at item 3 above, the Board would now receive budget monitoring reports relative to Renfrewshire Leisure Limited, Renfrewshire Health and Social Care Partnership and Glasgow & Clyde Valley City Deal.

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

## 5 POSSIBLE IMPLICATIONS FOR RENFREWSHIRE OF THE VOTE TO LEAVE THE EUROPEAN UNION

There was submitted a report by the Chief Executive relative to the possible implications for Renfrewshire of the vote to leave the European Union. The report outlined at a high level the potential implications for both the Council and Renfrewshire communities and businesses from the vote to leave the EU (Brexit) across a range of areas. It was highlighted that the implications for Renfrewshire were likely to take several years to become fully apparent, during which ongoing uncertainty was likely to adversely impact on the Council's financial outlook. Brexit was a process which would require the Council to be continually vigilant in understanding the implications of decisions taken prior to and throughout the exit negotiation period and subsequent to this as the UK trade and legal position developed.

The report outlined key messages in relation to the economy; future Council resources; the City Deal and the City Region; legal and procurement; EU nationals and employees; community planning partners; local businesses and connectivity; and housing.

It was proposed that the Chief Executive obtain the up-to-date position in relation to Ryanair and that this be included in the next report to the Board on Brexit. This was agreed.

### **DECIDED:**

- (a) That the information contained in the report be noted;
- (b) That it be noted that the Chief Executive would form a working group, including representation from Community Planning Partners, to examine and continually monitor the implications of Brexit for the Council and Renfrewshire communities;
- (c) That it be noted that the financial and economic risks associated with Brexit would be appropriately recognised in the Council's financial planning arrangements, and that those risks would be highlighted to the Scottish Government;
- (d) That it be noted that the Head of OD and Workforce Planning would communicate regularly with all employees to update them with regards to any employment issues which result from changes in legislation linked to the Brexit process;
- (e) That it be noted that specific discussion with regards to the implications for Brexit would be included as a regular item on the Community Planning Partnership agenda;
- (f) That it be noted that the Chief Executive would ensure the implications of Brexit for the Glasgow City Region City Deal would be regularly discussed with partner Councils and the City Deal PMO; and also that the City Deal Cabinet had agreed where possible to accelerate infrastructure investment projects;
- (g) That it be noted that future briefings would be provided as appropriate to members as the exit process developed; and
- (h) That the Chief Executive obtain the up-to-date position in relation to Ryanair and that this be included in the next report to the Board on Brexit.



## **DECLARATION OF INTEREST**

Councillor Henry declared a non-pecuniary interest in the following item as she was a member of the Board of West College Scotland.

### **6 STRATEGIC PARTNERSHIP AGREEMENT WITH WEST COLLEGE SCOTLAND**

There was submitted a report by the Chief Executive relative to the strategic partnership agreement (SPA) which had been developed with West College Scotland. The SPA was structured around four key strategic themes of place, economy and jobs, learning and expertise and innovation. These four key themes would ensure that workstreams developed through the SPA would remain focused on issues that delivered the greatest benefit to the Renfrewshire economy and residents. Strategic priorities aligned to each of the four themes had been developed and identified from the Council Plan and the West College Scotland strategic priorities document "Collective Ambition, Pride and Passion 2015-2020". Details of opportunities for collaboration between the Council and West College Scotland had been identified and these were highlighted in the report.

The report intimated that the partnership with West College Scotland would complement the SPA agreed previously by the Council with the University of the West of Scotland.

**DECIDED:** That the SPA with West College Scotland be approved.

### **7 AUDITING BEST VALUE - A NEW APPROACH**

There was submitted a report by the Chief Executive relative to an overview of the key principles of the new Best Value approach and the changes to the auditing requirements for this new approach and the impact for the Council.

