

**MINUTE OF MEETING OF RENFREWSHIRE COUNCIL
HELD ON 18TH DECEMBER, 2014**

PRESENT

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

Provost Hall presided.

IN ATTENDANCE

S Black, Chief Executive; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; R Naylor, Director of Education & Leisure; A Russell, Acting Director of Finance & Corporate Services; P Macleod, Director of Social Work; and K Graham, Head of Legal & Democratic Services; M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and H Hoey, Committee Services Officer (all Finance & Corporate Services).

The Provost welcomed Sandra Black to her first Council meeting as Chief Executive, congratulated the Director of Social Work on his appointment as Director of Children's Services and congratulated Councillor Nicolson on his appointment to Leader of the SNP group.

ADJOURNMENT

The meeting adjourned at 9.30 a.m. to allow the children's choir from Herriot Primary School to perform. The Provost thanked the children and the staff for their performance.

The meeting re-convened at 9.45 a.m.

DECLARATIONS OF INTEREST

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

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

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

Councillor Williams declared a non-pecuniary interest in item 13 of the agenda.

1. MINUTE

There was submitted the Minute of the meeting of the Council held on 9th October, 2014.

DECIDED: That the Minute be approved.

2. BOARD MINUTES

There were submitted the Minutes of meetings of the following Boards/Panels on the dates specified:

Appointment Board	10 th October, 2014
Appointment Board	3 rd November, 2014
Social Work, Health & Well-being Policy Board	4 th November, 2014
Regulatory Functions Board	5 th November, 2014
Education Policy Board	6 th November, 2014
Sport, Leisure & Culture Policy Board	6 th November, 2014
Housing & Community Safety Policy Board	11 th November, 2014
Local Review Body	11 th November, 2014
Planning & Property Policy Board	11 th November, 2014
Renfrew & Gallowhill Local Area Committee	11 th November, 2014
Environment Policy Board	12 th November, 2014
Finance & Resources Policy Board	12 th November, 2014
Personnel Appeals & Applied Conditions of Service	
Appeals Panel	13 th November, 2014
Paisley North Local Area Committee	13 th November, 2014
Paisley South Local Area Committee	18 th November, 2014
Economy & Jobs Policy Board	19 th November, 2014
Johnstone & the Villages Local Area Committee	20 th November, 2014
Houston, Crosslee, Riverside & Erskine Local Area Committee	25 th November, 2014
Audit, Scrutiny & Petitions Board	1 st December, 2014
Leadership Board	3 rd December, 2014
Regulatory Functions Board	4 th December, 2014,
Appointment Board	4 th December, 2014
Appointment Board	10 th December, 2014
Regulatory Functions Board	11 th December, 2014

DECIDED: That the Minutes be approved.

3. LOCAL GOVERNMENT FINANCE SETTLEMENT 2015/16

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the Local Government Finance Circular 9/2014 which was issued to councils on 11th December, 2014. The circular provided details of the provisional revenue and capital funding allocations for 2015/16 ahead of the Local Government Finance (Scotland) Order 2015 which was due to be debated by the Scottish Parliament in February 2015. Subject to the budget being approved by parliament, the circular confirmed headline revenue grant funding for Renfrewshire for 2015/16 of £297.985 million. The figure included an adjustment for the grant to Business Gateway on behalf of the Scottish Government and a number of adjustments associated with planned funding releases by the Scottish Government which had been expected and, therefore, there was no anticipated negative impact on the Council's financial planning strategy.

The report provided further information on the details of the proposed financial settlement.

DECIDED: That the report and the requirement to take into consideration the grant conditions and associated commitments, as outlined in the report, when setting the Council's budget for 2015/16 be noted.

4. A PRUDENTIAL FRAMEWORK FOR CAPITAL FINANCE IN RENFREWSHIRE: PROGRESS REPORT

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the Council's prudential indicators for 2014/15 which were set on 13th February, 2014. The report detailed the position at 10th October, 2014 and noted that in relation to the capital expenditure indicators, it was anticipated that there would be a £7.976 million net decrease in the planned non-housing expenditure and an anticipated increase in the planned housing capital expenditure of £0.816 million for financial year 2014/15. The report detailed the reasons for the proposed revisions to the indicators.

In relation to the capital financing requirement indicator, the report detailed the revised projected capital financing requirement for 2014/15, based on the position at 10th October, 2014 and noted that there was an anticipated £14 million decrease in non-housing services and an anticipated decrease of £8 million in housing services compared to the estimate for the period. The report detailed the reasons for the proposed revisions to the indicators.

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

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

DECLARATIONS OF INTEREST

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

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

6. FUTURE OF CULTURAL AND LEISURE SERVICES

There was submitted a report by the Director of Education & Leisure Services relative to the outcome of the consultation process on the proposal to broaden the remit of Renfrewshire Leisure to manage all cultural, sports facilities and services and the preparation of a business case to examine the case to expand the trust.

The report reflected the outcome of the consultation process and presented a business case which outlined the significant non-financial and financial benefits which could be secured through the transfer of a range of services to an expanded trust operation. The report recommended that the Council agree to expand the remit of Renfrewshire Leisure and provided information on the business case for doing so and the scope of services to be transferred.

Councillor M Macmillan, seconded by Councillor Holmes, moved:

- (a) That it be noted that Renfrewshire Leisure Board, at its meeting on 30th October, 2014, agreed in principle to the proposals detailed in the business case;
- (b) That the outcome of the consultation with staff, trades unions and stakeholders, as set out in section 6 of the business case, be noted;
- (c) That the proposals for the establishment of a trust for Culture and Leisure Services, in accordance with the business case, which formed Appendix 1 to the report, be approved;
- (d) That the Chief Executive be authorised to proceed with the required actions, in partnership with Renfrewshire Leisure, to complete the necessary due diligence process, develop the necessary suite of documentation and agreements to facilitate the successful transfer to the trust of the agreed services, facilities and associated personnel in line with the timeline detailed in the business plan;
- (e) That the Chief Executive or her nominee be authorised to sign on behalf of the Council all relevant documentation and agreements required in this regard;
- (f) That the structural and governance arrangements of the trust, as detailed in section 9 of the business case, and the requirement for the Council to consider the impact of this on its own governance arrangements by 1st July, 2015, be noted;
- (g) That it be noted that further and ongoing consultation with key staff and trades unions would continue throughout the transfer process along with appropriate ongoing engagement with key stakeholders and the community;
- (h) That the Chief Executive be instructed to provide further update reports on progress to Council or appropriate boards, as necessary, before the phase 1 transfer arrangements commence; and
- (i) That the Council commit a further £1.5 million to double to £3 million the resources available to support capital investment to improve community halls and facilities. In addition, the Council freeze booking and hiring charges for 2015/16, for the sports pitches and community halls transferring to the trust.

Councillor Nicolson, seconded by Councillor Cameron, moved as an amendment that this Council rejects the proposals contained in this report for the following reasons.

Any proposal to transfer staff, facilities and services requires to be based upon sound principles such as guaranteed job security for the staff, enhanced services to the people of Renfrewshire and an identified programme of improvement. None of these elements are contained in this report and it is at best a tax avoidance device. The issue is crystallised in p.37, paragraph 6.8.4, where the proposals merely state they 'aim to prevent job losses and protect services'.

On the roll being called, the following members voted for the amendment: Councillors Perrie, McEwan, Mack, McGurk, Cameron, McGee, Noon, M Brown, McQuade and Nicolson.

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

10 members having voted for the amendment and 24 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

- (a) That it be noted that Renfrewshire Leisure Board, at its meeting on 30th October, 2014, agreed in principle to the proposals detailed in the business case;
- (b) That the outcome of the consultation with staff, trades unions and stakeholders, as set out in section 6 of the business case, be noted;
- (c) That the proposals for the establishment of a trust for Culture & Leisure Services, in accordance with the business case, which formed Appendix 1 to the report, be approved;
- (d) That the Chief Executive be authorised to proceed with the required actions, in partnership with Renfrewshire Leisure, to complete the necessary due diligence process, develop the necessary suite of documentation and agreements to facilitate the successful transfer to the trust of the agreed services, facilities and associated personnel in line with the timeline detailed in the business plan;
- (e) That the Chief Executive or her nominee be authorised to sign on behalf of the Council all relevant documentation and agreements required in this regard;
- (f) That the structural and governance arrangements of the trust, as detailed in section 9 of the business case, and the requirement for the Council to consider the impact of this on its own governance arrangements by 1st July, 2015, be noted;
- (g) That it be noted that further and ongoing consultation with key staff and trades unions would continue throughout the transfer process along with appropriate ongoing engagement with key stakeholders and the community; and
- (h) That the Chief Executive be instructed to provide further update reports on progress to Council or appropriate boards, as necessary, before the phase 1 transfer arrangements commence; and
- (i) That the Council commit a further £1.5 million to double to £3 million the resources available to support capital investment to improve community halls and facilities. In addition, the Council would, for the sports pitches and community halls transferring to the Trust, freeze booking and hiring charges for 2015/16.

SEDERUNT

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

7. CHANGES TO THE COUNCIL'S GOVERNANCE STRUCTURES AND ARRANGEMENTS

There was submitted a report by the Chief Executive relative to proposed revisions to the Council's governance arrangements as a result of the effect of a number of major initiatives previously approved by the Council. The combined impact of the initiatives on the Council's existing governance arrangements was outlined in the report, along with proposals which sought to address the points highlighted and to ensure that appropriate governance arrangements were put in place.

Councillor M Macmillan, seconded by Councillor Holmes, moved:

- (a) That the following changes to the Council's governance structures and arrangements be approved, following the approval of the proposals for the establishment of a Culture and Leisure Trust as agreed at item 6 of this Minute, with effect from 1st July, 2015:
 - (i) That the appointment of five council representatives to the board of the Culture and Leisure Trust be approved, comprising three elected members, including the convener of the Sport, Leisure & Culture Policy Board and two officers, two of the elected members to be nominated by the administration group and one from the main opposition group. It was noted that the two officers would be the Head of Corporate Finance and the Director of Development & Housing Services;
 - (ii) That the nominations of elected members to the trust be submitted to the Head of Legal & Democratic Services by Friday, 29th May, 2015;
 - (iii) That it be agreed that the convener of the Sport, Leisure & Culture Policy Board would be the Council's nominee as chair of the trust board;
 - (iv) That it be agreed that the Council representative nominated as chair of the trust would be designated as a senior councillor for the purposes of the councillors' remuneration regulations and would be paid the equivalent of a policy board convener with effect from 1st July, 2015. The designated senior councillor would also become a member of the Leadership Board;
 - (v) That the remit of the Leadership Board be changed to include reference to the new trust and to include the delegations relating to overseeing policy development and the performance of the trust in sport, leisure and community facilities and arts, culture and libraries; and
 - (vi) That it be agreed that the Sport, Leisure & Culture Policy Board be disbanded with effect from 30th June, 2015.
- (b) In relation to the implementation of health and social care integration in Renfrewshire and the merger of the Education and Social Work management structures, it be agreed:
 - (i) That the child care and criminal justice functions currently within the remit of the Social Work, Health & Well-being Policy Board transfer to the existing Education Policy Board with effect from 1st April, 2015 and the board's name be the Education and Children Policy Board from that date;
 - (ii) That the Social Work, Health & Well-being Policy Board be disbanded on the transfer of adult social care functions to the Integration Joint Board on or before 1st April, 2016;
 - (iii) That on the date of transfer of adult social care functions to the Integration Joint Board, the remit of the Leadership Board change to include reference to the Integration Joint Board and to include delegations relating to the integration of adult social care with health board functions;
 - (iv) That the current convener of the Social Work, Health & Well-being Policy Board who, on rotation, would be chair of the Integration Joint Board (IJB) or either the deputy chair or the senior council spokesperson on the IJB, be designated as a senior councillor for the purposes of the Councillors' remuneration regulations with effect from 1st April, 2016 or on the earlier transfer of functions to the IJB, following approval of the Strategic Plan, and be paid at the same level as a policy board convener; and

- (v) That the designated senior councillor on the IJB be a member of the Leadership Board.
- (c) That in relation to the Glasgow & Clyde Valley City deal project, it be agreed that future reports on the project be submitted to the Leadership Board and that the remit of the Leadership Board be amended accordingly.
- (d) That the Head of Legal & Democratic Services make all necessary changes to the Council's Scheme of Delegated Functions and board remits to give effect to the proposals in this report.

Councillor Nicolson, seconded by Councillor Andy Doig, moved as an amendment that Council notes that OSCR (Office of the Scottish Charity Regulator) has identified as a key priority for 2014/15 to assessing and addressing status and governance issues in charitable local authority Arm's Length External Organisations and that the report be amended as follows:

2.1a)(iii) "That the Council's nominee as chair of the trust will be nominated from the main opposition group. This is to ensure that the requirements of being seen as independent and OSCR principles are met with regard to the operation of a charitable trust."

In relation to the Glasgow and Clyde Valley City Deal project, to agree:

2.1c) "That future reports on the project should be submitted to the Economy & Jobs Policy Board and that the remit of the Economy & Jobs Policy Board should be amended accordingly."

3.5 add after paragraph two, after "remit of any Board" add

"Therefore, as the City Deal project concerns economic regeneration quarterly reports on its progress will be submitted to the Economy & Jobs Policy Board of Renfrewshire Council."

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

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

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

DECIDED:

- (a) That the following changes to the Council's governance structures and arrangements be approved, following the approval of the proposals for the establishment of a Culture and Leisure Trust agreed as at item 6 of this Minute, with effect from 1st July, 2015:
 - (i) The appointment of five council representatives to the board of the Culture and Leisure Trust, comprising three elected members, including the convener of the Sport, Leisure & Culture Policy Board and two officers; two of the elected members to be nominated by the administration group and one from the main opposition group. The two officers would be the Head of Corporate Finance and the Director of Development & Housing Services;
 - (ii) The nominations of elected members to the trust be submitted to the Head of Legal & Democratic Services by Friday, 29th May, 2015;

- (iii) The convener of the Sport, Leisure & Culture Policy Board be the Council's nominee as chair of the trust board;
 - (iv) The Council representative nominated as chair of the trust be designated as a senior councillor for the purposes of the Councillors' remuneration regulations and be paid the equivalent of a policy board convener with effect from 1st July, 2015. The designated senior councillor also become a member of the Leadership Board;
 - (v) The remit of the Leadership Board be changed to include reference to the new trust and to include the delegations relating to overseeing policy development and the performance of the trust in sport, leisure and community facilities and arts, culture and libraries; and
 - (vi) The Sport, Leisure & Culture Policy Board be disbanded with effect from 30th June, 2015.
- (b) That in relation to the implementation of health and social care integration in Renfrewshire and the merger of the Education and Social Work management structures, it be agreed:
- (i) That the child care and criminal justice functions currently within the remit of the Social Work, Health & Well-being Policy Board transfer to the existing Education Policy Board with effect from 1st April, 2015 and the board's name be the Education and Children Policy Board from that date;
 - (ii) That the Social Work, Health & Well-being Policy Board be disbanded on the transfer of adult social care functions to the Integration Joint Board on or before 1st April, 2016;
 - (iii) That on the date of transfer of adult social care functions to the Integration Joint Board, the remit of the Leadership Board change to include reference to the Integration Joint Board and to include delegations relating to the integration of adult social care with health board functions;
 - (iv) That the current convener of the Social Work, Health & Well-being Policy Board who, on rotation, would be chair of the Integration Joint Board (IJB) or either the depute chair or the senior council spokesperson on the on the IJB, be designated as a senior councillor for the purposes of the Councillors' remuneration regulations with effect from 1st April, 2016 or on the earlier transfer of functions to the IJB, following approval of the Strategic Plan, and be paid at the same level as a policy board convener; and
 - (v) That the designated senior councillor on the IJB be a member of the Leadership Board.
- (c) That in relation to the Glasgow & Clyde Valley City deal project, it be agreed that future reports on the project be submitted to the Leadership Board and that the remit of the Leadership Board be amended accordingly.
- (d) That the Head of Legal & Democratic Services make all necessary changes to the Council's Scheme of Delegated Functions and Board remits to give effect to the proposals in this report.

8. **GLASGOW AND CLYDE VALLEY CITY DEAL: UPDATE AND GOVERNANCE ARRANGEMENTS**

There was submitted a report by the Chief Executive relative to progress with arrangements for the Council's participation in the Glasgow & Clyde Valley City Deal and seeking approval for the proposed Assurance Framework for the City Deal and the establishment of a Joint Committee to govern the delivery of the City Deal.

The report set out the background to the City Deal, provided information on the governance arrangements, the proposed assurance framework, including the operation and functions of the Cabinet, and the governance of the City Deal Programmes and Projects.

Councillor Macmillan, seconded by Councillor Holmes, moved that the progress made in formalising structures and processes relating to the delivery of the City Deal be noted and the following matters be approved:

- (i) The creation of the Glasgow & Clyde Valley Cabinet ("the Cabinet") as a Joint Committee with Glasgow City Council acting as lead authority;
- (ii) The delegated functions of the Cabinet as set out in the Joint Committee Agreement forming Appendix 1 of the report;
- (iii) Progress being made to finalise the Assurance Framework in discussions with the UK and Scottish Governments;
- (iv) The Chief Executive being authorised to sign the Joint Committee Agreement on the Council's behalf; and
- (v) The appointment of the Depute Leader of the Council as the Council's substitute representative on the Cabinet.

Councillor Andy Doig, seconded by Councillor Audrey Doig, moved as an amendment that Council supports the principles of the City Deal project to deliver jobs and regeneration across Renfrewshire, but regrets the quasi political nature of the Cabinet structures to oversee its delivery and progress. Council therefore resolves in the interests of subsidiarity and accountability the following amendments:

2.2.1 replace, amend and add the following:

- 1) The creation of the Glasgow and Clyde Valley City Deal as a joint committee.
- 2) The delegated functions of the committee as set out in the joint committee agreement with the following amendments:
- 5) The appointment of the Depute Leader of the Council as the Council's substitute representative on the joint committee.

Paragraph 3.2.3 Add after second bullet point after "on delivery", "to also update member authorities quarterly on its progress."

3.2.5 Delete all after "Board" and add "and the convenership will rotate around the member authorities."

3.2.8 Delete clause and insert "The Chief Executive Officers of the member authorities will convene the Chief Executives Group on a rotational basis."

3.2.15 Delete clause.

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

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

12 members having voted for the amendment and 24 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the progress made in formalising structures and processes relating to the delivery of the City Deal be noted and the following matters be approved:

- (i) The creation of the Glasgow & Clyde Valley Cabinet ("the Cabinet") as a Joint Committee with Glasgow City Council acting as lead authority;
- (ii) The delegated functions of the Cabinet as set out in the Joint Committee Agreement forming Appendix 1 of the report;
- (iii) Progress being made to finalise the Assurance Framework in discussions with the UK and Scottish Governments;
- (iv) The Chief Executive being authorised to sign the Joint Committee Agreement on the Council's behalf; and
- (v) The appointment of the Depute Leader of the Council as the Council's substitute representative on the Cabinet.

9. APPOINTMENT OF ELECTED MEMBERS TO VACANT POSITIONS

There was submitted a report by the Director of Finance & Corporate Services 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 suspension of four members of the SNP Group from membership of that party and inviting proposals from members to fill the vacancies.

Councillor Macmillan, seconded by Councillor Holmes, moved that Councillor B Brown be appointed to the unfilled position on the Audit, Scrutiny & Petitions Board. This was agreed.

Councillor Mack, seconded by Councillor McCartin, moved that Councillor McCartin be appointed to the Economy & Jobs Policy Board. This was agreed.

Councillor Nicolson, seconded by Councillor Cameron, moved that the appointments to the vacant positions arising from suspensions from the SNP group be filled as undernoted. This was agreed.

Audit, Scrutiny & Petitions Board	Councillor Nicolson
Economy & Jobs Policy Board	Councillor McGurk
Finance & Resources Policy Board	Councillors Nicolson and McGurk
Housing & Community Safety Policy Board	Councillors Nicolson and Cameron
Leadership Board	Councillor Nicolson and Councillor Andy Doig to replace Councillor McGurk
Regulatory Functions Board	Councillor Audrey Doig
Appointment Board for Directors	Councillors Nicolson and Cameron
Appointment Board for Heads of Service	Councillors Nicolson and Cameron
Emergencies Board	Councillors Nicolson and Cameron
JCB Non-teaching	Councillor Audrey Doig
Jobs & Economy Thematic Board	Councillor Andy Doig
Cross Party Child Protection Group	Councillor Nicolson

DECIDED: That the appointments to the vacant positions as detailed below, be approved:

Audit, Scrutiny & Petitions Board	Councillors B Brown and Nicolson
Economy & Jobs Policy Board	Councillors McCartin and McGurk
Finance & Resources Policy Board	Councillors Nicolson and McGurk
Housing & Community Safety Policy Board	Councillors Nicolson and Cameron
Leadership Board	Councillor Nicolson and Councillor Andy Doig to replace Councillor McGurk
Regulatory Functions Board	Councillor Audrey Doig
Appointment Board for Directors	Councillors Nicolson and Cameron
Appointment Board for Heads of Service	Councillors Nicolson and Cameron
Emergencies Board	Councillors Nicolson and Cameron
JCB Non-teaching	Councillor Audrey Doig
Jobs & Economy Thematic Board	Councillor Andy Doig
Cross Party Child Protection Group	Councillor Nicolson

10. **APPOINTMENT OF MEMBERS TO BOARDS AND OTHER BODIES**

There was submitted a report by the Director of Finance & Corporate Services relative to the appointment of members to Boards and other bodies.

It was noted that there was a proposed change to the Roman Catholic Church's nomination to the Education Policy Board and that a vacancy had arisen on the Fairtrade Steering Group. In addition, the Council had been invited to nominate a representative and substitute representative to the newly formed Strathclyde Pension Fund Board.

The report also referred to the successful outcome of the vote in the Paisley First - Town Centre Business Improvement District (BID) and intimated that the Director of Development & Housing Services had been nominated as the Council's representative on the new board which would replace the current steering group.

DECIDED:

- (a) That Mr Jack Nellaney, nominated by the Roman Catholic Church, be appointed to the Education Policy Board;
- (b) That in accordance with advice issued by the Commission for Ethical Standards in Public Life in Scotland, the Roman Catholic Church be asked to confirm that they would require Mr Nellaney to comply with the Councillors' Code in so far as it is relevant to him in his role as church representative;
- (c) That Councillor Holmes be nominated as representative and Councillor Grady as substitute to the Strathclyde Pension Fund Board;
- (d) That Councillor J Sharkey be appointed as convener of the Fairtrade Steering Group in place of Councillor M Macmillan.
- (e) That the action taken to nominate the Director of Development & Housing Services as the Council's representative on the Paisley First – Town Centre Business Improvement District (BID) Board of Directors be homologated.

11. NOTICE OF MOTION

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

“Renfrewshire Council requests that investigations take place in regard to making Paisley Town Centre and other parts of Renfrewshire, wi-fi enabled areas.”

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

Councillor Nicolson, seconded by Councillor Cameron, moved as an amendment that “Renfrewshire Council notes that Glasgow City Council has become the first Scottish city to implement wi-fi enabled public areas through its urban wireless network. Council agrees to investigate why Renfrewshire Council has not to date rolled out wireless capability to all of our community buildings and public assets as a priority utilising our ‘Renfrewshire Council Public Access Wireless Network Framework’.”

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

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

Councillor Mack abstained.

11 members having voted for the amendment, one member having abstained and 24 members having voted for the motion, the motion was accordingly declared carried.

It was further agreed that a report on the outcome of the investigations be submitted to the Leadership Board.

DECIDED:

- (a) That investigations take place in regard to making Paisley Town Centre and other parts of Renfrewshire, wi-fi enabled areas; and
- (b) That a report on the outcome of the investigations be submitted to the Leadership Board.

12. NOTICE OF MOTION

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

“Council notes the publication of a Bill to promote access to information and effective communication with people who use British Sign Language (BSL). The Bill recognises BSL as a language in its own right and seeks to address the problem of BSL users being disadvantaged due to the general lack of knowledge and understanding of the language.

The Council resolves to support the principles of the Bill by ensuring that the work being taken forward by the Council and its community planning partners to address inequality in Renfrewshire includes actions which take account of the need to engage with and promote access to information and services for BSL users.”

Councillor I McMillan, seconded by Councillor M Macmillan, then moved the motion.

Councillor Nicolson, seconded by Councillor McEwan, moved as an amendment that in addition, Council also resolves to implement as soon as practicable its own BSL action plan in cognisance of the intent of the bill and the wishes of organisations such as the NDCS (National Deaf Children's Society) who state "NDCS Scotland hopes the proposed BSL Bill, through implementation of local BSL action plans supported by guidance, will result in early, age appropriate sign language classes being made available free of charge to every family of a deaf child in Scotland who would want it.

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

DECIDED: That Council notes the publication of a Bill to promote access to information and effective communication with people who use British Sign Language (BSL). The Bill recognises BSL as a language in its own right and seeks to address the problem of BSL users being disadvantaged due to the general lack of knowledge and understanding of the language.

The Council resolves to support the principles of the Bill by ensuring that the work being taken forward by the Council and its community planning partners to address inequality in Renfrewshire includes actions which take account of the need to engage with and promote access to information and services for BSL users.

Council also resolves to implement as soon as practicable its own BSL action plan in cognisance of the intent of the bill and the wishes of organisations such as the NDCS (National Deaf Children's Society) who state "NDCS Scotland hopes the proposed BSL Bill, through implementation of local BSL action plans supported by guidance, will result in early, age appropriate sign language classes being made available free of charge to every family of a deaf child in Scotland who would want it.

13. NOTICE OF MOTION

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

"In a free society Council believes that the burning of democratic agreements should be condemned."