The report intimated that in 2014, Audit Scotland reviewed the Best Value 2 audit process, which covered 17 local authorities and included 26 audits across five years. Following on from this review, the Accounts Commission approved a new approach to Best Value audits which set out that all Scottish councils would have a Best Value Assurance Report in the next five years, in order to provide greater assurances to the public that all local authorities were meeting their Best Value duties, rather than focus on local authorities where improvement was required. The Accounts Commission had identified six councils for whom a Best Value Assurance Report would be completed between October 2016 and April 2017, and Renfrewshire Council was one of the six.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted that Renfrewshire Council would be subject to a Best Value Assurance Report in 2016/17.

### **8 UNACCOMPANIED AND ASYLUM-SEEKING CHILDREN**

There was submitted a report by the Director of Children's Services relative to the dispersal of unaccompanied asylum-seeking children who were currently based in Kent. The report intimated that officers from the Council had been exploring options

to support a small number of these children in Renfrewshire and a proposed service model had been developed for implementation during Autumn 2016, subject to Board approval and agreement with the Home Office and Care Inspectorate.

The report outlined the legal and financial implications, the proposed model of support and integration, including the establishment of an integration network.

**DECIDED:**

(a) That the work undertaken by officers to consider the legal and financial implications of supported unaccompanied asylum-seeking children in Renfrewshire and the role of officers in related national working groups be noted; and

(b) That it be agreed that the Director of Children's Services now implemented the proposed local support arrangements for unaccompanied asylum seeking children in Renfrewshire, subject to Care Inspectorate approval and final Home Office agreement.

## 9 **PAISLEY TOWN CENTRE - 10-YEAR ACTION PLAN**

There was submitted a report by the Director of Development & Housing Services relative to a proposed 10-year action plan for Paisley Town Centre.

The report intimated that the regeneration of Paisley Town Centre remained one of the key priorities of the Renfrewshire Council Plan. The action plan aimed to achieve an identification of the key priorities for Paisley Town Centre in the current context of the investment in the three Renfrewshire City Deal projects and the preparation of the bid for UK City of Culture 2021, and having identified priority locations to outline a series of short, medium and longer-term objectives for each area.

The key elements of the action plan included the goals of building on the success of the culture and heritage strategy; a positive image for Paisley; a town centre that worked better for Paisley and the region; was forward thinking and innovative; provided opportunities for local people, was a stimulus to property investment, development and re-use; and the establishment of Paisley as a destination in its own right. The vision was defined by a series of goals which set out the strategic activity areas of Gilmour Street Gateway; High Street and University of the West of Scotland Campus; Abbey and River Precinct; and improving connections.

The report outlined the next steps in the development of the action plan, including public consultation and how this would be undertaken.

The Head of Regeneration gave a presentation on the Vision for 2026.

**DECIDED:** That the draft Paisley Town Centre Action Plan be approved for consultation during autumn 2016 and that it be agreed that the outcomes of the stakeholder consultation be reported to the Board thereafter together with a final version of the Action Plan.

## 10 **LIVING WAGE ACCREDITATION - PROGRESS REPORT**

There was submitted a report by the Chief Executive relative to the Council's Living Wage Accreditation under the scheme organised by the Poverty Alliance in partnership with the Living Wage Foundation.

The Scottish Living Wage Accreditation initiative was established in 2014 with the aim of increasing the number of employers in Scotland who were recognised for paying their staff the Living Wage. The purpose of applying for accreditation was to demonstrate the Council's commitment to the Living Wage and to the difference payment of the Living Wage could make to the lives of its employees and to tackle low pay by contractors who provided services funded by the Council. In order to be accredited, the Council was required to undertake phased implementation of measures identified in the application. In addition the Council had also produced a Living Wage action plan to respond to any areas of development to maintain accreditation along with any wider actions that the Council could undertake to demonstrate commitment and leadership around the benefits of the Living Wage. The Council's accreditation was confirmed in July 2016.

The Living Wage was an hourly rate set independently and updated annually and was calculated according to the basic cost of living in the UK. As part of the nationally negotiated pay settlement, the Council had been paying the Living Wage plus 1% from 1 April 2016 which was £8.33. In 2015 there were approximately 15,000 jobs across Renfrewshire which were paid below the Living Wage and that equated to 20% of the jobs in the area. This was an improvement on the figures from 2014 where 16,000 jobs were estimated as paying below the living wage.