Councillor J Sharkey, seconded by Councillor B Brown, moved the motion.

Councillor Nicolson, seconded by Councillor M Brown, moved as an amendment that this Council condemns the fact that a Labour Government of this 'free society' ignored the democratic will of its people and engaged in an illegal war. The invasion of Iraq in 2003 caused the destruction of thousands of historic documents representing 5,000 years of history not just of Iraq but of civilisation itself when the national library of Iraq was left in rubble and books were burned, drenched and pulverised. We call upon the members of this Labour administration to apologise for these actions of that Labour Government.

American troops entered Baghdad in April 2003: "The great libraries and archives of the capital went up in flames and books, letters, government documents, ancient Korans, religious manuscripts, stretching back centuries" Chalmers Johnson, August 2008.

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

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

12 members having voted for the amendment and 24 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That in a free society Council believes that the burning of democratic agreements should be condemned.

RECORDING OF DISSENT

Councillor Mack, being the mover of an amendment which failed to find a seconder, requested that his dissent be recorded in terms of Standing Order 24.

EXCLUSION OF PRESS AND PUBLIC

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

DECLARATION OF INTEREST

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

13. CART CORRIDOR JOINT VENTURE COMPANY: DISPOSAL OF SHARES AND ASSETS

There was submitted a report by the Director of Development & Housing Services relative to an offer which had been made by a commercial organisation seeking to purchase the entire assets and share capital of the Cart Corridor Joint Venture Company and which had been accepted in principle by the company's board members. The report proposed that the Council dispose of its shares in the company as a means of facilitating the transfer of the assets and shares of the company to a third party.

DECIDED:

- (a) That the sale of the Council's entire share capital in the Cart Corridor Joint Venture Company at nil or nominal value be agreed; and
- (b) That the Director of Development & Housing Services in consultation with the Head of Legal & Democratic Services take all necessary action on behalf of the Council with regard to securing the transfer of the assets and shares of the Joint Venture Company to a third party and to take the necessary steps to facilitate the Council's withdrawal from participation in the Cart Corridor Joint Venture Company.

**MINUTE OF SPECIAL MEETING OF RENFREWSHIRE COUNCIL
HELD ON 12th FEBRUARY, 2015**

PRESENT

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

Provost Hall presided.

IN ATTENDANCE

S Black, Chief Executive; S MacDougall, Director of Community Resources; M Crearie, Director of Development & Housing Services; R Naylor, Director of Education & Leisure; A Russell, Director of Finance & Resources; P MacLeod, Director of Social Work; D Walls, Head of Resources, (Community Resources); J Lynch, Head of Property Services (Development & Housing Services); G McKinlay, Head of Service and M Dewar, Acting Head of Service (both Education & Leisure); K Graham, Head of Legal & Democratic Services, A MacArthur, Acting Head of Corporate Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager, and D Low, Senior Committee Services Officer (all Finance & Resources); and A McMillan, Head of Resources (Social Work).

DECLARATIONS OF INTEREST

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

The Provost drew Members' attention to (a) the provisions of Section 112 of the Local Government Finance Act 1992 which restricted the voting rights of Members on certain issues if they were in arrears with Community Charge payments or Council Tax payments. If at the time of the meeting a Member had any Community Charge (Poll Tax) arrears, or was two months or more in arrears in payment of the Council Tax, the Member would be restricted in voting on matters which related to setting or adjusting the rate of Council Tax; matters relating to the administration, enforcement and collection of the Community Charge (Poll Tax) or the Water Community Charge (Poll Tax); or matters relating to the administration, enforcement and collection of the Council Tax or Council Water Tax; and (b) the Council's obligation to comply with the public sector equality duty set out in the Equality Act 2010 when making decisions in relation to its spending priorities.

SEDERUNT

Councillor M Brown entered the meeting during consideration of the following item.

1. REVENUE BUDGET AND COUNCIL TAX 2015/16

There was submitted a report by the Director of Finance & Resources, together with an addendum, relative to the Revenue Budget and Council Tax for 2015/16 together with the relevant budget papers. The report provided members with an overview of the Council's projected financial position for the year ahead and set out the information required for the Council to set its budget and Council Tax for 2015/16.

The report referred to the financial settlement for local government covering the period 2015/16 which had been announced in December 2014 and indicated that the grant funding for Renfrewshire amounted to £300.079 million. Of this allocated grant figure, £2.254 million represented a pass-through grant from the Scottish Government to COSLA for the Business Gateway. Adjusting for this provided a grant available to fund Council services of £297.825 million. The settlement figure also included a number of planned adjustments by the Scottish Government and which predominantly related to new statutory responsibilities arising from the Children and Young People Act, extension of free school meal provision to all Primary 1 to 3 pupils and the Scottish Welfare Fund. These adjustments to the grant settlement were linked to associated budgeted adjustments that were included in Table 2.

The report advised that after adjusting for these areas, the provisional grant level for the Council was in line with the 2015/16 planning figures originally released by the Scottish Government in July 2014 and reflected the assumptions incorporated into the Council's financial planning for 2015/16. The Council's 2015/16 grant figure was on a like-for-like basis increased by £0.2 million (0.07%) from 2014/15, with the Council's share of the overall local government revenue funding settlement remaining effectively static at 3.14%.

The figures in the grant settlement did not include funding releases for the contribution from the Scottish Government for the continuation of the Council Tax Reduction (CTR) scheme in 2014/15 and a number of other commitments detailed in the report. The report indicated that if the Council did not agree to this specified set of commitments as part of agreeing the 2015/16 budget and formally confirmed this position to the Scottish Government by 20th February, 2015 the grant reduction would be increased by approximately £2.327 million.

The addendum to the report effectively withdrew the previously offered terms of the Local Government finance settlement and introduced new terms, the most significant change relating to the introduction of additional conditions associated with the grant offer and increased financial penalties for failing to meet the conditions. The revised grant offer decoupled, from the Council Tax freeze commitment, the commitment in relation to securing places for all probationers who required one under the teacher induction scheme. This commitment remained in place, and in addition, the following commitments had also been added: the maintenance, as a minimum, of the total number of teachers employed by individual local authorities at the 2014-15 level; and the maintenance, as a maximum, of pupil teacher ratio within their authority at the 2014/15 levels. In respect to these teacher number and pupil teacher ratio requirements, the meeting of the commitment would be confirmed in the publication of the annual Pupil Teacher Census statistics published in December 2015.

If a council did not meet this requirement, the Cabinet Secretary had confirmed the intention to remove from the grant settlement figure, the individual council's share of £41 million of resources included in the grant figures associated with supporting resources for teachers. For Renfrewshire Council, the associated share of this £41 million represented £1.281 million which was included in the £297.825 million government grant figure for the Council referred to above. In addition, if in December 2015, the published annual statistics confirm that the commitment had not been met, the Scottish Government intended to clawback grant resources distributed during the course of 2015/16. Conversely, if the published statistics in December confirmed that the conditions had been met, the Scottish Government would distribute a share of an additional £10 million. At present there was no detail in respect to how this distribution would be applied. However, if it were distributed on the same basis as the £41 million, Renfrewshire Council's share was estimated at £0.310 million.

Councillor Holmes tabled the motion on behalf of the Administration.

ADJOURNMENT

The meeting then adjourned at 9.35 am to allow members to consider the motion. The meeting reconvened at 9.50 a.m.

Councillor Holmes, seconded by Councillor Grady, moved:

- “1. That this Administration’s third budget will build further on its commitments to invest in economic regeneration, local communities and support the most vulnerable in Renfrewshire through further new resources directed to tackling poverty and inequalities.
2. On Regeneration this budget commits a further £5.833 million to the Council’s economic regeneration plans which includes ambitious investment in Paisley’s heritage assets. This will be further boosted by £1.281 million which will be earmarked within balances for regeneration pending final clarification of the Council’s grant position for 2015/16, as recommended by the Director of Finance and Resources. Subject to this clarification, this new commitment brings the total revenue and capital resources available to support this strategic investment priority to approximately £22 million. These resources are already funding work to progress and promote Renfrewshire and Paisley as a destination town and deliver the regeneration of the historically significant Russell Institute. This further funding commitment represents a serious statement of intent to put in place the necessary funding arrangements to support the delivery of this Administration’s ambitious vision to regenerate Paisley town centre.
3. On tackling poverty, this budget commits a further £3 million, to double to £6 million the resources available from the Council to support a coordinated response to the recommendations arising from the Tackling Poverty Commission which is expected to report imminently. This pro-active commitment, in addition to the significant resources that have already been directed to support the development of Credit Unions and the i-save initiative for all 1st year pupils in Renfrewshire, to tackle the worst impacts arising on Renfrewshire’s communities from the UK Government’s welfare reform agenda, to support employability through the Invest in Renfrewshire strategy and to support families through the Family First and Early Years initiatives, further enhances this Administration’s commitment to tackling poverty, reduce inequality and support families across Renfrewshire.
4. This budget commits a further £0.5 million to investment in the roads and footpath network, in addition to the £3.262 million already detailed in the Capital Investment Programme report at Agenda item 2, bringing the total capital investment programme for 2015/16 to £3.762 million.
5. This budget commits £0.100 million to provide full mainline funding support to the highly successful StreetStuff initiative and a further £0.026 million to allow the Council to provide a matching contribution, of up to £500 per school, to pupils charity fund raising activities within all Primary and Additional Support Need schools (52 schools in total).
6. To protect services to the most vulnerable in Renfrewshire, and following consultation with the Director of Children’s Services, to agree to invest £2.952 million of additional resources in the Social Work budget to deal with demographic pressures and to continue the shift to prevention and early intervention. Also, to agree that the Director continues to take action, as previously agreed by Council, to ensure demand pressures are contained within the additional resources being made available to his budget.
7. To agree the base budget assessment for all services for 2015/16 as recommended by the Director of Finance and Resources, and subject to agreement of item 6 above, agree a 2015/16 base budget of £363.402 million.
8. To agree to make provision of £3.102 million in 2015/16 for pay inflation and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources.

9. Subject to paragraph 14 below, agree to a 2.5% increase on charges for 2015/16, with the following specific exceptions where the Council has previously agreed to freeze charges at the 2014/15 level, to generate additional income of £0.390 million,
- Sports Pitches
 - Community Halls
10. To agree the resource allocations for 2015/16 for all services, as amended by these proposals.
11. To agree the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions.
12. Subject to agreement of the above, to agree that the council tax for 2015/16 be set at £1,164.69 for Band D subjects, representing a freeze on the 2014/15 levels, and for all bandings to be set at:

Band	Council Tax 2015/16 (£)
A	776.46
B	905.87
C	1,035.28
D	1,164.69
E	1,423.51
F	1,682.33
G	1,941.15
H	2,329.38

13. Subject to agreement of the above, to agree to authorise the Leader of the Council to confirm to the Scottish Government, by 20 February 2015, that the Council's budget makes adequate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement to ensure the Council accesses its full grant entitlement. Additionally, that following publication of the Annual Pupil Teacher Census statistics in December and once the Council subsequently accesses a share of the £10 million of additional grant resources that are being withheld by the Scottish Government, that the Council directs the estimated £0.310 million of resources to further supporting Education and teacher numbers within Renfrewshire.
14. To agree to increase charges for services by 2.5% (as detailed in paragraph 9 above) or where appropriate by the rate set in national regulations or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised to round the charge up or down to a figure deemed by them appropriate, and to note the requirement of financial code 14a that Directors review the amounts their departments charge for goods or services and if they think any charge needs to be increase they will make specific recommendations in this regard to the appropriate Board. The Council therefore agrees that when a Director carries out such a review and believes a charge for goods or services should be levied greater than the agreed increase of 2.5% or the rate set in national guidance, he or she will be entitled to make such recommendations to the appropriate Board for approval, notwithstanding the increase detailed in paragraph 9."

Councillor Nicolson tabled an amendment.

ADJOURNMENT

The meeting then adjourned at 9.50 am to allow members to consider the amendment. The meeting reconvened at 10.00 a.m.

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

“Note the base budget and report from the Director of Finances subject to amendments.

Note the provisions in item Section 5 5.1 with regard to the risk to pay inflation and the continuing risk of national level negotiations.

Agree that the unknown additional element of risk regarding the pull-out from COSLA with regards to national pay bargaining and negotiations with the Scottish Government has not been addressed and to instruct the Director Finance and Resources to bring forward a report on the financial risk this may present to a further meeting of the Council before the end of the financial year.

Note that in page 12 3.5 that the full force of the austerity cuts is driven from Westminster and ‘this would inevitably have implications for the Scottish Government’s budget’ and also notes that 28 Scottish Labour MP’s signed up to the ‘Fiscal Charter’ to deliver £30 billion worth of cuts.

Note that the SNP opposition will challenge ‘on a line by line, issue by issue’ basis every cut proposed by this Labour administration’s vehicle ‘Better Council Change Programme’ to deliver Westminster’s cuts to the people of Renfrewshire.

To reject the recommended £2.5% increase in charges and limit this to 1.25%. To generate additional income of £0.195 million to keep charges in line with anticipated levels of inflation.

Agree all conditions attached to the Grant settlement from the Scottish government subject to conclusion of negotiations, note and welcome that the Council Tax will be frozen for the eighth successive year and fully funded by the SNP Government and the securing of places for probationary teachers.

Agree to the terms and conditions of the Finance Secretary letter dated 5th February regarding the retention and commitment to maintain teacher numbers at 2014/15 levels and the maintenance of the teacher / pupil ratio. Noted is the opinion of the Director of Children’s Services that resources exist to meet the measure of maintaining teacher numbers.

Agree and approve the council tax banding levels A – H inclusive to apply for 2015/16 (see below)

Note the detailed revenue estimates for all services for 2015/16 subject to adjustment for the allocation of central support costs, central repairs costs, capital charges, specific grants, inflationary allowances and any proposals for service changes approved by the council subject to the following amendments.

Utilising unallocated resources and Prudential Borrowing.

Welfare and Social Reform.

Direct £3.2 million to be used over three years to support the Council’s procurement service in delivering the living wage. The main area of priority is Social Care Contracts over which this authority has direct influence over and to assist with contract negotiations to deliver the living wage in this area.

Social Work.

Older peoples Services.

Direct an additional £1.5 million to manage and mitigate the pressures indicated in the report at 4.2. Regarding the significant pressures on the Social Work Budget.

Physical Disability Budget. Direct an additional £100,000 to be utilised over two years to speed up assessments and implementation of adaptations.

Environment.

Local Green Networks Green Renfrewshire.

Direct a one off spend of £250,000 towards providing support to our Green Network activity and to secure leverage funding, environmental improvements and expansion of community engagement. In particular, support and development of allotments and the creation/preservation of community woodlands.

Community Engagement.

Direct a one off Investment of £200,000 to the provision, maintenance and support to increase and maintain community engagement in the cleanliness of our communities. To provide additional dog/litter waste receptacles, grit bins, equipment, street furniture and signage where appropriate in support of these aims.

Play Parks and Leisure.

Direct a one off investment of £500,000 to support community groups in their efforts to improve, create and develop outside play facilities and recreation for their local areas. This will encourage outdoor play, interaction between age profiles, stimulate community engagement and increase investment in our communities.

Education and Leisure.

Direct a one off uplift to devolved school budgets of £500,000. To support our schools in delivering the educational outcomes and increase attainment.

Direct £105,000 (£35,000 p.a.) towards providing free swimming lessons for all P6 pupils.

Parks and Cemeteries.

Direct £6000 (£2,000 p.a.) for three years to waive all charges with regard to the internment of children in recognition of the special circumstances surrounding the death of a child under the age of 16.

Economic Development.

Direct an additional £250,000 towards the Retail Improvement fund. To support local businesses, invest in our towns and provide and provide an improved and enhanced street scene environment.

Roads and Transport.

Direct a one off £400,000 to a Bus Route Development Fund with a specific reference to addressing connectivity issues between Renfrewshire's rural areas our towns and leisure and recreational facilities.

Direct £4 million (£0.5 million of which would be funded through prudential borrowing) to our roads and footway programme as a '**spend to save**' measure. A 'stand still position' with regards to existing low levels of investment will ensure we lose the investment built up over the last 6 years.

Maintain Reserves at the level recommended by the Director of Finance and Resources.

Direct the Head of Finance and Resources to make adjustments in all detailed revenue estimates for all services to be amended to reflect these proposals and the necessary allocation of central support costs, central repair costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions;

Agree that the council's budget makes adequate provision to meet the specified commitments in the package of conditions linked to the council's grant settlement to ensure the council accesses its full grant entitlement.

Council Tax Bands

To agree that the council tax for 2015/16 be set at £1,164.69 for band D subjects, representing a freeze on the 2014/15 levels and for all bandings to be set at:

A 776.46

B 905.87

C 1,035.28

D 1,164.69

E 1,423.51

F 1,682.33

G 1,941.15

H 2,329.38

Total spend - £11.206 million

Unallocated Resources £9.646 Recurring (-£34,000) £9.612 million

Strategic Asset Management Fund £1.09 million

Prudential Borrowing £0.500 million

Equality & Human Rights - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

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

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

The following member abstained: Councillor McCartin.

17 members having voted for the amendment, 22 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

DECIDED:

- (a) That this Administration's third budget will build further on its commitments to invest in economic regeneration, local communities and support the most vulnerable in Renfrewshire through further new resources directed to tackling poverty and inequalities;
- (b) On Regeneration this budget commits a further £5.833 million to the Council's economic regeneration plans which includes ambitious investment in Paisley's heritage assets. This will be further boosted by £1.281 million which will be earmarked within balances for regeneration pending final clarification of the Council's grant position for 2015/16, as recommended by the Director of Finance and Resources. Subject to this clarification, this new commitment brings the total revenue and capital resources available to support this strategic investment priority to approximately £22 million. These resources are already funding work to progress and promote Renfrewshire and Paisley as a destination town and deliver the regeneration of the historically significant Russell Institute. This further funding commitment represents a serious statement of intent to put in place the necessary funding arrangements to support the delivery of this Administration's ambitious vision to regenerate Paisley town centre;
- (c) On tackling poverty, this budget commits a further £3 million, to double to £6 million the resources available from the Council to support a coordinated response to the recommendations arising from the Tackling Poverty Commission which is expected to report imminently. This pro-active commitment, in addition to the significant resources that have already been directed to support the development of Credit Unions and the i-save initiative for all 1st year pupils in Renfrewshire, to tackle the worst impacts arising on Renfrewshire's communities from the UK Government's welfare reform agenda, to support employability through the Invest in Renfrewshire strategy and to support families through the Family First and Early Years initiatives, further enhances this Administration's commitment to tackling poverty, reduce inequality and support families across Renfrewshire;
- (d) This budget commits a further £0.5 million to investment in the roads and footpath network, in addition to the £3.262 million already detailed in the Capital Investment Programme report at Agenda item 2, bringing the total capital investment programme for 2015/16 to £3.762 million;
- (e) This budget commits £0.100 million to provide full mainline funding support to the highly successful StreetStuff initiative and a further £0.026 million to allow the Council to provide a matching contribution, of up to £500 per school, to pupils charity fund raising activities within all Primary and Additional Support Need schools (52 schools in total);
- (f) To protect services to the most vulnerable in Renfrewshire, and following consultation with the Director of Children's Services, that it be agreed to invest £2.952 million of additional resources in the Social Work budget to deal with demographic pressures and to continue the shift to prevention and early intervention. Also, that it be agreed that the Director continues to take action, as previously agreed by Council, to ensure demand pressures are contained within the additional resources being made available to his budget;

- (g) That it be agreed that the base budget assessment for all services for 2015/16 as recommended by the Director of Finance and Resources, and subject to agreement of item 6 above, agree a 2015/16 base budget of £363.402 million;
- (h) That it be agreed to make provision of £3.102 million in 2015/16 for pay inflation and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources;
- (i) Subject to paragraph 14 below, that a 2.5% increase be agreed on charges for 2015/16, with the following specific exceptions where the Council has previously agreed to freeze charges at the 2014/15 level, to generate additional income of £0.390 million,
- Sports Pitches
 - Community Halls;
- (j) That the resource allocations for 2015/16 for all services, as amended by these proposals be agreed;
- (k) That the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs costs, capital charges, specific grants and loan charges provision be agreed with Directors authorised to take any action necessary to implement these decisions;
- (l) That the council tax for 2015/16 be set at £1,164.69 for Band D subjects, representing a freeze on the 2014/15 levels, and for all bandings to be set at:

Band	Council Tax 2015/16 (£)
A	776.46
B	905.87
C	1,035.28
D	1,164.69
E	1,423.51
F	1,682.33
G	1,941.15
H	2,329.38

- (m) That it be agreed that the Leader of the Council be authorised to confirm to the Scottish Government, by 20 February 2015, that the Council's budget makes adequate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement to ensure the Council accesses its full grant entitlement. Additionally, that following publication of the Annual Pupil Teacher Census statistics in December and once the Council subsequently accesses a share of the £10 million of additional grant resources that are being withheld by the Scottish Government, that the Council directs the estimated £0.310 million of resources to further supporting Education and teacher numbers within Renfrewshire; and

- (n) That it be agreed to increase charges for services by 2.5% (as detailed in paragraph i above) or where appropriate by the rate set in national regulations or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised to round the charge up or down to a figure deemed by them appropriate, and to note the requirement of financial code 14a that Directors review the amounts their departments charge for goods or services and if they think any charge needs to be increase they will make specific recommendations in this regard to the appropriate Board. The Council therefore agrees that when a Director carries out such a review and believes a charge for goods or services should be levied greater than the agreed increase of 2.5% or the rate set in national guidance, he or she will be entitled to make such recommendations to the appropriate Board for approval, notwithstanding the increase detailed in paragraph i.

2. CAPITAL INVESTMENT PROGRAMME 2015/16 - 2016/17

There was submitted a report by the Director of Finance & Resources relative to the Council's Capital Plan for non-housing services for the period 2014/15 - 2015/16 in respect of education, social work, leisure, community resources, planning, roads and a range of corporate services. The report indicated that the resources available to support investment included prudential borrowing and capital grants as well as contributions from revenue, partners and external funding bodies.

The report indicated that the Scottish Government had published its draft budget for 2015/16 and budget planning figures for 2015/16 in October 2014. Details of the capital funding allocations for 2015/16 had been issued to councils on 11th December, 2014 and were due to be debated in the Scottish Parliament in February 2015. The confirmed total capital grant to the Council in 2015/16 was £19.448 million of which £0.262 million was specific grant relating to cycling and walking safer streets. This revised grant award for 2015/16 included £2.083 million to provide support for investment requirements associated with new statutory responsibilities arising from the Children and Young People Act and early year requirements.

The report intimated that, at present, there was no Scottish Government budget figures published beyond 2015/16 and that they were unlikely to become available until autumn of 2015 for the 2016/17 financial year. This would mean that the confirmed results for individual councils were likely to emerge in December 2015, approximately two months before the 2016/17 budget would normally be set. The report therefore proposed that the Council restrict making any further new capital investment commitments funded by capital grant beyond 2015/16. The capital investment programme extended beyond this timeframe reflecting approved programmes already in place which had other associated funding arrangements, such as prudential borrowing. In addition, this approach did not preclude any new investment decisions being taken by the Council as part of the budget considerations where separate funding arrangements outwith capital grant were being established.

Councillor Holmes, seconded by Councillor Grady, moved:

1. To agree the investment programme totalling £96.601 million covering the period up to 2017/18, including the recommendations contained in the report for the allocation of resources to support the delivery of lifecycle maintenance programmes over the period.
2. To endorse the decisions taken by Council in consideration of item 1, to direct the £1.094 million of resources available in the Strategic Asset Management, as follows:
 - £0.5 million additional investment in the roads and footpath network to lift the total capital investment to £3.762 million for 2015/16.
 - Direct the balance of £0.594 million as part of the investment in Regeneration bringing the total revenue and capital resources available to support this strategic investment priority to approximately £22 million.

3. To delegate to the Head of Property Services, in consultation with the Director of Finance & Resources, authority to adjust, where appropriate, resources across individual components of the proposed property lifecycle maintenance programme detailed in Appendix 4 to the report.
4. Agree to the suite of prudential indicators, treasury management indicators and treasury strategy set out in Appendix 6 of the report, subject to required adjustments arising from decisions outlined in points 1-3 above and in relation to any other decisions taken by members at this Council meeting.

This was agreed unanimously.

DECIDED:

- (a) That the investment programme totalling £96.601 million covering the period up to 2017/18, including the recommendations contained in the report for the allocation of resources to support the delivery of lifecycle maintenance programmes over the period be agreed;
- (b) That the decisions taken by Council in consideration of item 1, to direct the £1.094 million of resources available in the Strategic Asset Management, be endorsed as follows:
 - £0.5 million additional investment in the roads and footpath network to lift the total capital investment to £3.762 million for 2015/16.
 - Direct the balance of £0.594 million as part of the investment in Regeneration bringing the total revenue and capital resources available to support this strategic investment priority to approximately £22 million;
- (c) That authority be delegated to the Head of Property Services, in consultation with the Director of Finance & Resources, to adjust, where appropriate, resources across individual components of the proposed property lifecycle maintenance programme detailed in Appendix 4 to the report; and
- (d) That the suite of prudential indicators, treasury management indicators and treasury strategy set out in Appendix 6 of the report, be agreed subject to required adjustments arising from decisions outlined in points (a)–(c) above and in relation to any other decisions taken by members at this Council meeting.

3. HOUSING REVENUE ACCOUNT BUDGET AND RENT LEVELS 2015/16 AND HOUSING CAPITAL INVESTMENT PLAN 2015/16 TO 2017/18

There was submitted a joint report by the Directors of Development & Housing Services and Finance & Resources relative to the Housing Revenue Account and Rent Levels for 2015/16 and the Housing Capital Investment Plan for 2015/16 - 2017/18.

The report outlined the Council's obligation to bring all of its housing stock up to the Scottish Housing Quality Standard (SHQS) by 2015. The Standard Delivery Plan, which outlined the work and investment required to ensure that the housing stock met the SHQS and how this would be funded, had been approved by the Council at its meeting held on 21st May 2009. The Plan required rental increases of 4.5% per annum during the period 2010/11 - 2014/15 to generate sufficient rental income to fund the SHQS capital investment.

The report intimated that this was the final year of the SHQS programme and that the Council was on track to meet the standard, within the allowable exemptions by this deadline. Following completion of the SHQS programme, the Capital Plan would enter a period of Lifecycle Maintenance and reinvestment to maintain the Standard on an ongoing basis.

The report advised that the UK Government's Welfare Reform policy changes had created additional financial stress on families, pressure on Council services and had introduced a significant financial risk to the HRA. This included increasing risks associated with bad debt levels, significant costs associated with rent collection and the costs associated with advice and support for tenants.

The Council had made a clear commitment to support its tenants by setting aside HRA balances of £5m for measures to mitigate the impact of welfare reform over the medium term. This included additional staffing to deal with the increased contact needed with tenants, support for the development of initiatives for unemployed Council tenants and the establishment of a Council Tenant Assistance Fund (CTAF). Changes to the funding arrangements associated with Discretionary Housing Payment (DHP) arrangements in 2014/15 had removed the need for the CTAF in financial year 2014/15.

The HRA Business Plan was regularly reviewed to take account of changes in key assumptions, which informed the annual budget setting process and allowed consideration of the planned rent increase for 2015/16.

The report detailed the proposed Housing Revenue Account budget for 2015/16 subject to the rent increase for 2015/16 being considered by the Council and detailed the proposed Housing Capital Investment Plan for the three-year period 2015/16 to 2017/18.

Councillor Williams, seconded by Councillor M Devine, moved:

1. To agree to an average weekly rent increase of 3.5% for 2015/16.
2. To note the outcome of the tenant consultation process as detailed in paragraph 5.3 of the report.
3. To note this Council's continued commitment to mitigate the impacts of welfare reform on Council tenants through the earmarking of HRA balances over the period to 2017/18 to deliver a programme of measures intended to support tenants to manage the negative impacts of welfare reform.
4. To approve the HRA budget for Financial Year 2015/16 as proposed in the report.
5. To approve the Housing Capital Investment Plan 2015/16 to 2017/18 as detailed in Appendix 3 of the report, including the investment of £45 million over the three year period.
6. To note that this Council is on track to meet the SHQS, with the allowable abeyances, by March 2015, having delivered the £138m investment programme on time and within budget.
7. To note the impact of this administration's investment in additional resources for tenant liaison and quality management which has resulted in a significant improvement in tenant's experience of this programme with satisfaction rates sustained at 95% or above since April 2013.
8. To note that the Capital Investment Plan includes provision for a further 224 new build Council properties at Seedhill, Paisley, Bishopton and Johnstone Castle, following the successful delivery of new homes at Barrhead Road, Paisley.

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

- (a) Council agrees that the weekly rents increase be set at 0% for 2015/16 and that £1,568,800 be utilised from unallocated resources leaving a balance of £5,231,200 and amends Appendix 1 accordingly;
- (b) Notes the findings of the recent tenant consultation exercise where out of 12,000 tenants we received a less than 0.5% response rate and only 9 agreed with the proposed rent rise of 3.5% and 45 disagreed;
- (c) Approves the Housing revenue account budget for financial year 2015/16 as detailed in Appendix 2 and adjusts accordingly to reflect the amendments above;
- (d) Notes the sum of £4.4 million pounds which are sitting idle and unused while the impact of Westminster austerity cuts are biting deep into Renfrewshire communities and instructs the Director of Development & Housing Services to bring forward proposals for a pro-active plan for timely use of these funds;
- (e) Approves the housing capital Investment Plan 2015/16 – 2017/18 as detailed in Appendix 3 of the report; and
- (f) Notes that unallocated balances stand at £5,231,200 after adjustment.

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

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

The following members abstained: Councillors Mack, McCartin and J MacLaren.

15 members having voted for the amendment, 22 members having voted for the motion and 3 members having abstained, the motion was accordingly declared carried.

DECIDED:

- (a) That an average weekly rent increase of 3.5% for 2015/16 be agreed;
- (b) That the outcome of the tenant consultation process as detailed in paragraph 5.3 of the report be noted;
- (c) That this Council's continued commitment to mitigate the impacts of welfare reform on Council tenants through the earmarking of HRA balances over the period to 2017/18 to deliver a programme of measures intended to support tenants to manage the negative impacts of welfare reform be noted;
- (d) That the HRA budget for Financial Year 2015/16 as proposed in the report be noted;
- (e) That the Housing Capital Investment Plan 2015/16 to 2017/18 as detailed in Appendix 3 of the report, including the investment of £45 million over the three year period be approved;
- (f) That it be noted that this Council was on track to meet the SHQS, with the allowable abeyances, by March 2015, having delivered the £138m investment programme on time and within budget;

- (g) That the impact of this administration's investment in additional resources for tenant liaison and quality management which had resulted in a significant improvement in tenant's experience of this programme with satisfaction rates sustained at 95% or above since April 2013 be noted; and
- (h) That it be noted that the Capital Investment Plan included provision for a further 224 new build Council properties at Seedhill, Paisley, Bishopton and Johnstone Castle, following the successful delivery of new homes at Barrhead Road, Paisley.

**MINUTE OF MEETING OF THE APPOINTMENT BOARD
FOR THE HEAD OF FACILITIES MANAGEMENT HELD ON 19th DECEMBER, 2014**

PRESENT

Councillors Williams, M MacMillan, Bibby, Holmes and Nicolson.

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

S MacDougall, Director of Community Resources; and R Laouadi, Principal HR Adviser (Finance & Corporate Services).

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. HEAD OF FACILITIES MANAGEMENT

The Board interviewed candidates for the post of Head of Facilities Management.

DECIDED: That D Leask be appointed Head of Facilities Management.

**MINUTE OF MEETING OF THE SOCIAL WORK, HEALTH AND WELL-BEING POLICY BOARD
HELD ON 13th JANUARY, 2015**

PRESENT

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

Councillor I McMillan, Convener, presided.

IN ATTENDANCE

P MacLeod, Director of Social Work; R Cooper, Economic Development Manager (Development & Housing Services); L Mitchell, Managing Solicitor (Contracts/Conveyancing), D Low, Senior Committee Services Officer, D Forbes, Finance Manager and E Gray, Intern (all Finance & Corporate Services); and D Hawthorn, Head of Childcare and Criminal Justice, A McMillan, Head of Resources, S Strachan, Head of Adult Services and J Trainer, Transition Manager (all Social Work).

ALSO IN ATTENDANCE

A Lowe, Independent Chair, Renfrewshire Adult Protection Committee.

APOLOGY

Councillor Cameron.

DECLARATIONS OF INTEREST

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

ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 7 of the agenda before item 3.

1. RENFREWSHIRE ADULT PROTECTION COMMITTEE BIENNIAL REPORT

There was submitted a report by the Director of Social Work relative to the third Renfrewshire Adult Protection Committee's (RAPC) biennial report which had been submitted to the Scottish Government in November 2014.

The report intimated that the Adult Support and Protection (Scotland) Act 2007 introduced measures to identify and protect adults at risk of harm. The Act clarified the roles and responsibilities in adult protection and placed a duty on councils to make the necessary enquiries to establish whether or not further action was required to stop or prevent harm from occurring to adults at risk of harm. The Act also required each local authority to establish a multi-agency Adult Protection Committee and Renfrewshire's Adult Protection Committee first met on 23rd April, 2008 with subsequent meetings held on a two-monthly cycle.

The biennial report, attached as an appendix to the report, set out the membership of the Committee and how it addressed key activities such as providing public information; continuous improvement in responding to adult protection matters; ensuring practitioners had access to training and development opportunities; and overseeing the performance and the quality of services. The report provided a summary of the work of the Committee over the previous two years and gave an indication of the work to be taken forward in the subsequent year.

A Lowe, Independent Chair of the Adult Protection Committee, provided a brief overview of the background and context of the Committee's work and highlighted a number of the initiatives detailed in the report.

DECIDED:

- (a) That the Renfrewshire Adult Protection Committee's biennial report be approved; and
- (b) That the submission of the biennial report to the Scottish Government be homologated.

2. REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Acting Director of Finance & Corporate Services and the Director of Social Work for Social Work for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the budget position and the forecast year end overspend of around £400,000 (0.4%) be noted;
- (b) That it be noted that monies used to help to mitigate the current budget position would be available in the current year only; and
- (c) That it be noted that there had been net budget realignments of £18,412 related to £65,706 of holiday pay arrears partly offset by minor transfers to Finance & Corporate Services in relation to business support and corporate landlord services adjustments.

3. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services for Social Work for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the report be noted; and
- (b) That the request to redirect budget to the projects outlined in paragraph 4.2 of the report be approved.

4. EDUCATION OUTCOMES AND DESTINATIONS FOR LOOKED AFTER CHILDREN

Under reference to item 10 of page 133 of the Minute of the meeting of this Board held on 4th November, 2014, there was submitted a joint report by the Directors of Social Work and Education & Leisure relative to an update on the work undertaken to date on the improvement agenda for education outcomes for looked after children and highlighting the actions being taken forward.

The report intimated that since the last meeting of this Board social work staff had liaised with the Scottish Government's statistical section to assist in a more detailed investigation into the outcomes for Renfrewshire's looked after school leavers. The report detailed the outcomes for the 56 Renfrewshire looked after school leavers and identified that the poorest progress was made by those children who were looked after at home. An interagency working group had been established to develop an action plan to help improve outcomes.

DECIDED:

- (a) That the action taken to date in identifying the issues around positive destinations be noted;
- (b) That the planned actions over the next six months to improve positive destinations be noted; and
- (c) That it be noted that a further report on progress would be provided to a future meeting of this Board.

5. CHILDREN AND YOUNG PEOPLE (SCOTLAND) ACT 2014

There was submitted a report by the Director of Social Work relative to the Children and Young People (Scotland) Act 2014 which received Royal Assent on 27th March, 2014.

The report intimated that the Act covered a number of issues including the rights of children and young people, getting it right for every child (including the requirement for a Named Person and a single planning process for children who required it), and increasing early learning and education provision. The 2014 Act also put in place significant new legislative duties in respect of looked after children.

The report advised that the Scottish Government had published draft Orders relating to the regulations for Corporate Parenting, Aftercare and Continuing Care in November 2014. Copies of the draft Orders were attached as appendices 1, 2 and 3 to the report. The Scottish Government had sought responses to the consultation on the draft secondary legislation on these Orders by 29th December, 2014 and the Council's response formed appendix 4 to the report.

The report also intimated that the Scottish Government had launched two consultation documents in December 2014, the first being guidance on corporate parenting and the second guidance on aftercare and continuing care. The draft response to these consultation documents would be presented to the next meeting of this Board to be held on 3rd March, 2015.

DECIDED:

- (a) That the publication of the draft Orders relating to the regulations for Corporate Parenting, Aftercare and Continuing Care attached at appendices 1, 2 and 3 to the report be noted;
- (b) That the draft response to the consultation on the draft secondary legislation attached at appendix 4 to the report be approved;
- (c) That the launch of the consultation on the guidance on corporate parenting and the guidance on aftercare and continuing care be noted; and
- (d) That it be noted that a draft response to the two guidance documents would be presented to the meeting of this Board to be held on 3rd March, 2015 for consideration and approval.

6. FOSTERING AND ADOPTION ANNUAL REPORT 2013/2014

There was submitted a report by the Director of Social Work relative to the annual report of Renfrewshire Council's Fostering and Adoption Panel.

The annual report, attached as an appendix to the report, set out the work that had been dealt with by the two panels over the year 1st October, 2013 to 31st September, 2014 and set it in the context of the broader issues pertaining to looked after and accommodated children. The report made reference to the progress being made regarding Renfrewshire's own foster carers with eight new carer households being registered in 2013/14.

The report intimated that the Adoption Service had progressed the plans for 19 children during 2013/14, that the Supported Carers Service had transferred from the Throughcare Team to the Fostering and Adoption Team during the previous year and that Plans for Permanence in Care for eight young people had been approved during 2013/14.

The Convener took the opportunity to advise the Board that one of Renfrewshire's foster carers, Marion Crangle, had received an MBE for services to foster care in Renfrewshire. He suggested that he write on behalf of the Board to congratulate her on her award. This was agreed.

DECIDED:

- (a) That the contents of the Fostering and Adoption Panels' annual report 2013/14 be noted; and
- (b) That the Convener write to Marion Crangle to congratulate her on her award of the MBE.

7. REDESIGN OF DRUG TREATMENT AND TESTING ORDERS AND THE ENHANCED THROUGHCHARE SERVICE WITHIN CRIMINAL JUSTICE SOCIAL WORK

There was submitted a report by the Director of Social Work relative to the redesign of Drug Treatment and Testing Orders (DTTOs) and the enhanced throughcare service within Criminal Justice Social Work.

The report intimated that Drug Treatment and Testing Orders (DTTO), currently provided by East Renfrewshire Council, and the enhanced Criminal Justice Throughcare service, provided by Inverclyde Council, had both suffered significant financial reductions over the last few years. This had resulted in the need for ongoing redesign and the review of the financial contribution provided by each authority to maintain the services. The grant awarded to DTTO was expected to further decrease in 2015/16 due to decreasing workload. Furthermore, increasing expectations within core workload in particular Community Payback Orders, would mean that there were other pressures on the available resources.

A range of options had been considered, however based on funding and priorities the report recommended the redesign of both services, with service provision for these two areas of service becoming the responsibility of individual local authorities. Renfrewshire would commence provision of Enhanced Throughcare and DTTO for Renfrewshire service users, with a planned date of 1st April, 2015. From that date it was proposed that the budgets for Enhanced Throughcare and DTTO would be awarded to Renfrewshire Council on the basis of workload. Work was currently being undertaken with legal and human resources officers across the three authority areas to ensure the appropriate redeployment of existing staff across the services.

DECIDED:

- (a) That the recommended option of service redesign of Enhanced Throughcare and DTTO, with Renfrewshire Council commencing responsibility for the delivery of these services in 2015/16, which included the transfer of some posts under TUPE be approved; and
- (b) That the recruitment of any additional staff through scheme of delegation based on service need and available criminal justice social work funding in 2015/16 be approved.

8. UPDATE ON MULTI-AGENCY PUBLIC PROTECTION ARRANGEMENTS

There was submitted a report by the Director of Social Work relative to developments currently underway or planned, including a thematic review of Multi-agency Public Protection Arrangements (MAPPA), the extension of the process to violent offenders, and updated national guidance.

DECIDED: That the report be noted.

9. THE INTRODUCTION OF INTEGRATED CARE FUND 2015-2016

There was submitted a report by the Director of Social Work relative to the introduction of the Integrated Care Fund 2015/16.

The report intimated that the new Integrated Health and Social Care Authority would be established in April 2015, integrating health and social care services for adults. The Scottish Government had allocated £100m across Scotland in 2015/16, the Integrated Care Fund, to support investment in integrated services for adults with a focus on prevention, early intervention and support for people with complex and multiple conditions. The Integrated Care Fund had been committed for one year, 2015/16, and the allocation to Renfrewshire was £3.49m. The Renfrewshire Partnership's draft plan for the use of the Integrated Care Fund had to be lodged with the Scottish Government by 12th December, 2014.

DECIDED: That the decision to submit the Integrated Care Fund Plan for Renfrewshire, in draft, to the Scottish Government by its deadline date of 12th December, 2014 be homologated.

10. UPDATE ON THE REGULATIONS TO ACCOMPANY THE PUBLIC BODIES (JOINT WORKING) (SCOTLAND) ACT 2014

There was submitted a report by the Acting Director of Finance & Corporate Services relative to an update on the regulations which accompanied the Public Bodies (Joint Working) (Scotland) Act 2014.

The report intimated that, at its meeting held on 19th August, 2014, this Board had approved the Council's response to the Scottish Government's consultation on draft Regulations and Orders to accompany the Public Bodies (Joint Working) (Scotland) Act 2014. Following the consultation, a number of changes had been made to the Regulations and Orders in response to comments made by the Council and other consultees and these changes were highlighted in the report.

The Regulations and Orders came into force in November and December 2014 and a Supporting Note had also been issued by the Scottish Government to provide further information on the scope of the health and social care functions to be included in integration. Further statutory guidance was expected to follow.

DECIDED:

- (a) That it be noted that the Regulations and Orders came in to force in November and December 2014. Together with the Act, these set out the legislative requirements for the integration of health and social care services;
- (b) That it be noted that the deadline for submission of the Integration Scheme to the Scottish Ministers for approval was 1st April, 2015;
- (c) That it be noted that the Integration Joint Board would be established by Order of the Scottish Ministers, once they had approved the Integration Scheme;
- (d) That it be noted that the Chair of the Integration Joint Board would not now have a casting vote. Instead, the dispute mechanism in the Standing Orders for the conduct of meetings of the Integration Joint Board would require to state what would happen in the event that a vote was tied; and
- (e) That it be noted that the Regulations prescribed 1st April, 2016 as the latest date by which the prescribed Council and Health Board functions must be delegated to the Integration Joint Board.

**MINUTE OF MEETING OF THE REGULATORY FUNCTIONS BOARD
HELD ON 14th JANUARY, 2015**

PRESENT

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

Councillor Hood, Convener, presided.

IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing); M O'Neill, Senior Solicitor (Litigation and Regulatory Services); H Hoey, Committee Services Officer and K Whiteside, Licensing Officer (Paralegal) (all Finance & Corporate Services).

DECLARATIONS OF INTEREST

Councillor Mullin declared a non-financial interest in relation to item 3(d) 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.

ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 3(d) and 8 of the agenda prior to item 3(a) of the agenda.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved to exclude the press and public from the meeting during consideration of items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15, and 16 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 Mullin 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.

1. RENEWAL OF PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE

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

David Smith, 28 Whitehills, North Barr, Erskine

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

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

DECIDED: That the application be refused.

SEDERUNT

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

2. HEARING INTO POSSIBLE SUSPENSION OF PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE

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

Michael Doherty, 89 Greenlaw Crescent, Paisley

Mr Doherty, the licence holder, and his Solicitor, Mr Simpson, were invited into the meeting together with Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable. After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter.

The meeting was reconvened and the Convener asked Mr Simpson if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to Mr Doherty's Private Hire Car Driver's Licence. Mr Simpson then addressed the Board.

Following consideration of Mr Simpson's submission, Councillor Hood, seconded by Councillor Mullin, moved that Mr Doherty's Private Hire Car Driver's Licence be not suspended.

Provost Hall, seconded by Councillor M Devine, moved as an amendment that Mr Doherty's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

On the roll being called, the following members voted for the amendment: Councillors M Devine, E Devine and Provost Hall.

The following members voted for the motion: Councillors B Brown, McEwan, Audrey Doig, Hood, M Brown and Mullin.

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

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

3. RENEWAL OF PRIVATE HIRE CAR DRIVERS' LICENCES – PERSONAL APPEARANCES

There were submitted the undernoted applications for renewal of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to application (a) and representations received outwith the statutory timescale to applications (b) and (c);-

(a) Stephen Ferguson, 48 Trinity Avenue, Cardonald, Glasgow

There was no appearance by or on behalf of Mr Ferguson. Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable who had submitted an objection to the application, were invited into the meeting. The Convener proposed that the application be considered in Mr Ferguson's absence and this was agreed unanimously.

Police Scotland withdrew a paragraph of their letter prior to consideration. 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) Fred Wandera, 34 Melrose Avenue, Linwood

There was no appearance by or on behalf of Mr Wandera. Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application, were invited into the meeting. The Convener proposed that the application be considered in Mr Wandera's absence and this was agreed unanimously.

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

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

(c) James Haddow, Flat 2/1, 39 Langcraigs Drive, Paisley

There was no appearance by or on behalf of Mr Haddow. Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable were invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that Police Scotland had submitted a representation received outwith the statutory timescale to the application and not an objection as stated in the agenda. The Convener proposed that the application be considered in Mr Haddow's absence and this was agreed unanimously.

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 two years. This was agreed unanimously.

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

4. RENEWAL OF TAXI DRIVER'S LICENCE – PERSONAL APPEARANCE

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

Richard Kilbride, 87 Hardgate Drive, Glasgow

There was no appearance by or on behalf of Mr Kilbride. Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of 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 Kilbride'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.

5. GRANT OF LATE HOURS CATERING LICENCE – PERSONAL APPEARANCE

There was submitted the undernoted application for the grant of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application and the Director of Community Resources who had submitted an objection received outwith the statutory timescale to the application:-

<u>Applicant</u>	<u>Authorised Goods</u>	<u>Trading From</u>
Z and S Traders Limited 40 High Street Paisley	fast food and soft drinks	40 High Street Paisley
Monday to Thursday – 11.00 p.m. to 12 midnight Friday to Sunday – 11.00 p.m. to 2.00 a.m.		

Mr Shahid, Ms Zeshan and Mr Nishan, on behalf of the applicant, were invited into the meeting together with Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable who had submitted an objection to the application. The Assistant Managing Solicitor (Licensing) advised that the Director of Community Resources had withdrawn her objection received outwith the statutory timescale to the application.

Ms Zeshan advised that he wished to amend the application to read 'Sunday to Thursday – 11.00 p.m. to 12 midnight and Friday and Saturday – 11.00 p.m. to 2.00 a.m.'

Police Scotland withdrew their objection to the application. After consideration of all matters before the Board, the Convener proposed that the application, as amended, be granted for a period of one year. This was agreed unanimously.

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

6. RENEWAL OF WINDOW CLEANER'S LICENCE – PERSONAL APPEARANCE

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

Calum Irons, 125 Glencoats Drive, Paisley

Mr Irons, the applicant, was invited into the meeting together with Chief Inspector Nelson and Sergeant Fitzpatrick, on behalf of the Chief Constable who had submitted an objection to the application. The Assistant Managing Solicitor (Licensing) advised that the application was for renewal of a Window Cleaner's Licence and not for the grant of a Window Cleaner's Licence as stated in the agenda.

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

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

7. RENEWAL OF HOUSE IN MULTIPLE OCCUPATION – PERSONAL APPEARANCE

There was submitted the undernoted application for renewal of a House in Multiple Occupation. The applicant had been asked to appear personally for the first time together with Douglas Ross who had submitted an objection received outwith the statutory timescale to the application:-

<u>Applicant</u>	<u>Premises</u>
Mark Littlejohn 22 Morecroft Drive Warwick	Flat 2/2 35 Barterholm Road Paisley

Ms McLelland and Ms McFarlane, on behalf of the applicant, were invited into the meeting. There was no appearance by or on behalf of Mr Ross, who had submitted an objection received outwith the statutory timescale to the application. The Convener proposed that the objection be taken into account when the application was being considered 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 three years. This was agreed unanimously.

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

ADJOURNMENT

The meeting adjourned at 1.15 p.m. and reconvened at 2.00 p.m.

SEDERUNT

Councillor M Brown was not in attendance.

8. GRANT OF PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE

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

Raza Salim, Flat 30, 160 Pentland Road, Glasgow

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

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

9. 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 Keri Dickson, who had submitted a complaint in relation to the licence holder:-

William Kean, 50 Innerwick Drive, Hillington, Glasgow

Mr Kean, the licence holder, and Mr McDonald, were invited into the meeting. There was no appearance by or on behalf of Ms Dickson, the complainer. After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter.

The meeting was reconvened and the Convener asked Mr Kean if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Kean then addressed the Board.

Following consideration of Mr Kean's submission, the Convener proposed that the complaint be upheld and that Mr Kean's Private Hire Car Driver's Licence be not suspended. The Convener further proposed that Mr Kean be issued with a warning as to his future conduct as a licence holder. This was agreed unanimously.

DECIDED:

- (a) That the complaint be upheld and that Mr Kean's Private Hire Car Driver's Licence be not suspended; and
- (b) That Mr Kean be issued with a warning as to his future conduct as a licence holder.

10. TEMPORARY GRANT OF PRIVATE HIRE CAR DRIVER'S LICENCE AND GRANT OF PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE

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

Arif Pervaiz, Flat 1/1, 48 Minard Road, Glasgow

Mr Pervaiz, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Pervaiz's application for the temporary grant of a Private Hire Car Driver's Licence be granted and that Mr Pervaiz's application for the grant of a Private Hire Car Driver's Licence be granted for a period of one year. This was agreed unanimously.

DECIDED:

- (a) That Mr Pervaiz's application for the temporary grant of a Private Hire Car Driver's Licence be granted; and

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

11. GRANT OF LATE HOURS CATERING LICENCE – PERSONAL APPEARANCE

Under reference to item 12 of page 252 of the Minute of the meeting of this Board held on 4th December, 2014 consideration was resumed of the undernoted application for a Late Hours Catering Licence. The applicant had been asked to appear personally for the second time:-

<u>Applicant</u>	<u>Authorised Goods</u>	<u>Trading From</u>
Alpha 3134 Limited 11 Ninian Crescent Woodlee Village Lenzie	coffee, pre-packed sandwiches, cold drinks and confectionery	Shell Garage Charleston Lonend Paisley

7 days per week – 11.00 p.m. to 5.00 a.m.

Mr McEnaney, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, 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.

12. RENEWAL OF LATE HOURS CATERING LICENCE – PERSONAL APPEARANCE

There was submitted the undernoted application for renewal of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time:-

<u>Applicant</u>	<u>Authorised Goods</u>	<u>Trading From</u>
J D Wetherspoon (Scotland) Limited Wetherspoon House Reeds Crescent Watford	Public House	The Sanderling International Departure Lounge Glasgow Airport Paisley

7 days per week – 11.00 p.m. to 5.00 a.m.