### **DECIDED:**

(a) That the Council's accreditation as a Living Wage employer in terms of the Scottish Living Wage Accreditation Scheme be noted; and

(b) That the Living Wage action plan, as appended to the report, be approved to support the payment of Living Wage across Renfrewshire.

### **SEDERUNT**

Councillor I McMillan left the meeting prior to consideration of the following item.

## 11 **DIGITAL STRATEGY RENFREWSHIRE**

There was submitted a report by the Chief Executive relative to "Digital Renfrewshire" the Council's digital strategy for 2016/19, which set out a vision and approach to tackling digital exclusion in Renfrewshire. It followed on from the digital participation plan which was an important component of the Council's Tackling Poverty programme. The digital participation plan identified the need for an overarching digital strategy that would co-ordinate existing and future digital initiatives so that they had the maximum impact on digital participation across Renfrewshire.

The digital strategy sought to raise awareness of the growing digital divide and to address this through an action plan, which would be refreshed on an annual basis in response to changing needs and emerging digital developments. The strategy included detail on governance and consultation mechanisms for measuring success.

**DECIDED:**

- (a) That the evidence of digital exclusion in Renfrewshire and the need for a digital strategy which put digital participation at the centre be noted; and
- (b) That the Digital Strategy appended to the report be approved.

**12 RENFREWSHIRE COUNCIL - INTEGRATED ENFORCEMENT POLICY**

There was submitted a report by the Director of Community Resources relative to a proposed integrated enforcement policy to ensure that enforcement decisions made by the Council were consistent and transparent.

The proposed policy, which was appended to the report, intimated that the Council had statutory powers and duties to determine applications and consider suspension of licences and to enforce certain legislation within Renfrewshire. The policy governed how these regulatory controls were applied across the Council in services including consumer protection, environmental health, community safety, building standards, civic government licensing and housing. The policy took into account the requirements of the Regulators' Code for reserved matters and the Scottish Regulators' Strategic Code of Practice for devolved matters. These codes exemplified best practice and stressed the need for regulatory services to adopt a positive and proactive approach towards ensuring compliance.

**DECIDED:**

- (a) That the Renfrewshire Council Integrated Enforcement Policy, appended to the report be approved; and
- (b) That officers be authorised to prepare guidance notes relevant to individual service areas as appropriate.

**13 CULTURE, HERITAGE AND EVENTS FUND**

There was submitted a report by the Director of Development & Housing Services relative to applications to the Culture, Heritage and Events Fund (CHEF).

The report intimated that a fund of £500,000 had been established to support relevant activities to support the development of Paisley's bid to become UK City of Culture in 2021. The key objectives of the fund were set out in the report. The applications referred to in the report related to the second of three rounds in 2016. A further three rounds were planned for 2017, during the City of Culture bidding period. It was noted that 36 applications had been received by the deadline date of 1 August 2016, with a total value of £309,096. The assessment panel, in consultation with the Paisley 2021 Partnership Board had recommended 18 applications for approval.

Potential applicants received guidance on the aims, objectives and outcomes required to be successful for grant funding. A clear evaluation framework was established to allow assessment of applications.

The report sought approval to make adjustments to the guidelines and application form in advance of the next funding round, in particular to introduce a bespoke application form, rather than the current generic Council form and to amend the guidance to highlight that applications were encouraged in particular from communities that were under-represented in the applications received to-date.

**DECIDED:**

- (a) That the high level of interest again generated in this second round of the CHEF be noted;
- (b) That the grant awards as recommended by the Paisley 2021 Partnership Board as detailed in section 4 of the report to the total value of £128,396 be approved;
- (c) That the status of the additional projects supported by delegated authority during the first round of applications be noted;
- (d) That the need for the development and approval of a bespoke application form - specific to the CHEF - that supported the description and outputs of cultural and creative projects be noted; and
- (e) That an amendment to the CHEF guidelines that would advertise the next funding round in December, as outlined in paragraph 6.3 of the report, be approved.