Mr McGillveray, on behalf of the applicant, and his Solicitor, Mr MacIver, were invited into the meeting. After consideration of all matters before the Board, 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 two years. This was agreed unanimously.

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

13. REQUESTS FOR EXEMPTION FROM ASSISTING WHEELCHAIR PASSENGERS – PERSONAL APPEARANCES

There were submitted the undernoted requests for exemption from assisting wheelchair passengers. The applicants had been asked to appear personally for the first time:-

(a) Thomas Robertson, 7 Manor Park Avenue, Paisley

Mr Robertson, the applicant, and his Solicitor, Mr McKinnon, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that Mr Robertson's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Robertson's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

(b) Colin Wardrop, 73 Newtyle Road, Ralston, Paisley

There was no appearance by or on behalf of Mr Wardrop. The Convener proposed that the application be considered in Mr Wardrop's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Wardrop's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That Mr Wardrop's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

SEDERUNT

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

14. GRANT OF LANDLORD REGISTRATION – PERSONAL APPEARANCE

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

Anand Mishra, Flat 2/3, 7 Kenley Road, Renfrew

There was no appearance by or on behalf of Ms Mishra. The Convener proposed that the application be considered in Ms Mishra'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 three years. This was agreed unanimously.

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

15. SURRENDER AND RE-ISSUE OF TAXI LICENCES

There were submitted the undernoted applications for the surrender and re-issue of Taxi Licences:-

	<u>Present Operator</u>	<u>Proposed Operator</u>	<u>Licence No.</u>
(a)	Patrick McKinstry 1 Weavers Road Paisley	Alan McKinstry 34 Peacock Drive Paisley	TX123

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

DECIDED: That the application be granted.

	<u>Present Operator</u>	<u>Proposed Operator</u>	<u>Licence No.</u>
(b)	Paul Brady 12 Springhill Farm Grove Baillieston Glasgow	John McIntyre Flat 3/1 2 Highgrove Court Renfrew	TX185

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

DECIDED: That the application be granted.

	<u>Present Operator</u>	<u>Proposed Operator</u>	<u>Licence No.</u>
(c)	Anthony Lafferty 31 Maxton Grove Barrhead	Raymond Stanley Flat 4E Lennox Court 14 Sutherland Avenue Bearsden Glasgow	TX187

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

DECIDED: That the application be granted.

16. VARIATION OF PRIVATE HIRE CAR LICENCES

There were submitted the undernoted applications for variation of Private Hire Car Licences:-

	<u>Applicant</u>	<u>Variation</u>
(a)	Henry Mejury 33 Birchwood Drive Paisley	to carry 8 passengers

The Convener proposed that the application be granted and that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Mejury's Private Hire Car Licence and that Mr Mejury's vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the application be granted and that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Mejury's Private Hire Car Licence and that Mr Mejury's vehicle be licensed to carry 8 passengers.

	<u>Applicant</u>	<u>Variation</u>
(b)	Graeme Clark 9 Cromer Way Paisley	to carry 8 passengers

The Convener proposed that the application be granted and that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Clark's Private Hire Car Licence and that Mr Clark's vehicle be licensed to carry 8 passengers. This was agreed unanimously.

DECIDED: That the application be granted and that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Clark's Private Hire Car Licence and that Mr Clark's vehicle be licensed to carry 8 passengers.

**MINUTE OF MEETING OF THE EDUCATION POLICY BOARD
HELD ON 15TH JANUARY, 2015**

PRESENT

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

Councillor Henry, Convener, presided.

IN ATTENDANCE

R Naylor, Director of Education & Leisure; P McLeod, Director of Social Work; G McKinlay, Head of Service and M Dewar, Acting Head of Service (both Education & Leisure); and D Forbes, Finance Manager, R Devine, Senior Committee Services Officer and K Druce, Assistant Committee Services Officer (all Finance & Corporate Services).

APOLOGY

Councillor Cameron.

DECLARATIONS OF INTEREST

Councillors J Sharkey and M Sharkey declared a non-pecuniary interest in relation to agenda item 8 – Review of Renfrewshire Youth Voice - as parents of a member of Renfrewshire Youth Voice and intimated that it was their intention not to participate in consideration of the item or voting thereon.

WELCOME

Prior to the start of the meeting the Convener welcomed Mr J Nellaney, the representative of the Roman Catholic Church to the Education Policy Board, to his first meeting since his appointment. The Convener also took the opportunity to welcome Peter MacLeod to his first meeting of the Policy Board since his appointment as Director of Children's Services.

1. REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Acting Director of Finance & Corporate Services and Director of Education & Leisure for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the budget position be noted; and
- (b) That it be noted that there had been net budget realignments of £4,826 processed since the last report relating to transfers to the corporate landlord and holiday pay arrears.

2. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

3. EDUCATION SCOTLAND INSPECTION REPORTS

(a) Arkleston Primary School, Renfrew

There was submitted a report by the Director of Education & Leisure relative to the inspection by Education Scotland of Arkleston Primary School, Renfrew, undertaken during October 2014, as part of a national sample of primary education.

A copy of the inspection report, together with the quality indicator evaluations, published by Education Scotland on 16th December, 2014, was appended to the report. The inspection report had identified four key strengths and four areas for further improvement. It was noted that Education Scotland would make no further visits in connection with the inspection. An improvement action plan had been developed, which would be shared with parents, indicating how the main findings of the inspection report would be addressed. The report stated that the school would be supported in its improvement by quarterly monitoring visits and arrangements would be made to inform parents of the progress made by the school in addressing the main points identified for action within two years of the publication of the report.

DECIDED: That the key strengths and areas for further improvement identified in the Education Scotland report on Arkleston Primary School, Renfrew, be noted.

(b) Hillview Nursery, Paisley

There was submitted a report by the Director of Education & Leisure relative to the inspection by Education Scotland of Hillview Nursery, Paisley, undertaken during October 2014, as part of a national sample of pre-five education.

A copy of the inspection report, together with the quality indicator evaluations, published by Education Scotland on 25th November, 2014, was appended to the report. The inspection report had identified three key strengths and four areas for further improvement. It was noted that work would be undertaken to build capacity for improvement and that Education Scotland would maintain contact with Education & Leisure to monitor progress.

DECIDED: That the key strengths and areas for further improvement identified in the Education Scotland report on Hillview Nursery, Paisley, be noted.

4. IMPLEMENTATION OF 600 HOURS OF EARLY LEARNING AND CHILDCARE

There was submitted a report by the Director of Education & Leisure relative to the implementation of the provision of 600 hours of early learning and childcare. This was an increase from 475 hours in the school term 2013/14.

The report stated that the Children and Young People (Scotland) Act, which had received Royal Assent on 27th March, 2014, introduced a mandatory number of hours for early learning and childcare of 600 hours for eligible pre-school children per year. An eligible child was defined as (i) three years of age and over; (ii) two years of age and over who was or had been at any time since their second birthday looked after, subject of a kinship care order or had a parent appointed guardian; and (iii) two years old and over from households where a parent or carer was in receipt of certain qualifying benefits.

The Act also placed a duty on local authorities to consult with parents of children under school age on how early learning and childcare should be made available and for each local authority to publish a plan of intention. Thereafter, consultation required to be carried out every two years. The Council had consulted with parents of children under school age between July and December 2013 who used services in Renfrewshire on the method for delivering early learning and childcare and the outcome was detailed in the report. In addition a focus group comprising staff from local authority, approved partner nurseries and trade union representation had met to monitor and evaluate the 2014/15 delivery model and to plan a more flexible model for 2015/16 onwards.

A detailed plan outlining a range of models of early learning and childcare, which was flexible to ensure there was a degree of choice for parents, would be submitted to the Education Policy Board by May 2015.

DECIDED: That the plan for delivering a more flexible model of delivery of early learning and childcare, as detailed in the report, be noted.

5. EARLY LEARNING AND CHILDCARE FOR TWO YEAR OLD CHILDREN

There was submitted a report by the Director of Education & Leisure relative to the provision of additional places for early learning and childcare for two-year old children. The report intimated that at the meeting of this Board held on 8th May, 2014, authority had been delegated to the Director of Education & Leisure in consultation with the Convener of the Education Policy Board, to progress plans for adapting and/or extending existing premises to provide places for additional two-year old children from workless families. Reference was also made to the report submitted to the meeting of this Board held on 21st August, 2014 which advised of the adaptations proposed to premises to expand the service for two-year olds and sought approval to increase the number of commissioned places from the private and voluntary sector early learning and childcare providers.

The report stated that Scottish Government revenue funding allocated to Renfrewshire for implementing the additional provision of early learning and childcare for two year old children for 2015/16 was £1,537,011 while the allocation for capital funding for 2015/16 was £1,162,669. A summary of the proposed expansion plans for delivery from August 2015 of early learning and childcare places to all two year old children from families eligible for free school meals was provided and approval sought to increase the number of commissioned places from private and voluntary providers contracted to deliver early learning and childcare from 1205 to 1230.

DECIDED:

- (a) That the proposed draft plan, detailed in paragraph 4.2 of the report, for expanding the service to deliver early learning and childcare places for additional two-year old children from August 2015 be noted;
- (b) That it be noted that the draft plan was subject to confirmation of proposed adaptations to premises;
- (c) That authority be delegated to the Director of Education & Leisure, in consultation with the Convener of the Education Policy Board, to progress the draft plan for expanding the service to deliver early learning and childcare places for additional two year olds, as required, from August 2015; and
- (d) That the increased number of commissioned early learning and childcare places as detailed in paragraph 4(iii) of the report be approved.

6. REVIEW OF YOUTH VOICE

There was submitted a report by the Director of Education & Leisure relative to a review of programmes and opportunities to facilitate engagement with young people, to ensure that they reflected the needs and aspirations of young people and had the ability to grow as Renfrewshire's youth voice process developed.

The report advised that Youth Voice initiatives involved ascertaining, coordinating and expressing the views of young people and young people taking action to bring about change in their communities. This was achieved through activities undertaken by Youth Voice groups, such as pupil councils, youth forums and the participation of young people in decision making bodies. Youth Voice also contributed to the implementation of Curriculum for Excellence.

A summary of the review process was provided within the Appendix to the report. Throughout the review process young people's experiences, views and findings had been recorded on film. The findings and conclusions arising from the consultation activities undertaken had resulted in a proposal that a Renfrewshire Youth Voice Assembly be established to enable young people to work together to identify the most important issues, make decisions on what action to take and engage with decision makers. In addition it was proposed that Renfrewshire Youth Voice be the executive body of the Assembly, providing the position of chairperson and taking ownership of the planning of the annual conference. The organisation and support to the Assembly would be provided by Youth Services. Assembly members would be aged 12 to 25 years old and include members of the Scottish Youth Parliament; members of Renfrewshire Youth Voice; members of Community-based youth forums from across Renfrewshire; representatives of pupil councils from across Renfrewshire's schools; and young people representative of minorities, hard to reach or vulnerable groups of young people.

DECIDED: That the establishment of a Renfrewshire Youth Voice Assembly that enabled young people to work together to identify the most important issues, make decisions on what action to take and engage with decision makers, be agreed.

**MINUTE OF MEETING OF THE SPORT, LEISURE AND CULTURE POLICY BOARD
HELD ON 15th JANUARY, 2015**

PRESENT

Councillors Perrie, M Devine, M Sharkey, Kelly, Henry, M Macmillan, McCartin, McGee, Clark, Noon and Holmes.

Councillor Clark, Depute Convener, presided.

IN ATTENDANCE

R Naylor, Director of Education & Leisure; J McKellar, Acting Head of Service and J Laurenson, Acting Leisure & Cultural Services Manager (both Children's Services); and D Low, Senior Committee Services Officer, D Forbes, Finance Manager and E Gray, Intern (all Finance & Corporate Services).

APOLOGIES

Councillors Cameron and Harte.

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 Acting Director of Finance & Corporate Services and the Director of Education & Leisure for the Leisure Services Division of Education & Leisure for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the budget position be noted; and
- (b) That it be noted that there had been net budget realignments of £10,808 processed since the last report relating to transfers to the corporate landlord and holiday pay arrears.

2. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services for the Leisure Services Division of Education & Leisure for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

3. BOOK WEEK SCOTLAND 2014

There was submitted a report by the Director of Education & Leisure relative to activities which took place within Renfrewshire Libraries during Scottish Book Week, a national event sponsored by the Scottish Book Trust aimed at bringing Scots of all ages and walks of life together to celebrate the pleasures of books and reading.

Book Week Scotland was held between 24th and 30th November, 2014 and people of all ages came together in libraries, schools, community venues and workplaces across Scotland to share and enjoy books and reading. They were joined by a number of Scotland's authors, poets, playwrights, storytellers and illustrators to bring a packed programme of free projects and events to life. The Scottish Book Trust contributed funding of up to £750 to each local authority for these events and a further £250 to enable libraries to work in partnership with a local community organisation. Renfrewshire Council worked with the Threadmill Museum to organise an event entitled 'Remembering the Mills'.

During Book Week Scotland, Bookbug Primary 1 Family Packs were distributed to every primary 1 pupil in Renfrewshire. These packs were a gift from the Scottish Book Trust's Early Years Programme and contained three illustrated picture books by Scottish authors, a book on road safety and an activity book.

Book Week Scotland had been a successful initiative in Renfrewshire for all ages with 1,882 Bookbug Primary 1 Family Packs being distributed and overall attendance at author events increasing by 12% on the 2013 figures.

DECIDED: That the report be noted.

4. CREATIVE THERAPIES PROJECT

There was submitted a report by the Director of Education & Leisure relative to the Creative Therapies project delivered through the Arts and Museums service offering one to one support to young people with complex needs.

The report intimated that the creative therapies worker worked two days per week in upper primary and secondary schools delivering one-period sessions on a weekly basis in the school that the young person attended tailored to respond to the unique challenges of the young person.

The Creative Therapies project had been funded by the Big Lottery as part of a larger initiative to support vulnerable children and young people, operated by the Arts and Museums service from August 2008 to June 2011. Following the success of the project and the positive impact it had on children and young people, the project had been mainstreamed and was now funded by Education & Leisure.

DECIDED: That the report be noted.

5. KINTYRE PROJECT

There was submitted a report by the Director of Education & Leisure relative to the Kintyre Project which involved seven pupils from the Kintyre Base at Linwood High School attending fortnightly sessions at Paisley Museum to learn about different aspects of museum work using the theme of music.

The report intimated that the project was delivered in partnership with teaching staff and was themed around the changes in the way people had listened to recorded music since the 19th century and looked at objects in the museum related to this. The project culminated in a display by the participants at the Tweedie Hall, Linwood in June 2014.

DECIDED: That the report be noted.

6. SPORT SERVICES ANNUAL REPORT 2013/14

There was submitted a report by the Director of Education & Leisure relative to the sport services annual report 2013/14, a copy of which formed the Appendix to the report.

The sports services team, which included active sports and sports development, planned, delivered and implemented the sports programme across all schools and the wider community. This was achieved by recruiting, supporting and sustaining a network of volunteers, coaches, sports leaders and teachers to deliver physical activity and sport before, during and after school and in the wider community. The report detailed the national key outcomes for active schools and sports development together with a summary of achievements during the period July 2013 to June 2014 and outlined future priorities.

DECIDED: That the progress made throughout 2013/14 within the sport services programme, as detailed in the annual report appended to 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 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 paragraphs 6 and 8 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

7. RENFREWSHIRE LEISURE: BUSINESS PLAN 2015/16

There was submitted a report by the Director of Education & Leisure relative to Renfrewshire Leisure's Business Plan 2015/16.

The report intimated that in 2002, Renfrewshire Council had agreed to create an industrial and provident society, Renfrewshire Leisure (RL), to manage its leisure facilities and that RL had been operational since 1st January, 2003. This legal operating model changed in November 2014 to a company limited by guarantee (CLG).

Under the terms of the funding agreement, RL was required to submit a business plan to the Council. This report updated members on the business plan for 2015/16 which was predicated on the 'Active Communities, Active Lives' document which progressed a strategic vision for the future of RL for 2013/18 and which also supported Renfrewshire Council's sport strategy.

DECIDED:

- (a) That it be agreed that RL's business plan 2015/16 met the terms of the service specification, subject to the comments made in appendix 1 to the report;

- (b) That it be agreed that RL's business plan 2015/16 met the terms of the Council's funding agreement for 2015/16;
- (c) That authority be delegated to the Director of Education & Leisure and Acting Director of Finance & Corporate Services to submit comments to RL on the business plan as set out in the review attached as Appendix 1 to the report; and
- (d) That the action plan for 2015/16, attached as Appendix 2 to the report, be noted.

**MINUTE OF MEETING OF THE HOUSING & COMMUNITY SAFETY POLICY BOARD
HELD ON 20th JANUARY, 2015**

PRESENT

Councillors B Brown, Murrin, M Devine, Grady, McEwan, J Sharkey, Williams, E Devine, McCartin and Nicolson.

Councillor Williams, Convener, presided.

IN ATTENDANCE

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

ALSO IN ATTENDANCE

Chief Inspectors R Kennedy and S Nelson (Police Scotland); and P Tanzilli, Local Senior Officer, (Scottish Fire and Rescue Service).

APOLOGIES

Councillors McGurk, Cameron and Henry.

DECLARATIONS OF INTEREST

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

1. SCRUTINY: POLICE SCOTLAND AND THE SCOTTISH FIRE AND RESCUE SERVICE

(a) Scottish Fire and Rescue Service

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area during the third quarter of 2014/15.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been no fire-related fatalities; incidences of deliberate fire-raising had decreased; the number of accidental dwelling fires had reduced; while the number of false alarms had also reduced. The appendix to the report provided an analysis of performance and activities on a ward basis.

DECIDED: That the report be noted.

(b) Police Scotland

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1st April to 30th

November, 2014. 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.

Following consideration of the report reference was made to the Strengthening Local Policing Project and, in particular, the proposal therein to merge Police Scotland K (Renfrewshire and Inverclyde) and L (Argyll and West Dunbartonshire) Divisions. A consultation exercise regarding the project was currently being undertaken, which would conclude on 13th February, 2015, and members of the Policy Board were invited to submit comments.

DECIDED: That the report and information provided be noted

2. REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the budget position be noted: and
- (b) That it be noted that there had been no budget adjustments since the previous report.

3. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services in respect of the Housing Division of Development & Housing Services for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

4. COMMUNITY SAFETY – OPERATIONAL UPDATE

There was submitted a report by the Director of Community Resources relative to the implementation of the re-design of Community Safety Services and progress achieved in respect of the Community Safety Integrated Control Room and CCTV system project.

The report made reference to the review of the Community Safety Service which had been approved at the meeting of the Environment Policy Board held on 14th May 2014. The review had included services provided by the wardens, youth team, mediators, investigators and noise enforcement officers and an analysis of demand for Community Safety services and working hours had identified that the balance of service provision was not ideal. In addition, cognisance had been taken of public expectations. The objective of the re-design of Community Safety Services had been to change the core operational hours and re-profile staffing resources to better match service demand. Discussions had taken place with the workforce and trade unions and a Collective Agreement had been signed off to enable the implementation of the re-designed service with effect from 1st December, 2014.

New work patterns had been developed to reflect the focus on the core business of Community Safety, whilst maintaining environmental crime and parking enforcement services. The patterns had been designed based on analysis of demand for the service at key times of the day, week and month with seasonality built in. The shift patterns for various roles were detailed within the report. An exercise would be undertaken to raise awareness with the public of the hours of service and methods of making contact with the Service. In addition a rebranding and refreshing of the Community Safety Service would be undertaken.

An update in terms of the development of the new integrated control room and CCTV system was provided within the report. The control room and CCTV system would be Council-owned and operated in conjunction with community safety partners. A contract had been awarded to Boston Networks to provide the necessary hardware and software for the system and connection points to meet the enhanced digital capabilities of the new CCTV system had been installed. The existing 37 CCTV cameras had been replaced, as planned, by newer models. The second phase of 11 new cameras would take place in early 2015 and preparations were ongoing in this connection. Conveyancing work in respect of the lease arrangements for the property was at an advanced stage and the ten year lease would be concluded and signed off prior to the commencement of works to refurbish the former District Court building in Mill Street, Paisley. It was highlighted that the CCTV system would continue to operate from Mill Street Police station until completion of the new integrated control room.

The report also provided a summary of community safety projects undertaken recently.

DECIDED:

- (a) That the successful implementation of the re-designed Community Safety Service be noted;
- (b) That the progress with the development of the integrated Control Room and CCTV system be noted; and
- (c) That the successful projects carried out over recent months be noted.

5. REVIEW OF SHELTERED HOUSING

There was submitted a report by the Director of Development & Housing Services relative to the feedback received following the consultation exercise with tenants on proposed future service delivery arrangements at the Council's sheltered housing complexes.

The report advised that the Sheltered Housing Service had been reviewed to take account of feedback from the Care Inspectorate following a recent inspection of the Service; analysis of the times when tenants tended to require help, advice, assistance and support from the Sheltered Housing Officers (SHO); the independent review of sheltered housing in Renfrewshire; the impact of the temporary Health & Wellbeing Co-ordinator post, which had helped to improve the range of activities and initiatives that those living in sheltered complexes had been able to participate in and enjoy; and the development of initiatives to better meet the housing needs of older people. As a result new service delivery arrangements had been designed, with the proposals including a focus on SHOs being on duty up to 2pm each weekday and the establishment of a permanent full-time Health & Wellbeing Co-ordinator post and a part-time Activities Officer.

The report made reference to the decision taken at the meeting of this Board held on 11th November, 2014, that tenants at the 11 sheltered complexes be consulted on the proposed future Sheltered Housing Service delivery arrangements and that a report be submitted to the Board on the feedback received from tenants to the proposals. Invitations to attend meetings, in the lounge area at each housing complex, to discuss the proposed adjustment to the service delivery arrangements had been delivered to all 308 sheltered tenants. Around a third of the tenants had subsequently attended.

Officers had responded to points that were raised during the consultation meetings concerning the continuation of current afternoon activities at some housing complexes, tenants had been re-assured that they would continue to have 24-hour seven-days-a-week access to assistance from either a SHO or via the Community Alarm system, and that the current proposals did not include any changes to the support costs charges applied to all sheltered tenancies. Tenants attending meetings within the complexes were in agreement with the proposals. In addition meetings regarding the proposed service delivery arrangements had been held with representatives of groups of sheltered housing tenants who had expressed support for the proposals. Individual views had also been sought via the quarterly newsletter delivered to all sheltered tenant's homes which had carried an article on the proposals and invited feedback. It was highlighted that in the event the proposals were approved by the Board it was anticipated that the new service delivery arrangements would be implemented by June 2015.

Councillor Williams, seconded by Councillor M Devine, moved that it be noted that tenants at all 11 sheltered complexes had been consulted on the proposals to develop the service; and that, following the positive feedback from tenants, implementation of the new proposals be approved.

Councillor McEwan, seconded by Councillor Nicolson, moved as an amendment that it be noted that only a third of the tenants attended the meetings; that it be noted that two thirds of the tenants appeared to have not engaged within a practical way to ascertain their views; and that the report be continued and the Director of Development & Housing Services, in the interests of democratic accountability, conduct a ballot on the proposals.

On the roll being called the following members voted for the amendment: Councillors McEwan and Nicolson.

The following members voted for the motion: Councillors B Brown, Murrin, M Devine, Grady, J Sharkey, Williams, E Devine and McCartin.

2 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 tenants at all 11 sheltered complexes had been consulted on the proposals to develop the service; and
- (b) That, following the positive feedback from tenants, implementation of the new proposals be approved.

6. SCOTTISH HOUSING QUALITY STANDARD – FINANCIAL REVIEW AND UPDATE

There was submitted a report by the Director of Development & Housing Services relative to the current financial position of the Scottish Housing Quality Standard (SHQS) investment programme for 2014/15.

The report intimated that the Housing Investment Programme 2010/15 had been approved at the meeting of this Policy Board held on 2nd March, 2010, and was subject to annual review. The fourth, and most recent, review had been approved at the meeting of the Council held on 13th February, 2014. The report provided an analysis of the key elements of the programme, highlighted areas where the indicative funding provided in the original investment plan had subsequently been revised, and intimated the outturn expenditure in year four of the capital investment plan as set out in the appendix to the report. A 30-year business plan for the Housing Revenue Account (HRA) continued to be maintained to demonstrate the sustainability of the HRA in light of the increased investment required to meet the SHQS.

DECIDED:

- (a) That the projected outturn of the SHQS investment programme for 2014/15 be noted;
- (b) That the continuing requirement to achieve best value and an optimum mix of workflow over the five years of the investment plan be noted;
- (c) That, in conjunction with the Director of Finance & Corporate Services, officers be authorised to re-profile the capital programme and available resources, as necessary, within the capital investment programme approved as part of the business case and in line with appropriate limits established under the Council's capital prudential framework arrangements;
- (d) That it be noted that, as this was the final year of the SHQS investment programme, expenditure and income would be closely monitored to ensure that the financial targets of the programme were met;
- (e) That the continuing progress of ensuring SHQS targets were met by April 2015 be noted; and
- (f) That the removal of the standard security threshold of £5,000 for owners participating in SHQS common works be approved and officers be authorised to work with the Acting Director of Finance & Corporate Services to introduce a standard security arrangement on any charges, where it was deemed appropriate and cost effective, to support owners on lower incomes and to maximise the recovery of costs incurred by the Council in the delivery of the common works programme.

7. STRATEGIC HOUSING INVESTMENT PROGRAMME (SHIP) 2015/16 – 2019/20

There was submitted a report by the Director of Development & Housing Services relative to the Strategic Housing Investment Programme for 2015/16 - 2019/20.

The report stated that the Council required to submit to the Scottish Government each year, a Strategic Housing Investment Plan (SHIP). Revised SHIP guidance had been issued by the Scottish Government during April 2014 with the resultant Plan issued for consultation, revised to incorporate the feedback received and then submitted to the Scottish Government. A copy of the SHIP 2015/16 – 2019/20 document was appended to the report. The revised SHIP included two projects from the previous Plan, (i) Seedhill Road regeneration; and (ii) Thrushcraigs regeneration. In addition projects for the provision of affordable housing at Braille Crescent (Phase II); new supply housing at Renfrew; low cost home ownership for older people in Paisley Town Centre; a tenemental improvement programme at Orchard Street/Causeyside Street; a regeneration initiative in Paisley West End; a development of affordable homes at Bishopton; and a regeneration initiative in Johnstone Castle had been included in the 2015/16 – 2019/20 Plan.

The report also detailed the future Resource Planning Assumptions for the period 2015/16 – 2019/20.

DECIDED: That the Strategic Housing Investment Plan (SHIP) 2015/16 - 2019/20, a copy of which was appended to the report, be noted.

8. CONSULTATION DOCUMENTS**(a) REGULATIONS - HOUSING (SCOTLAND) ACT 2014 SECTION 28 PRIVATE RENTED HOUSING: ENHANCED ENFORCEMENT AREAS**

There was submitted a report by the Director of Development & Housing Services relative to the consultation document, issued by the Scottish Government, entitled "Consultation on Regulations, Housing (Scotland) Act 2014 Section 28 Private Rented Housing: Enhanced Enforcement Areas.

Views were sought on the proposed approach to be adopted in respect of a scheme that would enable local authorities to apply for additional discretionary powers to target enforcement in areas subject to poor housing conditions in the private rented sector and outlining the draft response submitted in this connection on behalf of the Council.

DECIDED: That the consultation response, a copy of which was attached as an Appendix to the report, and had been submitted to the Scottish Government on 12th December, 2014 be approved.

(b) A NEW TENANCY FOR THE PRIVATE SECTOR

There was submitted a report by the Director of Development & Housing Services relative to the consultation document, issued by Scottish Government during October 2014, entitled "Consultation on a New Tenancy for the Private Sector" which sought views on proposed reforms to the private sector tenancy regime designed to create a new and simplified system that would benefit both private rented sector tenants and private landlords and outlining the terms of the response submitted on behalf of the Council.

DECIDED:

- (i) That the response to the consultation document, a copy of which was appended to the report and had been submitted to the Scottish Government prior to the deadline for comments, be noted; and
- (ii) That the action of the Director of Development and Housing Services in submitting the response to the consultation in compliance with the deadline, be homologated.

EXCLUSION OF PRESS AND PUBLIC

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

9. BUILDING SERVICES: TRADING BUDGET MONITORING REPORT

There was submitted a report by the Director of Development & Housing Services relative to the financial position of Building Services as at 7th November, 2014.

DECIDED: That the current and projected year-end financial position of Building Services, as detailed within the report, be noted.

**MINUTE OF THE MEETING OF THE PLANNING & PROPERTY POLICY BOARD
HELD ON 20TH JANUARY, 2015**

PRESENT

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

Councillor Kelly, Convener, presided.

APOLOGY

Councillor McGurk.

IN ATTENDANCE

T Stirling, Environmental Strategy Manager (Community Resources); F Carlin, Head of Planning & Development, J Lynch, Head of Property Services, D Bryce, Development Standards Manager, V Howie, Finance & Resource Manager, F Hughes, Asset Manager, S McMillan, Policy & Regeneration Manager and S Marklow, Assistant Manager - Policy (all Development & Housing Services); and M Conaghan, Legal & Democratic Services Manager, D Forbes, Finance Manager and K Brown, Committee Services Officer (all Finance & Corporate Services).

1. REVENUE BUDGET MONITORING REPORT

There was submitted a joint revenue budget monitoring report by the Acting Director of Finance & Corporate Services and the Director Development & Housing Services for the Planning and Property and Construction Services Divisions for the period 1st April to 7th November, 2014.

DECIDED:

- (a) That the budget position be noted; and
- (b) That it be noted that there had been net budget realignments of £16,667 processed since the last report relating to transfers to the corporate landlord and holiday pay arrears.

2. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services for the Planning Service and Corporate Projects (Property) Division for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

3. **DISPOSAL OF SITES OF FORMER URQUHART HOUSE, FLEMING ROAD, HOUSTON AND FORMER KILALLAN HOUSE, HOUSTONFIELD, HOUSTON**

There was submitted a report by the Director of Development & Housing Services relative to the outcome of negotiations to adjust the offer prices for the sale of the former Urquhart House, Houston and the former Kilallan House, Houston. The report recommended approval of the final purchase price for each site to allow the sale to be concluded and a financial settlement made.

DECIDED: That the Head of Legal & Democratic Services be authorised to conclude the sale of both sites to Turnberry Homes Limited at the revised price for each site outlined in the report.

4. **STALLED SPACES SCOTLAND**

There was submitted a report by the Director of Development & Housing Services relative to a £10,000 grant awarded to the Council by Architecture & Design Scotland under the Stalled Spaces Scotland initiative designed to revitalise town/local centres and empower communities. The award was conditional on the Council providing match funding which was available from the Local Green Network budget for 2015/16. It was proposed that the Director of Community Resources manage the delivery of the programme.

DECIDED: That the grant of £10,000 under the Stalled Spaces Scotland initiative be accepted and the Director of Community Resources be authorised to manage delivery of the programme in Renfrewshire.

5. **TOWN CENTRE STRATEGY AND ACTION PLAN: JOHNSTONE, RENFREW AND BRAEHEAD**

There was submitted a report by the Director of Development & Housing Services relative to draft action plans prepared for Johnstone, Renfrew and Braehead town centres under the Renfrewshire Local Development Plan Action Programme, which would form the basis for consultation with local communities and key stakeholders. Representations received during the consultation process would be submitted to the Board with the intention of presenting the finalised town centre strategies and action plans to the Board in November 2015.

It was noted that strategies for Linwood and Erskine would be submitted to the Board during 2015 and similar action plans for local and village centres would be prepared and presented to the Board in due course.

DECIDED:

- (a) That the Director of Development & Housing Services be authorised to progress the necessary publicity and consultation process with local communities and stakeholders on the content of the draft town centre strategy and action plans for Johnstone, Renfrew and Braehead; and
- (b) That it be agreed that further reports be submitted to the Board on completion of the consultation process and prior to approval of the final town centre strategies and action plans.

6. **RENFREWSHIRE BIODIVERSITY DUTY REPORT 2014**

There was submitted a report by the Director of Development & Housing Services relative to the publication on the Council's website of the Renfrewshire Biodiversity Duty Report 2014 in accordance with the requirements of the Wildlife and Natural Environment (Scotland) Act 2011 which required public bodies to publish a report every three years on the actions taken to meet biodiversity duty.

The biodiversity report contained a policy statement, progress report for the period 2011/14 and the Biodiversity Delivery Action Plan 2014/17.

DECIDED: That the Biodiversity Duty Report 2014 and the progress made in delivering projects to improve biodiversity in Renfrewshire, as set out in the report, be noted.

7. SCOTTISH CLIMATE CHANGE DECLARATION RETURN 2013/14

There was submitted a report by the Director of Development & Housing Services relative to the publication of the Council's annual statement for 2013/14 under the Scottish Climate Change Declaration, which was published in compliance with the requirements of the Climate Change (Scotland) Act 2009. A copy of the annual statement was attached to the report.

The declaration recognised that Scottish local authorities had a key role in tackling the challenge of climate change. Signatories to the declaration were committed to producing an annual report, detailing progress in mitigating and adapting to climate change.

DECIDED: That the contents of the Scottish Climate Change Declaration Annual Report for 2013/14 be noted.

8. REVIEW OF RENFREWSHIRE OUTDOOR ACCESS STRATEGY

There was submitted a report by the Director of Development & Housing Services relative to a proposal to review and update the current Outdoor Access Strategy to ensure that it reflected the latest policy and took account of current funding opportunities and constraints.

The new strategy would be produced following consultation with relevant stakeholders and would provide a framework for delivering access improvements between 2015/19. It was noted that the strategy would be submitted to the Board for approval in due course.

DECIDED: That the Director of Development & Housing Services be authorised to review and update the Renfrewshire Outdoor Access Strategy, in consultation with relevant stakeholders, and submit a report to the Board in due course.

9. PAISLEY THI/CARS PROJECT UPDATE AND GRANT AWARDS

There was submitted a report by the Director of Development & Housing Services relative to progress on the Paisley Townscape Heritage Initiative/Conservation Area Regeneration Scheme (THI/CARS) which sought approval to award third party grants for shop front improvements, restoration of pend gates and stonework and structural repairs to properties at 43 Causeyside Street and 4-6 Forbes Place, Paisley.

DECIDED:

- (a) That a THI/CARS grant of up to £100,000 be awarded for shop front improvements at 43 Causeyside Street, Paisley;
- (b) That an increase in THI/CARS grant of up to £40,000 be approved for additional stonework and structural repairs at 4-6 Forbes Place, Paisley; and
- (b) That the progress made to date on the Paisley Townscape Heritage Initiative/Conservation Area Regeneration Scheme be noted.
- (c)

10. DEVELOPMENT PLANS UPDATE

There was submitted a report by the Director of Development & Housing Services relative to the progress of appeals lodged with the Court of Session challenging the validity of the Adopted Renfrewshire Local Development Plan; progress on the preparation of the replacement Strategic Development Plan for the Glasgow and the Clyde Valley area; and progress made in relation to the requirement arising from the examination into the Renfrewshire Local Development Plan to address the identified shortfall in Renfrewshire Housing Land Supply.

DECIDED:

- (a) That the progress made in relation to the appeals challenging the validity of the Adopted Renfrewshire Local Development Plan be noted;
- (b) That the preparation of the Clydeplan be noted;
- (c) That it be noted that consultation on the replacement Strategic Development Plan for the Glasgow and the Clyde Valley area would commence on 30th January, 2015; and
- (d) That it be noted that a new "Suggestions for Land Use Change" exercise would commence on 30th January, 2015 and that the preparation of supplementary guidance would follow to address Renfrewshire's housing land supply shortfall, as identified through the examination into the Adopted Local Development Plan.

11. ERSKINE RIVERFRONT TRANSITION AREA - DEVELOPMENT GUIDE

There was submitted a report by the Director of Development & Housing Services relative to the preparation of the Erskine Riverfront Transition Area Development Guide, a copy of which was appended to the report, which was informed by the Renfrewshire Local Development Plan Action Programme. The development guide set out a range of possible land use options which would be compatible with each other as well as complementary to Erskine town centre. The development guide also provided advice on the details to be considered in preparing development proposals. It would be used to help stimulate developer interest and form the basis for future marketing of land.

DECIDED: That the Erskine Riverfront Transition Area – Development Guide be approved as a context for the promotion of regeneration at this location and the Director of Development & Housing Services be authorised to submit regular reports to the Board on development and progress.

12. PLANNING APPLICATIONS

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

- (a) **14/08/12/PP – Ward 9: Planning Permission: Amendment to planning permission 13/0624/PP for redevelopment of town centre, including erection of class 1 superstore, class 1, 2 and 3 shop units and hot food take-away, community centre, library, offices (class 4), ancillary car parking and access – variation of condition 22 to enable deliveries from Bridge Street outwith the restricted hours: Land at Hart Street and Kashmir Avenue and Bridge Street, Linwood – Tesco Stores Limited**

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

**MINUTE OF MEETING OF THE ENVIRONMENT POLICY BOARD
HELD ON 21ST JANUARY, 2015**

PRESENT

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

Councillor E Devine, Convener, presided.

IN ATTENDANCE

S MacDougall, Director of Community Resources; S Allan, Head of Roads & Transportation, D Walls, Head of Resources, K Anderson, Amenity Services Manager (Waste & Transportation), D McNab, Transportation Manager, T Stirling, Environmental Strategy Manager and A Summers, Amenity Services Manager (StreetScene & Land Services) (all Community Resources); and D Forbes, Finance Manager and A McNaughton, Senior Committee Services Officer (both Finance & Corporate Services).

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 Acting Director of Finance & Corporate Services and the Director of Community Resources relative to Community Resources for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

2. CAPITAL BUDGET MONITORING REPORT

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services relative to Community Resources for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

3. BUS INFRASTRUCTURE IMPROVEMENTS FOR PAISLEY TOWN CENTRE

Under reference to item 12 of page 482 of the Minute of the meeting of the Council held on 27th February, 2014, there was submitted a report by the Director of Community Resources relative to bus infrastructure improvements for Paisley Town Centre.

The report explained that extensive work had been undertaken to develop specific improvement proposals for Smithhills Street, Gauze Street, St Mirren Street and the north part of Causeyside Street. Working jointly with Strathclyde Passenger Transport (SPT), the Council had identified a range of improvements to the existing bus facilities infrastructure. The report detailed the specific improvements to be carried out at each of the sites and advised that the cost would be met from the SPT allocated capital funding of £1.8 million for improved bus facilities in Paisley Town Centre.

The improvement works were subject to approval by Police Scotland and it was anticipated that work would commence in spring 2015 and be completed by 31st March 2016.

Councillor E Devine, seconded by Councillor Gilmour, moved that the implementation of the package of bus infrastructure improvement measures as described in the report be approved for commencement early in 2015.

Councillor Andy Doig, seconded by Councillor Nicolson, moved as an amendment that the Board call on the SPT to fund increased improvements to the network bus services across rural Renfrewshire with a view to improving connectivity between the Renfrewshire villages and the urban towns.

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

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

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

DECIDED: That the implementation of the package of bus infrastructure improvement measures as described in the report be approved for commencement early in 2015.

4. OPERATIONAL PERFORMANCE REPORT

There was submitted an update report by the Director of Community Resources relative to the operational performance of the services and key projects delivered by Community Resources from April to November 2014.

DECIDED: That the operational performance update be noted.

5. REDEVELOPMENT OF KNOCKHILL PARK, RENFREW

Under reference to item 7 of page 524 of the Minute of the meeting of this Board held on 30th January, 2013, there was submitted a progress report by the Director of Community Resources relative to the redevelopment of Knockhill Park, Renfrew which had secured an award from the Big Lottery of £1.046 million to deliver improvements to the park area and build community capacity in Renfrew West through volunteer recruitment and community engagement activities.

A "Friends of Knockhill Park" group was established and its volunteer members included local community representatives who became involved in developing and delivering the improvements and enhanced facilities in the park that included the provision of a community hub building, enhanced children's play facilities, a trim track area with outdoor fitness equipment, upgraded path networks, upgraded landscaping, improved access, additional car parking, outdoor events area, improved drainage and landscaping to the grass kick-about pitch to provide a grass multi-use sports pitch, dog agility and exercise areas and improved lighting.

A Project Co-ordinator, funded by the Big Lottery, was appointed in January 2014 to work in partnership with this group to build community capacity. Construction commenced in July 2014 and was completed in December 2014. Snagging works and seasonal dependent works remained to be carried out during spring 2015.

DECIDED: That progress to redevelop Knockhill Park and increase community capacity in the Renfrew West area, with an anticipated project completion date of spring 2015, be noted.

6. RENFREWSHIRE'S LOCAL AIR QUALITY MANAGEMENT 2014 PROGRESS REPORT

Under reference to item 4 of page 387 of the Minute of the meeting of this Board held on 22nd January, 2014 there was submitted a progress report by the Director of Community Resources relative to the findings of the annual progress report on air quality in Renfrewshire for 2013, published in 2014, and submitted to the Scottish Government for review as required by all local authorities.

There were a number of areas in Renfrewshire where levels of nitrogen dioxide (NO₂) indicated that specialist air quality monitoring and analysis would be of benefit to support further improvements in air quality. These areas included the existing Paisley Town Centre Air Quality Management Area (AQMA) and other areas in Renfrew, Johnstone and some residential streets adjacent to the M8 motorway.

Monitoring had shown that air quality at Central Road, Paisley had improved and was no longer considered to be representative of relevant public exposure in terms of the air quality objectives. The Scottish Government and the Scottish Environmental Protection Agency (SEPA) had agreed with action to remove monitoring equipment at this site for use elsewhere as required.

Specialist air quality monitoring and analysis would continue and would be used to revise and update the Air Quality Action Plan (AQAP) for Paisley Town Centre and to assist in establishing if additional AQMAs require to be declared in Renfrewshire. Should this be the case, a further report would be submitted to this Board.

DECIDED:

- (a) That the outcome of the 2014 annual progress report on air quality throughout the Council area be noted;
- (b) That the proposal to carry out further monitoring and analysis in a number of areas across Renfrewshire be noted; and
- (c) That it be agreed that further reports be submitted to this Board on air quality progress reports for the Council area.

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 paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

TRADING ORGANISATIONS – TRADING AND MONITORING STATEMENTS

There were submitted trading and budget monitoring reports by the Director of Community Resources relative to the vehicle maintenance, catering and roads trading organisations for the period 1st April to 7th November, 2014.

DECIDED: That the reports be noted.

**MINUTE OF MEETING OF THE FINANCE AND RESOURCES POLICY BOARD
HELD ON 21ST JANUARY, 2015**

PRESENT

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

Councillor Holmes, Convener, presided.

IN ATTENDANCE

A Russell, Acting Director of Finance & Corporate Services; M Carberry, Head of Reform & Change Management, K Graham, Head of Legal & Democratic Services, D Marshall, Head of HR & Organisational Development, A Armstrong-Walter, Policy Lead Tackling Poverty, Welfare Reform and Equalities (Chief Executive's); R Conway, Finance Manager, M Conaghan, Legal & Democratic Services Manager, R McGrath, Welfare Reform Programme Manager, E Shields, Depute Operations Manager and R Devine, Senior Committee Services Officer (all Finance & Corporate Services).

DECLARATIONS OF INTEREST

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

1. MINUTES**(a) Procurement Sub Committee**

There were submitted the Minutes of the meetings of the Procurement Sub Committee held on 12th November and 3rd December, 2014, which form Appendices I and II hereto.

DECIDED: That the Minutes be approved.

(b) Investment Review Board

There was submitted the Minute of the meeting of the Investment Review Board held on 26th November, 2014, which forms Appendix III hereto.

DECIDED: That the Minute be approved.

(c) Joint Consultative Board: Non Teaching

There was submitted the Minute of the meeting of the Joint Consultative Board: Non Teaching held on 19th November, 2014, which forms Appendix IV hereto.

DECIDED: That the Minute be approved.

2. REVENUE BUDGET MONITORING REPORT**(a) Chief Executive's and Finance & Corporate Services**

There was submitted a joint revenue budget monitoring report by the Chief Executive and the Acting Director of Finance & Corporate Services in respect of Chief Executive's and Finance & Corporate Services for the period 1st April to 7th November, 2014.

DECIDED:

- (i) That the budget position be noted; and
- (ii) That it be noted that since the last report there had been budget re-alignments of £128,851 relating to (i) realignment of the Social Work budget in connection with Business Support arrangements; and (ii) a budget adjustment reflecting the agreed treatment of holiday pay arrears.

(b) Revenue Budget Monitoring Report – Overview

There was submitted a revenue budget monitoring report by the Acting Director of Finance & Corporate Services relative to an overview of all Services for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

3. CAPITAL BUDGET MONITORING REPORT**(a) Chief Executive's and Finance & Corporate Services**

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services in respect of Chief Executive's and Finance & Corporate Services for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

(b) Capital Budget Monitoring Report – Overview

There was submitted a capital budget monitoring report by the Acting Director of Finance & Corporate Services relative to an overview of the performance of the Housing and Non-Housing Capital Programmes for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

4. REVENUES COLLECTION STATEMENT

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the collection performance for Council Tax and Non-Domestic Rates, as at 28th November, 2014, together with details of the total sums collected for the previous year for Council Tax, Non-Domestic Rates and of payments made towards the residual debt outstanding on the Community Charge (Poll Tax).

DECIDED: That the report be noted.

5. BENEFITS ADMINISTRATION – WELFARE REFORM AND PERFORMANCE STATEMENT

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the processing performance in relation to housing benefit and the Scottish Welfare Fund, as at the end of November 2014. The report also provided an update on the funding and expenditure position in relation to discretionary housing payments (DHP).

The report highlighted that the distribution of DHP resources from the Scottish Government focused on supporting applications from tenants affected by under occupancy. In order to ensure sufficient resources were available to support DHP applications from non-bedroom tax applications, it was proposed that £250,000 of existing welfare reform resources be allocated to support DHP expenditure. As a result £360,000 would be available to support such applications, which was forecast at this point to be sufficient to ensure resources remained available until the end of the current financial year.

In addition, it was highlighted that, based on the level of Scottish Welfare Fund applications being received and awarded, it was forecast that the available funding for Scottish Welfare Fund applications would be exhausted during February 2015. It was estimated that additional funding of £100,000 would be required in order to ensure that awards continued to be made in line with the Council's current priority level and Scottish Government guidance. Accordingly it was proposed that £100,000 from the 2015/16 welfare reform resources funding be allocated to support the Scottish Welfare Fund anticipated expenditure to facilitate the continuation of awards.

DECIDED:

- (a) That £100,000 be allocated from existing welfare reform resources to support the Scottish Welfare Fund anticipated spend as outlined within the report;
- (b) That £250,000 be allocated from existing welfare reform resources to support Discretionary Housing Spend as outlined within the report; and
- (c) That otherwise the report be noted.

6. PAISLEY AND RENFREW COMMON GOOD FUNDS 2015/16

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the estimated funding available for 2015/16 for disbursement from the Paisley and Renfrew Common Good Funds.

The report indicated that the Common Good Funds of both Paisley and Renfrew were utilised each financial year to fund existing, ongoing projects and commitments made by the Policy Board and its predecessor Boards. In addition, an annual allocation was made to the Local Area Committees, which had been delegated authority to disburse grants to local organisations from which they received bids for funding and/or to utilise the funding themselves to support appropriate projects. The Board was advised that income received by the Common Good Funds was derived from rental income from Common Good property, and dividend income and interest payments. In terms of investment income from dividends and interest, there was a requirement to make an informed estimate each year to assess the level of funds available to the Common Good Funds the following year. A forecast income and expenditure statement for both Common Good Funds was appended to the report.

Reference was made within the report to the funding arrangements for the improvement works to Renfrew Town Hall, agreed at the meeting of the former General Management & Finance Policy Board held on 20th January, 2010, which included an element of borrowing supported by ongoing payments from the Renfrew Common Good Fund. The report stated that following a review of the funding package, including an examination of the cash balances available within the Fund over the period of the works, it had been determined that the existing cash balances, supplemented by good investment returns over that period, could be more effectively utilised to fund the works without the need for borrowing. It was considered that this approach represented better value for the Fund in the longer term.

DECIDED:

- (a) That the 2015/16 budget allocations to Local Area Committees be approved as follows: -

Renfrew Common Good	Renfrew & Gallowhill	£67,360;
Paisley Common Good	Renfrew & Gallowhill	£2,000;
Paisley Common Good	Paisley North	£13,000; and
Paisley Common Good	Paisley South	£15,000;
- (b) That the continuing funding of recurring projects, detailed in the Appendix 1 of the report, be approved; and
- (c) That the revised funding package for Renfrew Town Hall works as outlined within the report be approved.

7. CREDIT UNION DEVELOPMENT – UPDATE

There was submitted a report by the Acting Director of Finance & Corporate Services relative to progress made by (i) Renfrewshire Wide Credit Union (RWCU); (ii) White Cart Credit Union (WCCU); and (iii) Glenburn Credit Union to implement the development activities that underpinned their grant applications.

The report indicated that the Council recognised that for many people across Renfrewshire welfare reform changes, in particular the introduction of Universal Credit, would require them to have transactional banking facilities and, where appropriate, banking facilities which would also support effective personal budgeting. The Council had further recognised the rise and proliferation of higher cost or 'payday' lending operations across Renfrewshire, and the impact that high cost lending had on the ability of people to manage their finances and the consequential impact it had on communities. Reference was made:- (a) to the decision taken at the meeting of this Policy Board held on 13th November, 2013, to direct up to £500,000 of resources to support credit unions in Renfrewshire to develop services that offered ethical, low cost financial products and services; (b) to the subsequent decision taken at the meeting of the Leadership Board held on 4th June, 2014 to grant £200,000 of the resources set aside to support credit union development to RWCU and to allocate £27,000 to WCCU; and (c) the decision taken at the meeting of this Policy Board held on 12th November, 2014, to allocate £22,000 to Glenburn Credit Union. These grants had been approved to support the development of transactional banking services; support the development of lower cost loans and further the benefits of credit union membership in the Renfrewshire area. A summary of progress achieved in relation to the activities being progressed by RWCU and WCCU and funded by the Council was provided within the report. It was noted that Glenburn Credit Union had only recently considered the planning activities required to implement the Credit Union's plans and an update on progress would be submitted to a future meeting of the Board in this connection. It was noted that council officers continued to work with all of the credit unions operating in Renfrewshire to support development activities.

DECIDED:

- (a) That the progress made by Renfrewshire Wide Credit Union and White Cart Credit Union to implement the development activities funded by the Council be noted; and
- (b) That it be noted that a further report outlining the progress made by Glenburn Credit Union to implement the development activities funded by the Council would be presented to a future meeting of the Board.

8. FUNDING OF ADVICE SERVICES IN RENFREWSHIRE

There was submitted a report by the Acting Director of Finance & Corporate Services relative to the proposed service model and commissioning approach to be adopted for advice services in Renfrewshire, approved following the findings of an Advice Services Review in June 2013, and, in particular, seeking approval of grant funding for the period between February 2015 and September 2017 of:- (i) £238,000 per annum for Renfrewshire Citizens Advice Bureau (RCAB) to provide general financial inclusion advice and independent housing advice; and (ii) £110,000 per annum for Renfrewshire Law Centre (RLC) to provide specialist legal advice and representation.