## Minute of Meeting

### Renfrewshire Appointment Board - Head of Early Years & Inclusion

Date	Time	Venue
Thursday, 15 September 2016	12:30	CMR 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Henry, Holmes, J MacLaren, K MacLaren, I McMillan, M Macmillan and Noon.

#### CHAIR

Councillor M Macmillan, Convener, presided.

#### IN ATTENDANCE

P MacLeod, Director of Children's Services and R Laouadi, HR Manager (Finance & Resources).

#### DECLARATIONS OF INTEREST

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

#### EXCLUSION OF PRESS AND PUBLIC

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

1 **APPOINTMENT OF HEAD OF EARLY YEARS AND INCLUSION - SHORT LEET**

There were submitted copies of the forms of application for the candidates for the post of Head of Early Years and Inclusion. The Board considered the applications and agreed the short leet of candidates who would be invited to attend the assessment centre on 21 September 2016 and the interviews to be held on 6 October 2016.

**DECIDED:** That the candidates as agreed be short-leeted for attendance at the assessment centre on 21 September 2016 and the interviews to be held at the meeting of the Board to be held on 6 October 2016.

## Minute of Special Meeting Renfrew and Gallowhill Local Area Committee

Date	Time	Venue
Monday, 19 September 2016	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

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

### CHAIR

Councillor M Devine, Convener, presided.

### COMMUNITY REPRESENTATIVES

J Shaw, Renfrew Community Council; A Philpot, Renfrewshire Visually Impaired Forum; and P Watson, St Margaret's Episcopal Church.

### IN ATTENDANCE

F Carlin, Head of Planning & Development (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

### APOLOGIES

D Hoey, Renfrew Burgh Band and J Young, Friends of Renfrew.

### DECLARATIONS OF INTEREST

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



## 1 APPLICATION FOR LOCAL AREA COMMITTEE GRANT FUNDING

Under reference to item 7 of the Minute of meeting of this Local Area Committee held on 16 August 2016, there was submitted a report by the Director of Finance & Resources relative to an application received for local area committee funding.

**DECIDED:** That the application for funding be determined as follows:-

### **SINGLE AREA**

Robertson Park Bowling Club – Refurbishment of bowling greens

Councillor M Devine, seconded by Councillor Murrin, moved that Robertson Park Bowling Club be awarded £30,000.

Councillor Perrie, seconded by Councillor McEwan, moved as an amendment that Robertson Park Bowling Club be awarded £15,000 with the balance of the application being matched from existing club resources.

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

On a vote being taken, three members voted for the amendment and three members voted for the motion. There being an equality of votes cast the Convener used her second and casting vote in favour of the motion. The motion was accordingly declared carried.

## Minute of Meeting

### Audit, Scrutiny and Petitions Board

Date	Time	Venue
Monday, 19 September 2016	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillors Bibby, M Brown, Caldwell, M Devine, Provost Hall, Councillors J MacLaren, Perrie and J Sharkey.

#### CHAIR

Councillor J Sharkey, convener, presided.

#### IN ATTENDANCE

C Grainger, Service Planning & Policy Development Manager, lead officer, D McNab, Transportation Manager and E Lorimer, Supervisory Transportation Officer (all Community Resources); A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, L Belshaw, Democratic Services Manager, S Fanning, Senior Health & Safety Officer, A McMahon, Chief Auditor and L Mullin, Principal HR & OD Adviser (all Finance & Resources).

#### DECLARATIONS OF INTEREST

Councillor J Sharkey declared an interest in item 10 of the agenda as he was a member of the Kids Need Our Ward campaign.

#### ALSO ATTENDING

B Howarth, Assistant Director, and A McGregor, Senior Audit Manager (both Audit Scotland).

## 1 **AUDIT OF ANNUAL ACCOUNTS 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the Audit of Annual Accounts 2015/16. The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year. The audit also gave an opinion on whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973. In addition, Audit Scotland also audited the accounts of the charities which the Council controlled, ie Common Good Funds and other Charitable Trusts. In accordance with International Auditing Standards (ISA260) Audit Scotland were obliged to report to those charged with the governance of the organisation matters which had arisen in the course of the audit.

Under the Local Authority Accounts (Scotland) Regulations 2014, the Council must meet to consider the Annual Accounts and aim to approve those accounts for signature no later than 30 September. The audited financial statements would be presented to Council for approval at the meeting on 29 September 2016.

**DECIDED:** That the report, and attached Audit Scotland reports be noted.

## 2 **SUMMARY OF INTERNAL AUDIT FINDINGS TO 30 JUNE 2016**

There was submitted a report by the Chief Auditor relative to the requirement, in terms of the Public Sector Internal Audit Standards (PSIAS), that Internal Audit communicated the results of each engagement to the Board. The appendix to the report provided a summary of findings in relation to final reports issued for those engagements completed during the period 1 April to 30 June 2016.

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 and Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited, co-ordination of the Council's corporate risk management activity and management of the benefit investigation and insurance teams.

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

## 3 **INTERNAL AUDIT AND COUNTER FRAUD PROGRESS AND PERFORMANCE TO 3 JUNE 2016**

There was submitted a report by the Chief Auditor relative to internal audit and counter-fraud progress and performance for the period 1 April to 30 June 2016 in terms of the delivery of the audit plan. The report outlined the percentage of audit work completed as at 30 June 2016. The report referred to the introduction of a revised audit management system, and also recommended changes to the Audit Plan to accommodate increased resources being targeted towards anticipated unplanned work and these were set out in the report.

It was noted that the resources in the Audit Plan would be regularly monitored and any audits recommended for cancellation would be reinstated to the plan on a priority basis.

The report intimated that in terms of counter-fraud, the current focus was in establishing priorities and ensuring that there were adequate policies and procedures in place to support the counter-fraud agenda.

**DECIDED:**

(a) That the internal audit and counter-fraud team progress and performance to 30 June 2016 be noted; and

(b) That the proposed changes to the internal audit plan be approved.

#### **4 INTERNAL AUDIT CHARTER**

There was submitted a report by the Chief Auditor relative to the Internal Audit Charter which was reviewed on an annual basis. The Charter had been developed to ensure compliance with the Public Sector Internal Audit Standards (PSIAS) which came into effect on 1 April 2013 and had been revised in April 2016 to include the Mission of Internal Audit and the Core Principles for the Professional Practice of Internal Auditing. The new Charter reflected these revisions.

In addition, the report intimated that the current review had identified that it would be beneficial to include a section detailing the arrangements for internal audit in the Council's associate and other bodies. The appointment of the Chief Auditor as the Chief Internal Auditor for the Renfrewshire Health and Social Care Integration Joint Board and recognition that Internal Audit might undertake work for other organisations on a commercial basis, where this was in the interests of the Council, was also reflected.

**DECIDED:** That the Internal Audit Charter be approved.

#### **5 NATIONAL FRAUD INITIATIVE IN SCOTLAND**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's report, published in June 2016, on the National Fraud Initiative (NFI) in Scotland. The NFI was a national data matching exercise carried out by Audit Scotland with the aim of identifying instances of possible fraud or error. The NFI 2014/15 involved 104 Scottish bodies across three sectors. The initiative which was co-ordinated in this Council by internal audit, operated on a two-year cycle with the data being downloaded and electronically matched centrally one year and the results issued, investigated and reported in the next. In October 2014 data was downloaded from the Council's systems onto the NFI website and matched. Examples of matches were Council tax records to the latest Electoral Register, housing benefit to employees and public sector occupational pensions, and blue badge records to deceased persons' records. The Council had to date identified housing benefit overpayments of £202,278 and had achieved the second highest level of outcomes from their 2014/15 NFI investigations.

The report highlighted that Scottish public bodies had recorded outcomes of £16.8 million since the last NFI report in June 2014. The cumulative outcomes from the NFI in Scotland were now around £110.6 million and £1.39 billion across the UK.