The report advised that a review of Advice Services had been undertaken during 2012/13 to provide an assessment of their effectiveness and to develop a new service model and commissioning approach. The service model developed had been agreed at the meeting of the Leadership Board held on the 5th June, 2013. A contract strategy had subsequently been formulated which recommended a negotiated contract with Engage Renfrewshire. This approach required Engage Renfrewshire to manage and coordinate the provision of money advice and independent housing advice and legal services from RCAB and RLC as well as other third sector providers. The Council had consequently pursued a negotiated tender arrangement with Engage Renfrewshire undertaking a specific role to ensure a robust and sustainable consortium model was in place. However negotiations had ended after Engage Renfrewshire's Board decided not to proceed with the arrangement due to concerns regarding the levels of risk and responsibilities within the contract.

An options analysis had then been undertaken, with an outcomes based grant funding arrangement identified as the most appropriate funding arrangement.

The current funding arrangements for both Renfrewshire Citizens Advice Service and Renfrewshire Law Centre had expired on 31st December, 2014 and arrangements had been made for minor extensions to existing contracts for the month of January 2015 pending Board consideration of the proposed arrangements. A new Service Specification and Outcomes Framework had also been developed which reflected the strategic priorities identified within the Advice Services Review. The core objectives required in order to deliver the requisite changes in advice provision were outlined and the report advised that CAB had applied for £238,000 per annum to provide generalist financial inclusion advice and independent housing advice while Renfrewshire Law Centre had applied for £110,000 per annum to provide specialist legal advice and representation.

The report stated that a new set of performance indicators and targets would be developed and monitored. These performance indicators would reflect the new service objectives. In order to support the strategic oversight of advice services in Renfrewshire and exploit opportunities for increased partnership working, an Advice Partnership would be established with Advice Works, Citizens Advice, Renfrewshire Law Centre and other advice providers across Renfrewshire.

DECIDED:

- (a) That grant funding, until the end of September 2017, of £110,000 per annum for Renfrewshire Law Centre (RLC) be approved;
- (b) That grant funding, until the end of September 2017, of £238,000 per annum for Renfrewshire Citizens Advice Bureau (RCAB) be approved;
- (c) That it be noted that new service specifications had been developed for both organisations in order to achieve strategic priorities identified within the Advice Services Review;
- (d) That the change in funding arrangement from a negotiated tender with Engage Renfrewshire, to outcomes-based grant funding agreements be noted;
- (e) That the progress in the development of a new model and commissioning approach for advice services in Renfrewshire, and the update on proposed next steps be noted; and
- (f) That the use of existing resources for tackling poverty to provide a temporary development resource to support Renfrewshire Citizens Advice Bureau and Renfrewshire Law Centre be noted.

9. CIVIC HOSPITALITY

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

(a) Defence Police Federation – civic hospitality, in the form of a drinks reception for approximately 80 people prior to the annual dinner on 10th June, 2015. It was proposed that the Council agree to host a civic reception at an estimated cost of £500 pending approval of the budget for 2015/16 and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided.

(b) Meeting with Turkish Consul General - civic hospitality, in the form of a drinks reception and dinner to mark the visit of the Turkish Consul General in Edinburgh. It was proposed that the Council host a civic reception in the form of a drinks reception and dinner at a cost of approximately £2000, and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided. It was highlighted that the cost of the event would be met from within the current budget allocation.

(c) Renfrewshire Educational Trust - civic hospitality, in the form of a finger buffet to mark the last meeting of the Board of Governors of Renfrewshire Educational Trust following the re-designation of the charity. It was proposed that the Council host a civic reception in the form of a finger buffet at a cost of approximately £200, and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided. It was highlighted that the cost of the event would be met from within the current budget allocation.

(d) Interfaith Scotland - civic hospitality, in the form of a finger buffet to mark the launch of Interfaith Week 2015. It was proposed that the Council host a civic reception in the form of a finger buffet at a cost of approximately £1500, pending approval of the budget for 2015/16, and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided.

(e) Clyde Muirshiel Regional Park Multiclass Regatta - civic hospitality, in the form of a drinks reception, to mark the Multi-Class Regatta event to be held at Castle Semple between 18th and 21st June, 2015. It was proposed that the Council host a civic reception in the form of a drinks reception pending approval of the budget for 2015/16, and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided.

DECIDED:

- (a) That civic hospitality be provided for the meetings with the Turkish Consul General and the Renfrewshire Educational Trust and that it be delegated to the Acting Director of Finance & Resources in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided; and
- (b) That civic receptions be hosted for the Defence Police Federation, Interfaith Scotland and the Clyde Muirshiel Regional Park Multiclass Regatta pending approval of the budget for 2015/16 and that it be delegated to the Acting Director of Finance & Corporate Services in consultation with the Provost to make the necessary arrangements for appropriate civic hospitality to be provided.

**MINUTE OF MEETING OF THE PROCUREMENT SUB-COMMITTEE
HELD ON 12th NOVEMBER, 2014**

PRESENT

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

Councillor Holmes, Convener presided.

IN ATTENDANCE

A Russell, Head of Corporate Finance; A Johnston, Community Benefits & Compliance Manager, S Griffin, Senior Procurement Specialist, F Hughes, Procurement Manager, G Herbert and L Leitch, Procurement Advisers, B Lambert, C Laughlan and K Scott, Assistant Category Managers, and P Shiach, Committee Services Officer (all Finance & Corporate Services).

DECLARATIONS OF INTEREST

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

1. CONTRACT AUTHORISATION REPORTS

(a) Brediland Primary School – Electrical Upgrade

There was submitted a joint report by the Directors of Finance & Corporate Services and Development & Housing Services relative to the award of a contract for electrical rewiring and associated works within Brediland Primary School.

The report indicated that at the deadline for the return of tenders, six bids had been received. Following evaluation, during which one of the contractors withdrew their submission, five tender submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for Electrical Rewiring and Associated Works (RC1408_2664(ITT5348)) within Brediland School to Arthur McKay & Co Limited;
- (ii) That it be noted that the date of possession would be Monday 19th January, 2015 with a contract duration of 16 weeks; and
- (iii) That it be noted that the value of the contract would be up to £315,583.84 excluding VAT.

(b) Gallowhill Primary School Electrical Re-wire and Associated Works

There was submitted a joint report by the Directors of Finance & Corporate Services and Development & Housing Services relative to the award of a contract for electrical re-wiring and associated works at Gallowhill Primary School.

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for Electrical Rewiring and Associated Works (RC1408_2802(ITT5727)) to Clark Contracts Limited;
- (ii) That it be noted that the date of possession would be Monday 5th January, 2015 with a contract duration of 16 weeks; and
- (iii) That it be noted that the value of the contract would be up to £310,849.53 excluding VAT.

(c) Employee Occupational Health and Wellbeing

There was submitted a report by the Director of Finance & Corporate Services relative to the award of a contract for employee occupational health and wellbeing.

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for employee health and wellbeing (RC2437_4916) to People Asset Management Limited up to a total value of £531,984, including any options to extend; and
- (ii) That it be noted that the period of the contract would be two years with the option to extend for up to a further one plus one years, it being anticipated that the contract would run from 1st February, 2015, however if delayed, the contract would commence from the date of contract award.

(d) Preparation and Delivery of Community Meals (Sandwiches/Snack Meals)

There was submitted a joint report by the Directors of Finance & Corporate Services and Social Work relative to the award of a contract for the preparation and delivery of community meals (sandwiches/snack meals).

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for the preparation and delivery of community meals (sandwiches/snack meals) to PJS Foods Limited;

- (ii) That it be noted that the anticipated start date of the contract was 1st December, 2014, and that the contract would be for an initial period of up to two years with an option to extend for up to two extensions each of one year, with such option(s) taken up at the Council's sole discretion; and
- (iii) That the estimated value of the contract including the maximum option period, based on historic consumption, of £280,000, be approved.

(e) RAMH First Crisis Response Counselling Service

There was submitted a joint report by the Directors of Finance & Corporate Services and Social Work relative to the award of a contract for first crisis response counselling service to RAMH in Paisley.

The report advised that approval had been granted in August 2013 to enter into a negotiated contract with RAMH in accordance with Schedule 5, clause C.1 (e) and clause 12.2 (b) of the Council's Standing Orders relating to Contracts as the Head of Strategic Procurement & Business Support had confirmed that the services required by service users would be best provided by the existing provider and that therefore there was only one suitable source that could be identified, that the requirement of the contract was unique, or, after research, that only one suitable source of supply could be identified.

The report also indicated that tender documentation was issued to RAMH and on its submission, was assessed by representatives from the Corporate Procurement Unit, the Social Work Review and Performance Team and NHS Greater Glasgow & Clyde Mental Health Team, and was considered acceptable on both technical and commercial grounds.

The report indicated that the budget for the current requirement was £224,032 per annum. The new requirement included for increases in services. The tendered amount for the new requirement was £224,026 and would remain fixed for the duration of the contract.

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract to RAMH for the provision of the first crisis response counselling service;
- (ii) That it be noted that the proposed contract start date would be 1st December, 2014 and that the contract would be for an initial two year period with the option to extend the contract for up to two extensions each of one year, such option(s) to be taken up at the Council's sole discretion; and
- (iii) That the value of the contract, including the maximum option period, in the sum of £896,102.67, excluding VAT, be approved.

2. COMMUNITY BENEFIT

There was submitted a report by the Director of Finance & Corporate Services relative to an update of the achievements to date on delivering community benefits through the evaluation weighting and providing details of the progress of the pilots conducted under the Community Benefits Strategy.

The report detailed the commitments derived from procurement exercises, since the implementation in June 2013, of a 10% weighting in construction and infrastructure projects. As a result of these commitments, it was recognised that the new Community Benefits Strategy should improve the monitoring process, ensuring that the Community Benefit commitments were verified and shared with other Council departments and partner organisations.

The report outlined progress of the Community Benefit pilots approved in June 2014.

DECIDED:

- (i) That the results from the 10% community benefits evaluation weighting, approved in June 2013, on construction and infrastructure projects be noted;
- (ii) That the progress of the Community Benefit Pilots, approved in June 2014, be noted; and
- (iii) That it be noted that the Community Benefits and Compliance Manager would provide a progress report to this Sub-Committee on a quarterly basis, commencing in February 2015.

3. PROCUREMENT STRATEGY 2014-15

There was submitted a report by the Director of Finance & Corporate Services relative to the implementation of the strategy which set out the procurement aims and goals of the Council for 2014-15.

The report advised that Procurement Strategy and action plan covering the period 2010-2013 had been successfully completed with the new Strategy intended as an interim strategy for 2014-2015.

The report indicated that during this period the Council would formalise plans for the Better Council Strategic Change Programme and the CPU would carry out a strategic review of its activities to ensure they were fully aligned to the needs of this Programme. A copy of the proposed Strategy was appended to the report.

Councillor K MacLaren, seconded by Councillor Lawson, moved the following amendment to replace recommendation 2.1 of the report. This was agreed: -

“That in approving the new Procurement Strategy 2014-2015, the Procurement Sub Committee amends the strategy to support job creation and to oppose the use of schemes which force job seekers into unpaid work or face losing their benefits – schemes known popularly as workfare. The new Procurement Strategy would therefore pledge Renfrewshire Council not to use any contractors who were involved in workfare schemes.”

DECIDED:

- (i) That in approving the new Procurement Strategy 2014-2015 the Procurement Sub Committee amends the strategy to support job creation and to oppose the use of schemes which force job seekers into unpaid work or face losing their benefits – schemes known popularly as workfare. The new Procurement Strategy would therefore pledge Renfrewshire Council not to use any contractors who were involved in workfare schemes; and

- (ii) That it be noted that a longer term Procurement Strategy for 2015-2017 would be produced before March 2015 which would align fully with the emerging Better Council Strategic Change Programme and with the recommendations outlined in the EU Procurement Directives.

**MINUTE OF MEETING OF THE PROCUREMENT SUB-COMMITTEE
HELD ON 3RD DECEMBER, 2014**

PRESENT

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

Councillor Holmes, Convener presided.

IN ATTENDANCE

A Russell, Acting Director of Finance & Corporate Services; J Lynch, Head of Property Services (Development & Housing Services); F Hughes, Procurement Manager, C Laughlan and K Scott, Assistant Category Managers, and P Shiach, Committee Services Officer (all Finance & Corporate Services).

APOLOGY

Councillor Grady.

DECLARATIONS OF INTEREST

Councillor Audrey Doig declared a non-pecuniary interest in relation to item 3(d) of the agenda – Construction of Bus Parking Bay and Parking Spaces at Community Sports Hub - 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. CONTRACT AUTHORISATION REPORTS

(a) Various Works at Heriot Primary School (Re-Roofing, Curtain Walling, Re-Wiring etc.)

There was submitted a joint report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services relative to the award of a contract for various upgrading and improvements at Heriot Primary School, Paisley.

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for various works at Heriot Primary School, Paisley, RC1408_2505(ITT4953), to Keepmoat Regeneration Limited;
- (ii) That it be noted that the anticipated dates for commencement and completion of the contract were 12th January and 15th May, 2015 respectively; and
- (iii) That it be noted that the value of the contract would be up to £1,305,067.33.

(b) Document Solution Centre Print Devices

There was submitted a report by the Acting Director of Finance & Corporate Services relative to a contract for Document Solution Centre print devices.

The report indicated that a mini-competition had been undertaken against Lot 1 of the Scottish Government National framework for the provision of office equipment and print estate audit services. All seven companies entitled to participate under the framework agreement were invited to tender.

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for Document Solution Centre print devices to Xerox (UK) Limited in the sum of £502,987 excluding VAT;
- (ii) That it be noted that the period of the contract would be four years with an option to extend for up to a further period of one year; and
- (iii) That it be noted that it was anticipated that the contract would commence on 1st April, 2015, or if not, from the date of the award of the contract.

(c). Framework Agreement for Housing Capital Investment Internal Works Programme (Years 6-9)

There was submitted a joint report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services relative to the award of a dual Lot framework agreement for the housing capital investment internal works programme (years 6-9)

The report indicated that at the deadline for the return of tenders, 16 bids had been received. Of these, 12 had responded in respect to Lot 1 and 14 in respect of Lot 2. Following evaluation 15 tender submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to establish the Framework Agreement with the following contractors;

Lot 1 – Refurbishment of Kitchens and Bathrooms, and Rewiring

- Mitie Property Services (UK) Limited;
- McTear Contracts Limited subject to the provision of evidence that contractor All Risks insurance to the level of £1.72m was in place prior to any package order for works being awarded to them; and
- Keepmoat Regeneration Limited;

Lot 2 – Upgrade of Gas and Electric Heating Systems

- Mitie Property Services (UK) Limited;
 - Keepmoat Regeneration Limited; and
 - McTear Contracts Limited subject to the provision of evidence that contractor All Risks insurance to the level of £1.72m was in place prior to any package order for works being awarded to them;
- (ii) That it be noted that the period of the contract would be four years from the date of commencement, it being anticipated that the date of commencement would be on or after 6th January, 2015; and
- (iii) That it be noted that the anticipated spend over the four-year framework agreement would not exceed £12m.

DECLARATION OF INTEREST

Councillor Audrey Doig having declared an interest in relation to the following item of business, left the meeting.

(d) **Construction of Bus Parking Bay and Parking Spaces at Linwood Community Sports Hub RC1410_2900 (ITT6115)**

There was submitted a joint report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services relative to the award of the contract for the construction of a bus parking bay and parking spaces at Linwood Community Sports Hub.

The report indicated that at the deadline for the return of tenders, 13 bids had been received. Following evaluation, eight tender submissions met the bid selection criteria. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for the construction of a bus parking bay and parking spaces at Linwood Community Sports Hub to Caley Construction Limited;
- (ii) That it be noted that the period of the contract would be eight weeks from the date of possession, which was anticipated to be 12 January, 2015, with the actual date being confirmed in the Letter of Acceptance; and
- (iii) That it be noted that the value of the contract was £182,024.95 excluding VAT.

SEDERUNT

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

(e) **SHQS Council-Wide Doors and Window Replacement Phase 8 RC1212_712 (ITT2119)**

There was submitted a joint report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing relative to the award of a contract for SHQS council-wide doors and window replacement phase 8.

The report advised that the framework agreement for SHQS council-wide doors and window replacement had been approved by this Sub-Committee on 17th April, 2013. The procurement exercise undertaken was in respect of a package order being let under the framework.

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

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the package order for SHQS council-wide doors and windows replacement phase 8 contract number RC1212_712 (ITT2119) to Mears Limited;
- (ii) That it be noted that the period of the contract would be 20 weeks from the date of commencement, which was anticipated to be during March, 2015; and
- (iii) That it be noted that the value of the contract was £1,023,949.64 excluding VAT.

(f) Supply and Delivery of Domestic Boilers to Renfrewshire Council

There was submitted a joint report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services relative to the award of a contract for the supply and delivery of domestic boilers to Renfrewshire Council.

The report indicated that all seven suppliers on the framework agreement in respect of Lot 5, radiators and boilers, were invited to participate in a mini-competition in relation to the contract.

The report indicated that at the deadline for the return of tenders, four bids had been received. Following evaluation, the bid received from Travis Perkins Trading Company Limited was found to be the most economically advantageous. Details of the criteria and ratings used to evaluate the bids were contained in the report.

DECIDED:

- (i) That the Head of Legal & Democratic Services be authorised to award the contract for the supply and delivery of domestic boilers to Renfrewshire Council, contract reference RC14_2919 (ITT5931) to Travis Perkins Trading Company Limited;
- (ii) That it be noted that the tender exercise was conducted in accordance with the framework agreement terms and conditions and the Council's Standing Orders relating to Contracts;
- (iii) That it be noted that the contract would be for a period of two years from the date of commencement with the option to extend for a further one year; and
- (iv) That it be noted that the contract value was approximately £635,958.00 based on 900 boilers for the three-year period.

**MINUTE OF MEETING OF THE INVESTMENT REVIEW BOARD
HELD ON 26th NOVEMBER, 2014**

PRESENT

Councillors Grady, Bibby, Noon and Holmes.

Councillor Holmes, Convener, presided.

IN ATTENDANCE

A MacArthur, Senior Finance Manager, and P Shiach, Committee Services Officer (both Finance & Corporate Services).

ALSO IN ATTENDANCE

A Galbraith, Investment Consultant, Hymans Robertson LLP, M Connor and J Gordon, Standard Life Wealth Limited.

1. MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Investment Review Board held on 21st May, 2014.

DECIDED: That the Minute be noted.

2. REVIEW OF INVESTMENT PRINCIPLES

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

The report indicated that the Council had arranged for its investments of the Paisley and Renfrew Common Good Funds to be managed by Standard Life Wealth Limited, and had agreed with the manager a number of principles which governed decisions regarding these investments.

The report advised that the principles covered a range of issues such as which benchmark should be employed against which to assess the manager's performance, and any restrictions which the manager must observe when choosing sectors or classes of asset in which to invest.

The report intimated that the Statement of Investment Principles was last reviewed in November 2013 and was due for review. The report also indicated that there were no proposed changes to the Statement approved by the Board in November 2013. An Appendix to the report detailed the proposed Statement of Investment Principles.

DECIDED: That the Statement of Investment Principles be approved.

3. INFORMATION SESSION

There was submitted a report by A Galbraith, Hymans Robertson LLP, which made reference to UK and Overseas equities during the period 1st July to 31st October, 2014, equities versus bonds; UK, US, Eurozone and Japan's gross domestic product between quarter one 2008 to quarter two, 2014 and Global Equities, value versus growth, for the period quarter two 2006 to quarter two 2014.

The Investment Consultant commented on economic and market conditions relative to economic growth, in terms of the global perspective; economic growth in the United Kingdom, quantitative easing, inflation and its influence on economic policy, and the performance of different asset classes over the period to the end of September 2014. She indicated that equities had had a mixed return to quarter two, being strong in the United States of America and Japan, and weaker in Europe. She further advised that the Bank of England and the Federal Reserve in the United Kingdom and United States respectively had kept interest rates low and the indications were that rates would remain low at this time to prevent damaging the economic recovery. She further indicated that similar measures had been taken in Europe however these had not yet had a positive effect on the Eurozone.

There followed a question and answer session during which information on quarterly GDP and economic growth relative to the US, Europe, Japan and the UK was provided.

DECIDED: That the information be noted.

5. PAISLEY AND RENFREW COMMON GOOD FUNDS – REVIEW OF INVESTMENT AND INCOME PERFORMANCE

There was submitted a report by the Director of Finance & Corporate Services relative to the performance of the Paisley and Renfrew Common Good Funds during the quarter to 30th September, 2014. A performance review report by Hymans Robertson LLP was appended thereto.

Mr Connor presented a report in relation to the performance of the Paisley and Renfrew Common Good Funds to 30th September, 2014. The report provided an overview of world markets during 2003 to 2013 and summarised the investment landscape. The main factors which had affected the markets during the period were highlighted and an overview of the investment performance of both fund portfolios during the period was provided.

There followed a question and answer session during which Mr Connor agreed that future income estimates for the Renfrew and Paisley Common Good Funds would be presented as net figures after tax, and not gross pre-tax figures.

DECIDED:

- (i) That the reports be noted; and
- (ii) That future income estimates for the Renfrew and Paisley Common Good Funds be presented as net figures after tax, and not gross pre-tax figures.

6. DATE OF NEXT MEETING

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday, 3rd June, 2015 at 11.30 am.

**MINUTE OF MEETING OF THE JOINT CONSULTATIVE BOARD: NON-TEACHING
HELD ON 19th NOVEMBER, 2014**

PRESENT

Representing Renfrewshire Council Management - Councillors M MacLaren, Williams, Noon and Harte.

Representing Trade Unions – J Boylan, S Hicks and T McCarthy (all UNISON); A Gibson (UCATT); J McMenemy and C MacLeod (GMB).

IN ATTENDANCE

K Markwick, Amenity Services Manager Roads & Transportation; and K Carr, Planning & Performance Manager (both Community Resources); J Lynch, Head of Property Services (Development & Housing); S Fanning, Senior Health & Safety Officer; R Laouadi, Principal HR Adviser; C Donnelly, HR & Organisational Development Manager; and R Devine, Senior Committee Services Officer (all Finance & Corporate Services).

1. APPOINTMENT OF CHAIRPERSON

It was proposed and agreed that J McMenemy (GMB) chair the meeting.

2. APOLOGY

Councillor Glen.

3. MINUTE

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 24th September, 2014.

DECIDED: That the Minute be noted.

4. DEVELOPMENTS IN HEALTH AND SAFETY

There was submitted a report by the Head of HR & Organisational Development relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised; those subsequently re-issued and outlined training courses which had been undertaken since the last meeting of the Board.

In particular, it was noted that the tiered Hand Arm Vibration Syndrome surveillance programme was underway across services; that the main programme of audiometry was underway within all services; that other activities being undertaken included the continuing work with IT to enhance and develop electronic applications; and assistance was provided to Services to retain accreditation to BS OHSAS 18001:2007. Information and participative campaigns continued to be delivered as part of the Healthy Working Lives Gold award programme. A forum for first aiders located in Renfrewshire House had been established to facilitate co-operation and communication. Once trialled it was proposed that the forum be expanded across other locations.

DECIDED: That the report be noted.

5. AGENCY WORKERS

There was submitted a report by the Head of HR & Organisational Development relative to the number of agency staff employed within the Council as at 30th October, 2014, and detailing the capacity in which they were engaged. The report provided a breakdown by Service, and indicated that the number of agency workers in all services had not increased since the last meeting of this Board.

The HR & Organisational Development Manager was then heard further in response to questions from Members of the Board on the report.

DECIDED: That the report be noted.

6. DETAILS OF GRIEVANCES

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of five grievances as at November 2014.

DECIDED: That the information provided be noted.

7. AOCB

An update was provided in respect of the current position of the re-deployment process for Street Scene operatives.

8. DATE OF NEXT MEETING

DECIDED: It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on 29th January, 2015

**NOTE OF INQUORATE MEETING OF THE PERSONNEL APPEALS AND
APPLIED CONDITIONS OF SERVICE APPEALS PANEL
HELD ON 22nd JANUARY, 2015**

IN ATTENDANCE

R Devine, Senior Committee Services Officer (Finance & Corporate Services).

Ten minutes after the appointed time for the meeting a quorum was not present and in terms of Standing Order 52 the meeting stood adjourned.

**MINUTE OF MEETING OF THE APPOINTMENT BOARD FOR
THE DIRECTOR OF FINANCE & RESOURCES HELD ON 22nd JANUARY, 2015**

PRESENT

Councillors Williams, M Macmillan, McCartin, Bibby, Provost Hall, Councillors Noon, Holmes and Nicolson.

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

S Black, Chief Executive and D Marshall, Head of HR & Organisational Development (Finance & Corporate Services).

APOLOGY

Councillor Cameron.

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. DIRECTOR OF FINANCE & RESOURCES

There were submitted copies of the forms of application for the candidates for the post of Director of Finance & Resources. The Board considered the applications in detail and agreed the shortlist of candidates who would be invited to attend the interviews to be held on 29th January, 2015.

DECIDED: That the candidates as agreed be shortlisted for attendance at interviews to be held at the meeting of this Board to be held on 29th January, 2015.

**MINUTE OF MEETING OF THE ECONOMY & JOBS POLICY BOARD
HELD ON 28th JANUARY, 2015**

PRESENT

Councillors J Sharkey, Glen, McGurk, Mack, Cameron, McCartin, Caldwell, Hood, Andy Doig, Provost Hall and Councillors Holmes, Harte, Mullin and Nicolson.