**DECIDED:**

- (a) That the report from Audit Scotland and the significant outcomes for Renfrewshire Council be noted;
- (b) That the Council's current arrangements and improvement actions arising from the recommendations contained within the Audit Scotland report be noted; and
- (c) That it be noted that a further NFI exercise would be carried out in 2016/17.

**6 ABSENCE STATISTICS**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 January to 19 June 2016. The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay. The overall number of days lost during 2015/16 and for the equivalent quarters in the previous year were shown.

It was proposed that, if possible, evidence in relation to the outcomes of work-related stress be reported to a future meeting of the Board. This was agreed.

**DECIDED:**

- (a) That the report be noted; and
- (b) That, if possible, evidence in relation to the outcomes of work-related stress be reported to a future meeting of the Board.

**7 AUDIT SCOTLAND REPORTS - BENEFITS PERFORMANCE AUDIT ANNUAL UPDATE 2015/16 AND HOUSING BENEFIT GOOD PRACTICE GUIDE**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's report 'Benefits Performance Audit Annual Update 2015/16', appendix 1 to the report, which provided a summary of the performance audit work carried out by Audit Scotland on the housing benefit services during 2015/16, including Renfrewshire Council. The report highlighted key issues from the risk assessments carried out and identified good practice.

The report intimated that in April 2016, Audit Scotland issued a 'Best Practice Guide', appendix 2 to the report, which summarised initiatives which had been introduced by councils and identified by the risk assessments carried out during 2013/14 and 2014/15. It was noted that officers had reviewed in full all of the best practice examples and had established a working group to consider the ideas and assess the appropriateness of their application in Renfrewshire.

**DECIDED:**

- (a) That the Audit Scotland Report 'Benefits Performance Audit Annual Update 2015/16' be noted; and
- (b) That the Audit Scotland Report 'Housing Benefit Good Practice Guide' be noted.

## 8 **ACCOUNTS COMMISSION REPORT - "MAINTAINING SCOTLAND'S ROADS - A FOLLOW-UP REPORT" DATED 4 AUGUST 2016**

There was submitted a joint report by the Directors of Community Resources and Finance & Resources relative to the Accounts Commission report - "Maintaining Scotland's Roads - A Follow-up Report".

The report intimated that the Accounts Commission published reports on road maintenance in 2011 and 2013. The latest report, published on 4 August 2016, reviewed changes in road condition and spending on roads maintenance since the 2011 report; progress made against previous audit recommendations; and progress made against the actions set out in the National Roads Maintenance Review. The report provided the key highlights from the latest Audit Scotland report and outlined the positive position of Renfrewshire Council in respect of the findings, including that between 2011/12 and 2014/15, Renfrewshire roads had improved by 2% with 14 councils having seen road condition deteriorate and 18 having seen improvement; and that Renfrewshire spent slightly more in 2014/15 than was considered necessary to maintain road condition, with 18 councils having not spent enough and 14 councils having spent more.

It was proposed that in relation to those 18 councils that had seen improvement in their road condition, further information be provided to members on the percentage improvement, if possible. This was agreed.

### **DECIDED:**

(a) That the findings of the Audit Scotland Report "Maintaining Scotland's Roads - A Follow-up Report" and Renfrewshire's position in respect of observations and recommendations be noted; and

(b) That in relation to those 18 councils that had seen improvement in their road condition, further information be provided to members on the percentage improvement, if possible.

## 9 **AUDIT, SCRUTINY AND PETITIONS BOARD ANNUAL REPORT 2015/16**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2015/16 annual report, prepared in terms of the Council's Code of Corporate Governance, which highlighted the issues considered by the Board during the period September 2015 to June 2016, when the Board met on eight occasions.

The report intimated that during the course of the year, members had considered many different subjects including those agreed in terms of their annual programme; annual reports by the Scottish Public Services Ombudsman and the Commissioner for Ethical Standards in Public Life in Scotland; a number of audit-related matters including the audit of accounts, the strategic internal audit plan, internal and external audit findings, corporate governance and risk. Members had also undertaken a training programme in terms of their audit committee role.

In addition the Board had considered a number of petitions during the course of the period covered by the report and details of the petitions received and their outcomes were provided in the appendix to the report.

In relation to the information contained within the 'outcomes' section of the appendix to the report, it was proposed that further information be provided and that the Depute Convener write to the Democratic Services Manager to advise what should be included. This was agreed.

**DECIDED:**

- (a) That the Audit, Scrutiny and Petitions Board annual report, including the report on petitions received and their outcomes, be noted; and
- (b) That in relation to the information contained within the 'outcomes' of the appendix to the report, that further information be provided and that the Depute Convener write to the Democratic Services Manager to advise what should be included.

**DECLARATION OF INTEREST**

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

**10 REVIEW OF WARD 15 (CHILDREN'S WARD) ROYAL ALEXANDRA HOSPITAL (LEAD OFFICER COLIN GRAINGER)**

Under reference to item 2 of the Minute of the meeting of the Board held on 6 June 2016, there was submitted a report by the lead officer relative to the review of Ward 15 (Children's Ward) Royal Alexandra Hospital, Paisley.

The report outlined progress in terms of taking forward the review since the Board meeting on 6 June, including additional information provided by NHS Greater Glasgow and Clyde on questions arising from the special meeting of the Board held on 23 May 2016; output from Renfrewshire Council's online consultation on Ward 15; and recent decisions taken by NHS Greater Glasgow and Clyde regarding public engagement on service changes at the Royal Alexandra Hospital, Ward 15. In light of these additional developments, the report indicated that a final draft of the Board's report relative to the review would be submitted to the Board to be held on 28 November 2016.

**DECIDED:**

- (a) That the progress of the review be noted;
- (b) That the additional information provided by NHS Greater Glasgow and Clyde following their presentation to the Board in May 2016 be noted;
- (c) That the output of the online consultation be noted; and
- (d) That the decision of the NHS Greater Glasgow and Clyde Board to agree an approach to public engagement on a series of service changes, including the review of paediatric inpatient services at the Royal Alexandra Hospital, Ward 15, be noted.

**11 PETITION: TIREE AVENUE, RENFREW**

Under reference to item 8c of the Minute of the meeting of the Board held on 21 September 2016 there was submitted a report by the Director of Finance & Resources relative to the petition by Ms J Campbell that "Renfrewshire Council: agree to place



speed bumps in Tiree Avenue for the safety of local children and drivers." It was noted that the petitioner had indicated that she would not be attending the meeting and did not wish to pursue the petition further.

The report intimated that the Head of Amenity Services had advised previously that that the Council was unaware of speeding instances in Tiree Avenue, Renfrew. However any injury accidents history in the street would be investigated and a meeting with Police Scotland would be arranged to discuss the issues in detail. The Board had agreed that the petition be continued to allow a site meeting to take place to establish the extent of the problem. The site visit took place, attended by the petitioner, following which it was agreed that a driver-feedback signal be installed to monitor vehicle speeds. The feedback sign recorded average speeds of 13 mph for north-bound vehicles and 12 mph for south-bound vehicles.

It was proposed it be noted that the petitioner did not wish to pursue the petition further and that no further action be taken on the petition. This was agreed.

**DECIDED:** That it be noted that the petitioner did not wish to pursue the petition further and that no further action be taken on the petition.

## 12 **PETITION: CORSEBAR ROAD, PAISLEY**

Under reference to item 7 of the Minute of the meeting of the Board held on 15 February 2016 there was submitted a report by the Director of Finance & Resources relative to the petition from Ms Dryburgh.

There was no appearance by Ms Dryburgh and it was proposed that consideration of the petition be continued to the meeting of the Board to be held on 28 November 2016. This was agreed.

**DECIDED:** That consideration of the petition be continued to the meeting of the Board to be held on 28 November 2016.

Prior to consideration of the following item, the Convener welcomed Ms Johnstone and Mr Porter to the meeting.