Councillor Glen, Convener, presided.

IN ATTENDANCE

M Crearie, Director of Development & Housing Services; F Carlin, Head of Planning & Development, R Cooper, Economic Development Manager, V Howie, Finance & Resource Manager (all Development & Housing Services); and D Forbes, Finance Manager and A McNaughton, Senior Committee Services Officer (both Finance & Corporate Services).

DECLARATIONS OF INTEREST

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

INTIMATION

The Convener referred with sadness to the recent death of former Renfrewshire Councillor and MSP Bruce McFee's son and on behalf of the Board offered his condolences to his family.

1. REVENUE BUDGET MONITORING REPORT

There was submitted a joint Revenue Budget Monitoring report by the Acting Director of Finance & Corporate Services and the Director of Development & Housing Services relative to economic development activity for the period 1st April to 7th November, 2014.

DECIDED:

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

2. CAPITAL BUDGET MONITORING REPORT

There was submitted a Capital Budget Monitoring report by the Acting Director of Finance & Corporate Services relative to Development & Housing Services (Paisley Town Centre Regeneration) for the period 1st April to 7th November, 2014.

DECIDED: That the report be noted.

SEDERUNT

Councillor McCartin entered the meeting during consideration of the undernoted item.

3. EMPLOYABILITY FUND 2015/16

There was submitted a report by the Director of Development & Housing Services relative to the Employability Fund contract and the submission of an application to Skills Development Scotland for a contract to deliver Employability Fund training places in 2015/16.

The report advised that the Council had delivered support through Skills Development Scotland's Employability Fund, a national training programme for unemployed people, for the last two years. Applications for the 2015/16 Employability Fund were to be submitted by 8th December, 2014 and the Council had tendered for a contract to deliver 75 training places. However, it was possible that the assessment of the submission by Skills Development Scotland could reduce the number of places available. The Council's submission had requested training places at a range of skills levels for each of the three permitted age groups 16-17, 18-24 and 25+. It was anticipated that the assessment of the submission would be concluded by March 2015 and that a report on the outcome would be submitted to this Board in due course.

Councillor Glen, seconded by Councillor Hood, moved: (a) that the submission by the Director of Development & Housing of an application to Skills Development Scotland for 75 Employability Fund places in 2015/16 be homologated; (b) that the Director of Development & Housing Services be authorised to oversee the delivery of the Employability Fund in Renfrewshire; and (c) that it be agreed that a report be submitted to a future meeting of this Board outlining the activity delivered in 2015/16.

Councillor Andy Doig, seconded by Councillor Nicolson, moved as an amendment that the Board note the successful work of the SNP Government, via bodies like Skills Development Scotland, to reduce the scourge of local unemployment through schemes like the Employability Fund; recognise the importance of maximising the Employability Fund to target individuals harder to reach such as women and ethnic minorities; and calls upon the Director of Development & Housing Services to detail action to date.

The Board also recognises the importance of maximising Employability Fund monies for Renfrewshire, and therefore calls on Renfrewshire's two Labour MPs to raise the crucial matter of increasing the Scottish Budget in the House of Commons.

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

The following members voted for the motion: Councillors J Sharkey, Glen, McCartin, Caldwell, Hood, Provost Hall and Councillors Holmes, Harte and Mullin.

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

DECIDED:

- (a) That the submission by the Director of Development & Housing Services of an application to Skills Development Scotland for 75 Employability Fund places in 2015/16 be homologated;
- (b) That the Director of Development & Housing Services be authorised to oversee the delivery of the Employability Fund in Renfrewshire; and
- (c) That it be agreed that a report be submitted to a future meeting of this Board outlining the activity delivered in 2015/16.

4. EMPLOYER RECRUITMENT INCENTIVE (ERI) EXTENSION

Under reference to item 6 of page 88 of the Minute of the meeting of this Board held on 3rd September, 2014 there was submitted a progress report by the Director of Development & Housing Services relative to the Employer Recruitment Incentive (ERI), an European Union (EU) funded initiative that offered employers subsidies to create new positions for young people (aged 16-29) who had been unemployed for up to nine months.

The report advised that the Council had secured initial ERI funding to subsidise 360 places until March 2014 and this provision had been extended to December 2014 when 80 extra places were added and the funding allocation increased to £922,754.

The programme had now been further extended to 31st March, 2015 with an additional funding allocation of £38,438 to support another 30 places. This three-month extension would not attract funding from the European Social Fund (ESF) and as a result the Council would require to meet this element of funding from the existing Invest in Renfrewshire wage subsidy budget. A new wage subsidy programme would commence after March 2015 with financial support from the new EU Employment Initiative and Invest in Renfrewshire funding. Further information would be reported to this Board once the EU budget was available.

By the end of November 2014, the target of 440 places had been exceeded and 464 places had been delivered, with a further 8 places pending. It was anticipated that, by the end of March 2015, over 500 jobs would be created as a result of this initiative.

DECIDED:

- (a) That progress to deliver the Employer Recruitment Incentive and the creation, to date, of 464 job opportunities for young people in Renfrewshire be noted; and
- (b) That the Director of Development & Housing Services be authorised to manage and deliver the offer to allocate an additional 30 wage subsidy places for young people in Renfrewshire until the 31st March, 2015.

5. RENFREWSHIRE COUNCIL ENTRY LEVEL TRAINEESHIPS

There was submitted an update report by the Director of Development & Housing Services relative to progress to deliver traineeships to young unemployed residents of Renfrewshire and a new entry level Renfrewshire Council Traineeship Programme to provide enhanced levels of experience in work-based support and training for those furthest from the employment market.

The report advised that, to date, the current range of Council-based traineeship programmes had supported 41 young, unemployed residents, 27 of whom were still in full-time traineeship posts and were paid at a level above the living wage. 14 trainees had left the programme, six had gained employment; two trainees left for health reasons; two were actively seeking jobs; and four had left due to personal reasons.

The report explained the availability of traineeships offered currently by the Council and identified a need for a new traineeship programme for young people who required substantial support, additional training and personal development to address barriers to work. It was proposed therefore that a new Entry Level Traineeship programme be established, commencing in February 2015, to offer traineeships of between 21 and 30 hours per week, tailored to the needs of each individual with all participants receiving a training allowance. The report detailed how the training allowance would be calculated to cover both in-work experience and training to ensure that a Living Wage rate was paid for the hours of in-work experience.

A range of Council services were developing traineeships and the work to be undertaken by trainees would support but be additional to existing Council service arrangements and maintenance activity, one element of which would be to provide environmental improvements in town centres and in communities across Renfrewshire. Progress to deliver traineeships would be reported to this Board in due course.

DECIDED:

- (a) That the success achieved, to date, to deliver the existing Renfrewshire Council Traineeship programme be noted;
- (b) That the establishment of an Entry Level Traineeship Programme, as set out in the report, for young people that required enhanced levels of training and support, be approved; and
- (c) That further updates be submitted to this Board on the use of traineeships to address youth unemployment in Renfrewshire and deliver projects of community benefit.

6. 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 November 2014, and providing information on the performance of the Invest in Renfrewshire programme as outlined in the December 2014 Newsletter, a copy of which was appended to the report.

2.7% of people in Renfrewshire were in receipt of Job Seeker's Allowance, a reduction from 3.9% during the same period last year. The number of people unemployed had reduced by 60 from the previous month. Youth unemployment had fallen from 7.2% in November 2013 to 3.9% currently.

DECIDED: That the report be noted.

7. SCOTTISH LOCAL AUTHORITY BUSINESS LOAN FUND

Under reference to item 8 of page 223 of the Minute of the meeting of this Board held on 19th November, 2014 there was submitted an update report by the Director of Development & Housing Services relative to the creation of a Scottish Local Authority Business Loan Fund modelled on the West of Scotland Loan Fund (WSLF) and East of Scotland Investment Fund (ESIF).

The report set out the legal process to establish the new Scottish Local Authority Business Loan Fund, the proposed corporate governance structure and operational arrangements for the new fund, and the transfer of business from the existing WSLF.

The new fund was being developed by a range of local authorities and partner agencies to secure additional funding from the emerging European Structural Funds Programme 2014/20.

DECIDED:

- (a) That it be agreed that Renfrewshire Council become a member of the Scottish Local Authority Business Loan Fund Limited as a means to provide loan finance to small and medium-sized enterprises across Renfrewshire;
- (b) That the Director of Development & Housing Services, in consultation with the Acting Director of Finance & Corporate Services, be authorised to take all action required to implement the Board's decision to participate in the Scottish Local Authority Business Loan Fund; and

- (c) That it be noted that the existing business, staff and assets of West of Scotland Loan Fund and West of Scotland Loan Fund Management Services would be transferred to the Scottish Local Authority Business Loan Fund Limited when it was established and that the funds available to support businesses in Renfrewshire would continue through the new organisation.

8. "PAISLEY FIRST" PROPOSED BUSINESS DEVELOPMENT DISTRICT (BID)

Under reference to item 12 of page 90 of the Minute of the meeting of this Board held on 3rd September, 2014 there was submitted a progress report by the Director of Development & Housing Services relative to the outcome of the ballot on 13th November, 2014 required to create the first Business Improvement District (BID) in Paisley.

The report advised that the successful ballot of Paisley town centre businesses had demonstrated that 80% of those who voted were in favour of creating a BID. Consequently, a limited company called "Paisley First" was set up comprising the Director of Development & Housing Services and 12 directors appointed from town centre businesses. The report outlined the financial and legal implications for the Council and advised that the BID business plan would set out priority projects based on 6 key themes of First Impressions; Bringing Life to Paisley; Property & the High Street; Helping Businesses; Providing a Business Voice; and Keeping Businesses Aware of the BID's work.

The appointment of staff and securing a central office base were identified as immediate priorities.

DECIDED: That the outcome of the ballot on 13th November, 2014 in favour of the establishment of a Business Improvement District in Paisley town centre be noted.

**MINUTE OF MEETING OF THE APPOINTMENT BOARD
FOR THE DIRECTOR OF FINANCE & RESOURCES HELD ON 29th JANUARY, 2015**

PRESENT

Councillors Williams, Cameron, M Macmillan, McCartin, Bibby, Provost Hall, Councillors Noon, Holmes and Nicolson.

Councillor M Macmillan, Convener, presided.

IN ATTENDANCE

S Black, Chief Executive and D Marshall, Head of HR & Organisational Development (Finance & Corporate Services).

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. DIRECTOR OF FINANCE & RESOURCES

The Board interviewed candidates for the post of Director of Finance & Resources.

DECIDED: That A Russell be appointed Director of Finance & Resources.

**MINUTE OF MEETING OF THE PERSONNEL APPEALS AND APPLIED CONDITIONS OF SERVICE
APPEALS PANEL HELD ON 5TH FEBRUARY, 2015**

PRESENT

Councillors B Brown, Lawson, Noon and Mullin

Councillor Mullin, Convener, presided.

IN ATTENDANCE

L Mullin, Principal Human Resource and Organisational Development Officer, and A McNaughton, Senior Committee Services Officer (both Finance & Resources).

1. DECLARATIONS OF INTEREST

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

EXCLUSION OF PRESS AND PUBLIC

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

2. CHILDREN'S SERVICE: APPEAL AGAINST TERMINATION ON THE GROUNDS OF CAPACITY

Consideration was given to an appeal against dismissal submitted by a former Social Work employee.

The appellant appeared, together with J Boylan, UNISON, in relation to her appeal.

J Trainer, Achieving Step Change Manager (Social Work) and M MacLean, Personnel Officer (Finance & Resources) represented management.

Both parties presented their cases to the panel. J Gartshore, Principal Officer (Child Care) (Social Work) appeared as a witness for management.

ADJOURNMENT

The meeting adjourned at 11.50 a.m. and reconvened at 12.10 pm.

Both sides summed up their position and, having been advised that they would be informed of the decision in writing, withdrew to allow the Panel to consider the matter and reach a decision.

Both parties were then recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had been substantiated in part and the appeal was upheld to the extent that the decision to dismiss was excessive; the employee to be reinstated with effect from the date of dismissal and receive a final written warning.

DECIDED: That the grounds of the appeal had been substantiated in part and the appeal was upheld to the extent that the decision to dismiss was excessive; the employee to be reinstated with effect from the date of dismissal and receive a final written warning.

**MINUTE OF MEETING OF THE RENFREW & GALLOWHILL LOCAL AREA COMMITTEE
HELD ON 10th FEBRUARY, 2015**

PRESENT

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

Councillor Grady, Convener, presided.

COMMUNITY REPRESENTATIVES

J Hill, Gallowhill Community Council; J Gamble, Renfrew Community Council; M McIlwraith, Gallowhill Seniors' Forum; M Leitch, Gallowhill Senior Citizens Club; J Young, Friends of Renfrew; B McGuinness, Paterson Park Allotment Association; P Watson, St. Margaret's Episcopal Church; A Philpot, Renfrewshire Visually Impaired Forum, and. J George, St James Pastoral Council.

COMMUNITY PLANNING PARTNERS

F MacKay, Renfrewshire CHP and Chief Inspector Wright, Police Scotland.

IN ATTENDANCE

J McFarlane, Acting Libraries Manager (Children's Services); A Dobie, Warden Service and K Anderson, Amenities Services Manager – Waste and Transportation (both Community Resources); F Carlin, Head of Planning & Development (Development & Housing Services) (Lead Officer); and D Low, Senior Committee Services Officer (LACs) and P Shiach, Committee Services Officer (both Finance & Resources).

APOLOGIES

D Hoey, Renfrew Burgh Band and I McPherson, Renfrew Town Elderly Forum.

DECLARATIONS OF INTEREST

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

1. COMMUNITY PLANNING PARTNER UPDATE

(a) Community Safety and Public Protection

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the LAC area.

The report provided an overview of the activities the Safer Renfrewshire Partnership had carried out in the LAC area during the period 1st October to 31st December, 2014. The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service as well as Community Resources (Community Safety and Wardens Service).

The report provided information on the work of the Safer & Stronger Renfrewshire Partnership and included a spotlight focus on a particular area of public protection activity related to gender-based violence. In addition, Appendix 1 to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 19th January and 31st March, 2014.

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. PRESENTATION – RENFREW AND BRAEHEAD TOWN CENTRE STRATEGY

The Head of Planning & Development gave a presentation relative to the Renfrew and Braehead Town Centre strategy.

He indicated that the strategy formed part of the City Deal proposal which could attract a multi-million pound package of investment and jobs to Renfrew through a variety of projects including a vehicular bridge link between Renfrew and Yoker. The proposals would be subject to further consultation once further details were available

The Head of Planning & Development responded to questions from members of the LAC on the proposed strategy.

DECIDED: That the presentation be noted.

4. RENFREW AND GALLOWHILL LAC ANNUAL REPORT 2014/15

There was submitted a report by the Director of Finance & Resources relative to the Renfrew and Gallowhill LAC Annual Report 2014/15, which was appended to the report. The report set out a number of key achievements of the LAC over the previous 12 months, in particular in relation to the number and level of grants awarded, community planning partner reviews for 2014/15 and feedback from a number of the key projects supported by the LAC.

DECIDED: That the Renfrew and Gallowhill LAC Annual Report 2014/15, as appended to the report, be noted.

5. TIMETABLE OF LOCAL AREA COMMITTEE MEETINGS TO MAY 2015

There was submitted a report by the Director of Finance & Resources relative to future meetings of the LAC.

The report proposed that, taking into consideration the ability of the Convener to call a special meeting if the need arose, the LAC meetings be programmed for 18th August and 10th November, 2015; and 9th February and 10th May, 2016.

DECIDED:

- (a) That meetings of the Renfrew & Gallowhill Local Area Committee be programmed for 18th August and 10th November, 2015; and 9th February and 10th May, 2016;
- (b) That the venues for these meetings remain as Renfrew Town Hall and Gallowhill Community Centre at 6.30pm; and
- (c) That it be noted that the next meeting of the LAC would be held on 12th May, 2015 in Gallowhill Community Centre.

6. FINANCIAL ARRANGEMENTS - BUDGET MONITORING REPORT

There was submitted a report by the Director of Finance & Resources relative to the Renfrew & Gallowhill LAC budget for 2014/15.

Appendix 1 to the report provided details of the expenditure committed by the LAC to date.

The report advised that the LAC had also received funding from the Renfrew Burgh Citizens Fund and the Paisley Burgh Citizens Fund, and details of the expenditure committed to date together with remaining balances were contained in Appendix 2 to the report.

DECIDED: That the report be noted.

7. DATE OF NEXT MEETING

It was noted that the next meeting of the Renfrew & Gallowhill LAC would be held in Gallowhill Community Centre at 6.30 pm on Tuesday 12th May, 2015.

**MINUTE OF MEETING OF THE PAISLEY NORTH LOCAL AREA COMMITTEE
HELD ON 12th FEBRUARY, 2015**

PRESENT

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

Councillor J Sharkey, Convener, presided.

COMMUNITY REPRESENTATIVES

J Theodore, Hawkehead & Lochfield Community Council; M Dymond, Maxwellton Court Tenants' Association; D Williams, Oakshaw Residents' Association; J Bunton, Paisley North Community Council; J Wilby, Paisley West & Central Community Council; and M Fernie, Ralston Community Council.

COMMUNITY PLANNING PARTNERS

Inspector Thomson, Police Scotland and Katrina Philips, Renfrewshire CHP.

IN ATTENDANCE

P Sale, Youth Development Officer (Children's Services); A Summers, Amenity Services Manager (Streetscene and Land Services) and A Dobie, Project Co-ordinator, Wardens Service (both Community Resources); and D Low, Senior Committee Services Officer (LACs) and E Currie, Committee Services Officer (both Finance & Resources).

APOLOGIES

Councillors Mylet, Kelly and Williams; I Williams, Environmental Training Team; W Colquhoun, West End Seniors Forum; and G Hamilton, Wallneuk North Church.

DECLARATIONS OF INTEREST

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

OBITUARY

Prior to the start of the meeting, the Convener referred with sadness to the recent death of Gerry Graham who had represented Renfrewshire Visually Impaired Forum on this LAC since May 2009.

1. COMMUNITY PLANNING PARTNER UPDATE

(a) Community Safety and Public Protection

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Paisley North LAC area during the period 1st October to 31st December, 2014.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service as well as Community Resources (Community Safety and Wardens Service).

The report provided information on the work of the Safer & Stronger Renfrewshire Partnership and included a spotlight focus on a particular area of public protection activity related to gender-based violence. In addition, Appendix 1 to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 19th January and 31st March, 2014.

DECIDED: That the report be noted.

2. OPEN SESSION / KEY LOCAL ISSUES

(a) Open Session

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

(b) Renfrewshire Parks

The Amenity Services Manager (Streetscene and Land Services) gave a presentation on Renfrewshire Parks which included information on expenditure for the eight parks in the Paisley North LAC area and the aspirations of the Community Resources service going forward.

A discussion took place relative to the per capita expenditure for parks per community council area and it was proposed that the Director of Community Resources provide information on this matter to the Convener and Paisley West & Central Community Council. This was agreed.

DECIDED:

- (i) That the presentation be noted; and
- (ii) That the Director of Community Resources provide information on the per capita expenditure for parks per community council area to the Convener and Paisley West & Central Community Council.

3. PAISLEY NORTH LAC ANNUAL REPORT 2014/15

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC Annual Report 2014/15, which was appended to the report. The report set out a number of key achievements of the LAC over the previous 12 months, in particular in relation to the number and level of grants awarded, community planning partner reviews for 2014/15 and feedback from a number of the key projects supported by the LAC.

By way of an update to the CHP's activities during 2014/15, Katrina Philips, the CHP representative advised that beds from the Mansionhouse Unit would be returned to the Dykebar Unit as of May 2015.

DECIDED:

- (a) That the Paisley North LAC Annual Report 2014/15, as appended to the report, be noted; and

- (b) That the CHP submit a report to the next meeting of this LAC to be held on 14th May, 2015 relative to beds from the Mansionhouse Unit returning to the Dykebar Unit as of May 2015.

4. **TIMETABLE OF LOCAL AREA COMMITTEE MEETINGS TO MAY 2016**

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC timetable to May 2016.

The report proposed that, taking into consideration the ability of the Convener to call a special meeting if the need arose, the LAC meetings be programmed for 20th August and 12th November, 2015; and 11th February and 12th May, 2016.

DECIDED:

- (a) That meetings of the Paisley North LAC be programmed for 20th August and 12th November, 2015; and 11th February and 12th May, 2016; and
- (b) That the venue and time for these meetings remain as the Council Chambers, Renfrewshire House at 6.00pm.

5. **FINANCIAL ARRANGEMENTS – BUDGET MONITORING REPORT**

There was submitted a report by the Director of Finance & Resources relative to the Paisley North LAC budget for 2013/14.

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

The report advised that the LAC had also received funding from the Paisley Burgh Citizens Fund and details of the expenditure committed to date together with remaining balances were contained in Appendix 2 to the report.

DECIDED:

- (a) That the report be noted; and
- (b) That authority be delegated to the Director of Finance & Resources, in consultation with the Convener, to award the balance of funds in the Common Good Fund should a suitable application be made this financial year.

6. **DATE OF NEXT MEETING**

It was noted that the next meeting of the Paisley North Local Area Committee would be held in the Council Chambers, Renfrewshire House, Paisley on 14th May, 2015 at 6.00 p.m.

**MINUTE OF MEETING OF THE AUDIT, SCRUTINY & PETITIONS BOARD
HELD ON 16th FEBRUARY, 2015**

PRESENT

Councillors B Brown, Grady, McEwan, J Sharkey, Caldwell, Audrey Doig, J MacLaren and Nicolson.

Councillor J Sharkey, Convener, presided.

IN ATTENDANCE

O Reid, Acting Head of Public Protection and J Wallace, Traffic, Street Lighting & Asset Manager (both Community Resources); E McLean, Head of Housing Services and A Bennett, Housing Services Manager (both Development & Housing Services); A MacArthur, Acting Head of Corporate Finance, A McMahon, Chief Auditor, L Belshaw, Democratic Services Manager and D Briggs, Senior Solicitor, Lead Officer (all Finance & Resources)

APOLOGY

Provost Hall.

DECLARATION OF INTEREST

Councillor Audrey Doig declared a financial interest in item 4 of the agenda as she was an employee of Renfrewshire Leisure Limited and indicated her intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

SEDERUNT

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

1. AUDIT SCOTLAND REPORT: SCOTLAND'S PUBLIC FINANCES. A FOLLOW-UP AUDIT: PROGRESS IN MEETING THE CHALLENGES

There was submitted a report by the Director of Finance & Resources relative to the follow-up report by Audit Scotland to their 2011 report 'Scotland's Public Finances: Addressing the Challenges'. The report provided an update on the financial position and how the 67 public bodies examined were meeting the challenges of budget constraints. The report outlined the findings of the Audit Scotland report and provided information on the Renfrewshire Council position with regard to the issues raised. The auditors assessed whether public bodies had sustainable financial plans that reflected a strategic approach to their finances. They also considered the role of councillors and non-executive directors in approving budgets and in holding staff to account for delivering budgets.

Audit Scotland recommended that public bodies should implement an approach to budgeting that focussed more on priorities and linked planned spending more closely with the outcomes they wanted to achieve; develop a longer-term approach to financial planning that took account of priorities, risks and liabilities and provided assurances on long-term affordability; and support effective scrutiny by ensuring that good quality information was available and that councillors and non-executive directors had the right skills to carry out their scrutiny roles.

DECIDED: That the Audit Scotland report 'Scotland's Public Finances. A Follow-up Audit: Progress in Meeting the Challenges' be noted.

2. AUDIT SCOTLAND REPORT: THE IMPACT OF WELFARE REFORMS ON COUNCIL RENT ARREARS IN SCOTLAND

There was submitted a report by the Director of Development & Housing Services relative to the Audit Scotland report 'The Impact of Welfare Reforms on Council Rent Arrears in Scotland' which considered the impact of the removal of the spare room subsidy and other welfare reforms on rent arrears in Scotland.

The report considered the impact that additional Discretionary Housing Payments (DHP) have had on the reported arrears position and highlighted initiatives implemented by councils to help mitigate the impact of welfare reform on rent arrears.

Councillor Sharkey, seconded by Councillor B Brown, moved that the Audit Scotland report on the impact of welfare reforms on council rent arrears in Scotland be noted; and that the rent arrears position reported for Renfrewshire Council and how this compared with the Scottish average be noted.

Councillor McEwan, seconded by Councillor Nicolson, moved as an amendment that the Board be provided with a breakdown of arrears, including what element was bedroom tax and how these were accommodated within the Discretionary Housing Payment system.

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

In addition, it was noted that a number of monitoring reports were submitted on a regular basis to the Housing & Community Safety and Finance & Resources Policy Boards in relation to, among other things, arrears and DHP. It was proposed that members be provided with a breakdown of how DHP was spent, in addition to details on the number of tenants who were eligible for but did not access DHP and, in relation to Appendix A to the Audit Scotland report, the value of the 3% DHP spend that had not been taken up. This was agreed."

DECIDED:

- (a) That the Audit Scotland report on the impact of welfare reforms on council rent arrears in Scotland be noted;
- (b) That the rent arrears position reported for Renfrewshire Council and how this compared with the Scottish average be noted;
- (c) That the Board be provided with a breakdown of arrears, including what element was bedroom tax and how these were accommodated within the Discretionary Housing Payment system; and
- (d) That members be provided with a breakdown of how DHP was spent, in addition to details on the number of tenants who were eligible for but did not access DHP and, in relation to Appendix A to the Audit Scotland report, the value of the 3% DHP spend that had not been taken up.