## 13 **PETITION: SERGEANT LAW ROAD, SAFETY MEASURES**

There was submitted a report by the Director of Finance & Resources relative to a petition from Ms Cheryl Johnstone in the following terms:

"The purpose of this petition is to make Sergeant Law Road at the junction of Gleniffer Braes safer for all road users by putting traffic calming measures, ie reduce speed limit, all vegetation away from sides of road to allow drivers more visibility, install mirrors at junction, and any other safety measures which may be allowed."

The report intimated that following a fatal accident on 5 July 2016 a joint site visit had been undertaken by Police Scotland and the Council's roads service. Arising from this a number of improvements had been/or were going to be taken forward by the Council on the basis of observations and recommendations made by Police Scotland.



These included reducing the speed limit from 60 mph to 40 mph; additional 'slow' markings painted on the carriageway; a new finger-post direction sign; shrubbery and grass on the verge being cut back as part of the on-going maintenance of this stretch of road; regular routine maintenance of road signs and verge shrubbery to continue and road inspectors being reminded to highlight all road signs that needed vegetation cleared to maintain visibility on an on-going basis.

The report indicated that it may be considered whether the Council had already addressed the petition by the measures outlined but that it was for the Board to determine whether they wished to hear it.

The Board agreed that it would hear the petition and then heard from Ms Johnstone, Mr Porter and from the Transportation Manager. Ms Johnstone intimated that her on-line petition had received 24,711 signatures to date.

It was proposed that the improvements which had been or were being put in place be noted; that it be recommended that the proposed reduction in the speed limit from 60 mph to 40 mph be instead to 30 mph; that it be noted that the Transportation Manager would arrange a meeting with the petitioner and Police Scotland in relation to the proposed reduction to 30 mph; and that a site visit be arranged for those members of the Board who wished to attend. This was agreed.

**DECIDED:**

- (a) That the improvements which had been or were being put in place be noted;
- (b) That it be recommended that the proposed reduction in the speed limit from 60 mph to 40 mph be instead to 30 mph;
- (c) That it be noted that the Transportation Manager would arrange a meeting with the petitioner and Police Scotland in relation to the recommended reduction to 30 mph; and
- (d) That a site visit be arranged for those members of the Board who wished to attend.

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

**14 PETITION: ROAD SURFACE, MORAR CRESCENT, BISHOPTON**

There was submitted a report by the Director of Finance & Resources relative to a petition, containing 50 signatures, which had been received from Mr Holms in the following terms:

"The purpose of this petition is to make the Council aware of the poor condition of Morar Crescent's Bishopton, Road Surface. Council action required would be to repair and re-surface the road in Morar Crescent, Bishopton to an acceptable standard."

The report intimated that the Director of Community Resources advised that the Council at its meeting held on 3 March 2016 had agreed that the capital investment programme for the roads and footways network for financial year 2016/17 would be £3.191 million. Subsequently it was reported in the Information Bulletin on 29 April 2016 how this investment would be allocated. Morar Crescent, Bishopton was not included in the 2016/17 programme.

The Board then heard from Mr Holms, Mr Hunter and from the Transportation Manager.

It was proposed that no action be taken on the petition and that it be recommended that Morar Crescent, Bishopton be assessed using the same criteria as all other roads in Renfrewshire in terms of being included in the 2017/18 programme. This was agreed.

**DECIDED:** That no action be taken on the petition and that it be recommended that Morar Crescent, Bishopton be assessed using the same criteria as all other roads in Renfrewshire in terms of being included in the 2017/18 programme.

**15 PETITION: TRAFFIC CONCERNS, NEWMAINS ROAD, RENFREW**

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received from Ms A Lang. It was noted that Ms Lang was unable to attend this meeting of the Board and had requested that consideration of her petition be continued to a future meeting.

It was proposed that consideration of the petition be continued to the meeting of the Board to be held on 28 November 2016. This was agreed.

**DECIDED:** That consideration of the petition be continued to the meeting of the Board to be held on 28 November 2016.