3. **INTERNAL AUDIT AND COUNTER-FRAUD PROGRESS AND PERFORMANCE FOR PERIOD TO 31ST DECEMBER, 2014**

There was submitted a report by the Chief Auditor relative to internal audit and counter-fraud progress and performance for the period 1st October to 31st December, 2014 in terms of the delivery of the audit plan. The report compared the percentage of audit work completed against target, within time and the percentage of audit reports issued within three weeks of completion of audit field work. It was noted that, in all but one area performance was ahead of target. The report intimated that since approval of the 2014/15 audit plan, some of the planned audit work required to be cancelled or deferred and details of the proposed amendments were provided within the report.

The number of sanctions and level of overpayments identified by the Counter Fraud Team during the period were also detailed. The report also detailed progress against local and national initiatives involving Internal Audit and the Counter Fraud, including the National Fraud Initiative and the Scottish Local Authorities' Chief Internal Auditors Group (SLACIAG).

DECIDED:

- (a) That the proposed revisions to the 2014/15 audit plan be approved; and
- (b) That the report be otherwise noted.

DECLARATION OF INTEREST

Councillor Audrey Doig having declared an interest in relation to the following item of business, left the meeting.

4. **SUMMARY OF INTERNAL AUDIT FINDINGS FOR PERIOD TO 31ST DECEMBER, 2014**

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 1st October to 31st December, 2014.

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 summary of audit findings, reported during the quarter 1st October to 31st December, 2014 be noted.

SEDERUNT

Councillor Audrey Doig returned to the meeting prior to consideration of the following item.

Prior to consideration of the following item, the Convener welcomed Ms Mary Logan to the meeting.

5 THE TERMS AND CONDITIONS OF A RENFREWSHIRE HOUSING LEASE/CONTRACT IN RELATION TO THE UPKEEP OF COUNCIL PROPERTY (LEAD OFFICER – DOROTHY BRIGGS)

(a) Upkeep of Common Areas within Council Housing Stock including Garden Areas

Under reference to item 11 of 239 of the Minute of the meeting of the Board held on 1st December, 2014, there was submitted a report by the Lead Officer relative to evidence from residents in connection with their own experiences and from local housing associations in connection with their experiences of maintaining common areas within their stock including garden areas. Housing Associations were, in addition, asked to provide answers to a series of questions posed and were also asked whether they would be willing to attend this meeting of the Board. A copy of the letter which was sent to Linstone, Williamsburgh, Ferguslie Park and Paisley South Housing Associations was appended to the report together with the response by Ferguslie Park Housing Association.

Ms Logan referred to her own experience of living within a high flat and difficulties she faced with some tenants refusing to clean communal areas, including landings, stairs and bin chutes, sharing of laundrette facilities, and problems with unlocked communal bins.

There followed a question and answer session at the end of which the Convener thanked Ms Logan for her contribution to the Board's review.

DECIDED: That the evidence be noted.

(b) Next Steps

It was proposed that for future meetings of the Board (i) representatives of tenants' and residents' associations be invited to give evidence; (ii) that evidence be obtained from Community Resources in relation to the upkeep of common landscaped areas, to the locking of communal bins, and in relation to private lets in flatted properties where the Council was a minority tenant; (iii) that further contact be made with Housing Associations in relation to their participation in the Board's review, including extending an invitation to future meetings; (iv) that a copy of the Council's tenancy/good neighbourhood agreements be provided to the Board and (v) that the number of tenants who had signed up to the model tenancy agreement be obtained. This was agreed.

DECIDED: That, for the next and future meetings, the Lead Officer make the necessary arrangements in relation to the next steps as agreed.

Prior to consideration of the following item, the Convener welcomed Ms Ellen Gallagher and Mr Ian Laurenson to the meeting. Ms Gallagher was there on behalf of Ms Park, the petitioner who had indicated that she was unable to attend the meeting.

6. PETITION – SANDY ROAD, RENFREW

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received from Ms Park in the undernoted terms. It was noted that the petition had received around 150 signatures.

"This petition is for something to be done to prevent further accidents at corner of Sandy Road and Newmains Road and also Broadloan/Sandy Road (both Renfrew). I realise traffic lights could be the only answer, before some-one is killed or badly injured."

The Board then heard from Ms Gallagher and Mr Laurenson and from the Acting Head of Public Protection and the Traffic, Street Lighting & Asset Manager.

The report intimated that Sandy Road was a distributor road within a residential area; it was a bus route and provided access to Newmains and Renfrew Primary Schools and Tesco Supermarket, and it had traffic calming at the junctions identified in the petition. In addition zebra crossings were installed at these junctions to assist pedestrians. In the three-year period 2011/13, there had been one reported injury accident which was at the junction of Sandy Road and Broadloan and involved two vehicles. General issues were raised from time to time by Renfrew Community Council.

Councillor Sharkey, seconded by Councillor Grady, moved that the matters contained in the petition be referred to the Director of Community Resources for further investigation and that a report on the outcome be submitted, if possible, to the next meeting of this Board to be held on 30th March, 2015.

Councillor McEwan, seconded by Councillor Nicolson, moved an amendment which, in terms of Standing Order 25, the Convener required be reduced to writing, in the following terms: "that the recommendation put forward by the Board re the petition heard on 16th February, 2015 be consideration of traffic lights at junction; pedestrian traffic control on zebra crossings; zebra crossing moved away from junctions of Newmains and Broadloan."

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

The following members voted for the motion: Councillors B Brown, Grady, Sharkey and Caldwell.

4 members having voted for the amendment and 4 members having voted for the motion, the convener used his second and casting vote in favour of the motion which was accordingly declared carried.

DECIDED: That the matters contained in the petition be referred to the Director of Community Resources for further investigation and that a report on the outcome be submitted, if possible, to the next meeting of this Board to be held on 30th March, 2015.

**MINUTE OF MEETING OF THE PAISLEY SOUTH LOCAL AREA COMMITTEE
HELD ON 17th FEBRUARY, 2015**

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

Councillor Henry, Depute Convener, presided.

COMMUNITY REPRESENTATIVES

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

COMMUNITY PLANNING PARTNERS

Inspector Noonan, Police Scotland and Dr C Johnston, Renfrewshire CHP.

IN ATTENDANCE

M Corrigan, Community Resources Enforcement Manager (Community Resources); M Cross, Arts & Museums Manager (Children's Services); D Low, Senior Committee Services Officer (LACs) and C MacDonald, Senior Committee Services Officer (all Finance & Resources); and A McMillan, Head of Resources (Social Work) (Lead Officer).

APOLOGIES

Councillors Glen, Cameron and M Macmillan.

DECLARATIONS OF INTEREST

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

Prior to commencement of the meeting Councillor Henry advised the Local Area Committee (LAC) that Shirley McLean, Glenburn Community Forum, was this year's recipient of the Pat McCarthy Memorial Trophy, an annual award which recognised work and commitment in Paisley's Glenburn community. The LAC congratulated Ms McLean on her award.

1. COMMUNITY PLANNING PARTNER UPDATE

(a) Community Safety and Public Protection

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Paisley South LAC area during the period 1st October to 31st December, 2014.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service as well as Community Resources (Community Safety and Wardens Service).

The report provided information on the work of the Safer & Stronger Renfrewshire Partnership and included a spotlight focus on a particular area of public protection activity related to gender-based violence. In addition, Appendix 1 to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 19th January and 31st March, 2014.

The Convener drew attention to the instances of gender-based violence within wards five and six and asked Police Scotland to highlight the work of Renfrewshire's Gender-Based Violence Strategy Group within these wards at a future meeting of the LAC.

DECIDED:

- (a) That Police Scotland highlight the work of Renfrewshire's Gender-Based Violence Strategy Group within wards five and six at a future meeting of the LAC; and
- (b) 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. PAISLEY SOUTH LAC ANNUAL REPORT 2014/15

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC annual report 2014/15, which was appended to the report. The report set out a number of key achievements of the LAC over the previous 12 months, in particular in relation to the number and level of grants awarded, community planning partner reviews for 2014/15 and feedback from a number of the key projects supported by the LAC.

By way of an update to the CHP's activities during 2014/15, Dr C Johnston provided further information in relation to the CHP's development plan for Renfrewshire and the care of older people.

DECIDED: That the Paisley South LAC Annual Report 2014/15, as appended to the report, be noted.

4. TIMETABLE OF LOCAL AREA COMMITTEE MEETINGS TO MAY 2016

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC timetable to May 2016.

The report proposed that, taking into consideration the ability of the convener to call a special meeting if the need arose, the LAC meetings be programmed for 25th August and 17th November, 2015; and 16th February and 17th May, 2016.

DECIDED:

- (a) That meetings of the Paisley South LAC be programmed for 25th August and 17th November, 2015; and 16th February and 17th May, 2016; and
- (b) That the venue and time for these meetings remain as the Council Chambers, Renfrewshire House at 6.00pm.

5. FINANCIAL ARRANGEMENTS – BUDGET MONITORING REPORT

There was submitted a report by the Director of Finance & Resources relative to the Paisley South LAC budget for 2014/15.

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

The report advised that the LAC had also received funding from the Paisley Burgh Citizens Fund and details of the expenditure committed to date together with remaining balances were contained in Appendix 2 to the report.

DECIDED:

- (a) That the report be noted; and
- (b) That authority be delegated to the Director of Finance & Resources, in consultation with the Convener, to award the balance of remaining funds in the LAC's budget 2014/15 should a suitable application be made this financial year.

6. DATE OF NEXT MEETING

It was noted that the next meeting of the Paisley South Local Area Committee would be held in the Council Chambers, Renfrewshire House, Paisley on 19th May, 2015 at 6.00 p.m.

**MINUTE OF MEETING OF THE LEADERSHIP BOARD
HELD ON 18th FEBRUARY, 2015**

PRESENT

Councillors Kelly, Williams, E Devine, Cameron, Henry, M Macmillan, McCartin, I McMillan, Andy Doig, Noon, Holmes, Harte and Nicolson.

Councillor M Macmillan, 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; P Macleod, Director of Social Work; D Leese, Chief Officer Designate to the Renfrewshire Health and Social Care Partnership; and M Carberry, Head of Reform & Change Management, K Graham, Head of Legal & Democratic Services, L Belshaw, Democratic Services Manager, R McGrath, Welfare Reform Programme Manager and C Donnelly, Human Resources & Organisational Development Manager (all Finance & Resources).

APOLOGY

Councillor Glen.

DECLARATIONS OF INTEREST

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

1. BETTER COUNCIL PROGRAMME – MANAGEMENT STRUCTURES

There was submitted a report by the Chief Executive relative to revised chief officer management arrangements for the Council as set out in the appendix to the report. The changes would bring renewed focus to the delivery of the Council's key priorities in the context of continued financial restraints. They were also designed to enable the delivery of the new corporate support arrangements and to provide the right mix of skills and capacity at a senior management level in the Council.

DECIDED:

- (a) That the chief officer structures as detailed in the appendix to the report be approved and that authority be delegated to the Chief Executive to implement the new structures in consultation with the relevant conveners; and
- (b) That it be noted that a review of the structure would be carried out after the first year of operation to review its effectiveness and any further changes would be reported to the Board, as necessary, by the Chief Executive.

2. A BETTER FUTURE, A BETTER COUNCIL – YEAR 1 MONITORING REPORT

There was submitted a report by the Chief Executive relative to progress to date in terms of delivery of the Council plan and key achievements in relation to jobs and the economy; improved health, well-being and life chances for children and families; improved support to vulnerable adults; reduction in the causes and impact of poverty; and a safer and stronger Renfrewshire.

The report set out the key focus for the Council over the next year which included developing economic benefits realisation plans for City Deal projects; developing Invest in Renfrewshire programmes to focus on supporting people who were furthest from the labour market; exploring opportunities for further improvement, collaboration and innovation through the new joint Children's Services Directorate; completion of the Johnstone Town Hall project; establishment of the Renfrewshire Health and Social Care Partnership; developing with partners, joint commissioning strategies; developing a tackling poverty strategy; preparing for the redesign of the community justice system; and continuing to progress the development of the change programme.

Councillor Nicolson submitted an amendment which Councillor M Macmillan ruled was not competent in terms of Standing Order 21(a).

Councillor M Macmillan intimated that a report would be submitted to a future meeting of the Leadership Board in relation to political balance on appointments to external bodies.

DECIDED:

- (a) That the progress that had been made to date by services in terms of delivering the Council plan be noted;
- (b) That it be agreed that a further progress update be prepared and submitted to the Board in December, 2015; and
- (c) That it be noted that a report would be submitted to a future meeting of the Board in relation to political balance on appointments to external bodies.

3. UNIVERSAL CREDIT

There was submitted a report by the Chief Executive relative to the roll out across the UK of Universal Credit (UC) and providing details of the timetable for implementation in the Renfrewshire area.

Universal Credit was a core component of the UK government's welfare reform programme and combined all working-age benefits and tax credits into one single benefit which was paid monthly to one person in the household. It was noted that the Department for Work and Pensions' (DWP) plans for Renfrewshire only related to single job seekers who may also rent their property. No information had been received on the numbers expected to move to UC. However, it was expected that these may be low. The report referred to the challenges of UC, including personal budgeting, digital access, wider benefits advice and housing support, to the additional burden to the Council and preparations which were being made by the Council to support customers.

Councillor M Macmillan indicated that it was his intention to write to Job Centre Plus and to the Secretary of State for Work and Pensions in relation to the level of sanctions imposed in Renfrewshire.

DECIDED:

- (a) That it be noted that Universal Credit would be implemented by DWP in Renfrewshire from June, 2015;

- (b) That the Chief Executive be authorised to negotiate the terms of a Delivery Partnership Agreement with DWP on the nature and extent of the support services to be delivered for people in the Renfrewshire area who were moving on to Universal Credit. This would include negotiation on the resources that would be provided to the Council to deliver the agreed level of support;
- (c) That it be noted that an update would be provided to a future meeting of the Board; and
- (d) That it be noted that Councillor M Macmillan would write to Job Centre Plus and to the Secretary of State for Work and Pensions in relation to the level of sanctions imposed in Renfrewshire.

4. LOCAL GOVERNMENT BOUNDARY COMMISSION FOR SCOTLAND – UPDATE ON FIFTH REVIEW OF ELECTORAL ARRANGEMENTS

There was submitted a report by the Director of Finance & Resources relative to the Boundary Commission for Scotland's Fifth Review of Electoral Arrangements. The review was being undertaken in two phases ahead of a report being submitted to Scottish Ministers in May 2016.

The report provided an update on the outcome of the first phase of the Review, a report on which had been considered at the meeting of the Board held on 2nd April, 2014, and which maintained the recommendation that the number of elected members in Renfrewshire be increased to 43; and explained the arrangements for the second phase of the Review which concerned the ward boundaries and the number of wards within each Council area. The timetable for the review was appended to the report. It was noted that the two-month statutory consultation period with councils on ward boundaries was due to start on 19th March and conclude on 14th May, 2015, with public consultation occurring between July and September 2015.

Councillor Doig, seconded by Councillor Nicolson, moved that the Board, recognising the importance of facilitating the fullest local discussion of potential ward boundaries, and the possible permutations thereof, in the interests of local democracy, calls on the Local Government Boundary Commission to hold a public consultation from 15th May to 30th September, 2015 and that there be deleted from clause 3.6 of the report 'that there will be a public consultation occurring between July and September, 2015'. This was agreed unanimously.

DECIDED:

- (a) That the outcome of the first phase of the Review which maintained the recommendation that the number of elected members in Renfrewshire be increased to 43 be noted;
- (b) That the arrangements for the second phase of the Review which concerned ward boundaries in each council area be further noted; and
- (c) That the Board, recognising the importance of facilitating the fullest local discussion of potential ward boundaries, and the possible permutations thereof, in the interests of local democracy, calls on the Local Government Boundary Commission to hold a public consultation from 15th May to 30th September, 2015 and that there be deleted from clause 3.6 of the report 'that there will be a public consultation occurring between July and September, 2015'.

**MINUTE OF MEETING OF THE REGULATORY FUNCTIONS BOARD
HELD ON 19th FEBRUARY, 2015**

PRESENT

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

Councillor Hood, Convener, presided.

APOLOGY

Councillor McEwan.

IN ATTENDANCE

D Campbell, Assistant Managing Solicitor (Licensing); E Currie, Committee Services Officer, K Whiteside, Licensing Officer (Paralegal) and G McIntosh, Civic Enforcement Officer (for items 1 and 6) (all Finance & Resources).

DECLARATIONS OF INTEREST

Councillor E Devine declared a non-financial interest in relation to items 7 and 10 of the agenda as the applicants were known to him and intimated his intention not to participate in the Board's consideration of the applications.

Councillor M Devine declared a non-financial interest in relation to items 6, 7 and 10 of the agenda as the applicants were known to her and intimated her intention not to participate in the Board's consideration of the applications.

Councillor Audrey Doig declared a non-financial interest in relation to item 9 of the agenda as she had submitted a written objection to the granting of the application and intimated her intention not to participate in the Board's consideration of the application.

ORDER OF BUSINESS

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 4(d) of the agenda before item 4(a) of the agenda and item 9 of the agenda before item 8(c) of the agenda.

1. CIVIC GOVERNMENT (SCOTLAND) ACT 1982: REVIEW OF TAXI FARES WITHIN RENFREWSHIRE

There was submitted a report by the Director of Finance & Resources relative to a review of the taxi fares within Renfrewshire. The report intimated that the Council as licensing authority was obliged to fix scales for the fares and other charges in its area in connection with the hire of a taxi. Fares required to be fixed within 18 months beginning with the date on which scales last came into effect.

Preliminary consultation had taken place with persons representative of taxi operators and a number of individual taxi operators on the current fares scale. The current fares scale in operation in Renfrewshire was detailed in Appendix 3 to the report. Appendix 1 detailed the current and proposed taxi fares scales; Appendix 2 detailed the tariffs operating in surrounding areas; and Appendix 4 detailed the five proposals received.

The report stated that the approved option for the taxi fares scale would require to be advertised in the local press giving the proposed date from when the proposal would have effect and inviting any interested parties to lodge representations within a proposed period of one month from the date of advertisement. The Council would consider any representations received prior to fixing the new taxi fares scale. The report proposed that any new fares scale would come into effect on 10th August, 2015.

The Convener proposed as a new taxi fares scale to be advertised that from midnight on 24th December until midnight on 26th December and from midnight on 31st December until midnight on 2nd January the fare chargeable be normal fare plus a half and that a surcharge for payment by debit or credit cards be allowed up to a maximum of 10% of the taxi fare and that otherwise the new taxi fares scale would be in accordance with the existing scale; that the agreed proposal for the taxi fares scale be advertised in the local press allowing representations to be made within one month after the date of publication of that advertisement; that a proposed date of 10th August, 2015 be agreed for the proposed taxi fare scale to come into effect; and that a further report be submitted to a future meeting of the Board after the period for representations to allow a fares scale to be fixed. This was agreed unanimously.

DECIDED:

- (a) That as a new taxi fares scale to be advertised that from midnight on 24th December until midnight on 26th December and from midnight on 31st December until midnight on 2nd January the fare chargeable be normal fare plus a half and that the surcharge for payment by debit or credit cards be allowed up to a maximum of 10% of the taxi fare and that otherwise the new taxi fares scale would be in accordance with the existing scale;
- (b) That the agreed proposal for the taxi fares scale be advertised in the local press allowing representations to be made within one month after the date of publication of that advertisement;
- (c) That a proposed date of 10th August, 2015 be agreed for the proposed taxi fare scale to come into effect; and
- (d) That a report be submitted to a future meeting of the Board after the period for representations to allow a taxi fares scale to be fixed.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of items 2, 3, 4, 5, 6, 7, 8(a), 9 and 12 as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

2. GRANT OF 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 together with Police Scotland who had submitted an objection received outwith the statutory timescale to the application:-

Craig Hughes, 38 Nith Drive, Renfrew

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

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

Councillor Hood, seconded by Councillor Mullin, moved that the application be granted for a period of one year.

Provost Hall, seconded by Councillor Audrey Doig, 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, three members voted for the amendment and five members voted for the motion. The motion was accordingly declared carried.

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

3. RENEWAL OF TAXI DRIVERS' LICENCES – PERSONAL APPEARANCES

There were submitted the undernoted applications for renewal of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to the applications:-

(a) Robert Hynd, 10C Barmill Road, Beith

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

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

(b) James Mason, Flat G/L, 2 Brodie Park Avenue, Paisley

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

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

4. RENEWAL OF PRIVATE HIRE CAR DRIVERS' LICENCES – PERSONAL APPEARANCES

Under reference to item 5(b) of page 248 of the Minute of the meeting of this Board held on 4th December, 2014 consideration was resumed of application (a) for renewal of a Private Hire Car Driver's Licence; under reference to item 3(b) of the Minute of the meeting of this Board held on 14th January, 2015 consideration was resumed of application (b) for renewal of a Private Hire Car Driver's Licence and there were submitted applications (c) and (d) for renewal of Private Hire Car Drivers' Licences. Applicants (a) and (b) had been asked to appear personally for the second time and applicants (c) and (d) for the first time together with Police Scotland who had submitted an objection and a further objection received outwith the statutory timescale to application (a); a representation to applications (b) and (d); and a representation received outwith the statutory timescale to application (c):-

(a) John McLatchie, 242B Paisley Road, Renfrew

Mr McLatchie, the applicant, and his Solicitor, Mr Banks, were invited into the meeting together with Chief Inspector Nelson and Constable McLeod, on behalf of the Chief Constable who had submitted an objection and a further objection received outwith the statutory timescale to the application. On hearing the reasons for the further objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

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

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

ADJOURNMENT

The meeting adjourned at 12.05 pm and reconvened at 12.10 pm.

(b) Fred Wandera, 34 Melrose Avenue, Linwood

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

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

(c) David McGinley, 136B Stirling Drive, Linwood

Mr McGinley, the applicant, was invited into the meeting together with Chief Inspector Nelson and Constable McLeod, 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 two years. This was agreed unanimously.

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

SEDERUNT

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

(c) Derek Stewart, 22 Lintlaw Drive, Glasgow

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

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

SEDERUNT

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

5. GRANT OF LANDLORD REGISTRATION – PERSONAL APPEARANCE

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

David Giles, 58 Douglas Drive, East Kilbride

Mr Giles, the applicant, was invited into the meeting together with Sergeant Divers, 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 consideration of the application be continued to allow the applicant to submit a copy of his leasing agreement with his letting agent and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued to allow the applicant to submit a copy of his leasing agreement with his letting agent and that the applicant be invited to a future meeting of the Board.

ADJOURNMENT

The meeting adjourned at 1.45 pm and reconvened at 2.15 pm.

DECLARATION OF INTEREST

Councillor 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.

SEDERUNT

Provost Hall left the meeting during consideration of the following item of business.

6. HEARING INTO POSSIBLE SUSPENSION OF TAXI DRIVER'S LICENCE – 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 Harley Smith who had submitted a complaint against the licence holder:-

James Robertson, 109 Donaldswood Park, Paisley

Mr Robertson, the licence holder, was invited into the meeting together with Ms Smith, who had submitted a complaint against the licence holder, and her witnesses Mrs Smith and Mrs Clark. After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter.

The meeting was reconvened and the Convener proposed that the complaint be upheld and that Mr Robertson's Taxi Driver's Licence be not suspended. The Convener further proposed that Mr Robertson be issued with a warning as to his future conduct as a licence holder. This was agreed unanimously.

DECIDED:

- (a) That the complaint be upheld and that Mr Robertson's Taxi Driver's Licence be not suspended; and
- (b) That Mr Robertson be issued with a warning as to his future conduct as a licence holder.

SEDERUNT

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

DECLARATIONS OF INTEREST

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

7. RENEWAL OF PRIVATE HIRE CAR DRIVER'S LICENCE – PERSONAL APPEARANCE

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

Christopher Kerr, Flat 2/2, 98 Main Road, Elderslie

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

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

8. GRANT OF STREET TRADERS' LICENCES – PERSONAL APPEARANCES

There were submitted the undernoted applications for the grant of Street Traders' Licences. The applicants had been asked to appear personally for the first time together with the Council's Town Centres Project and Events Manager who had submitted an objection received outwith the statutory timescale to one of the locations detailed in application (a):-

- (a) **Applicant:** Yvonne Dehn, 13 North Marches, Anstruther
Authorised Goods: fresh fish, eggs, cakes and bread
Trading From: Renfrewshire area
Operating Hours: Tuesday and Friday – 8.00 am to 7.00 pm

Ms Dehn, the applicant, was invited into the meeting together with Ms Moulson, the Council's Town Centres Projects and Events Manager, who had submitted an objection received outwith the statutory timescale to one of the locations detailed in 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.

Ms Dehn advised the Board that she wished to amend her application by withdrawing Paisley Town Centre from her application. After consideration of all matters before the Board, the Convener proposed that the application, as amended, be granted for a period of one year. This was agreed unanimously.

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

- (b) **Applicant:** Kelly McDowall, Flat 1/2, 14 Kings Street, Paisley
Authorised Goods: hot and cold food and beverages
Trading From: Watt Road and Huntly Road, Hillington Industrial Estate and Maxwell Street, Paisley
Operating Hours: Monday to Friday – 6.00 am to 2.30 pm – Hillington
7 days per week – 9.00 pm to 4.00 am – Paisley

Ms McDowall, the applicant, and her representative, Mr Donaldson, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of 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.

DECLARATION OF INTEREST

Councillor Audrey Doig 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.

9. RENEWAL OF STREET TRADER'S LICENCE – PERSONAL APPEARANCE

There was submitted the undernoted application for renewal of a Street Trader's Licence. The applicant had been asked to appear personally for the first time together with Councillor Audrey Doig who had submitted an objection to locations detailed in the application:-

- Applicant:** Alistair Murdoch, Flat 2/2, 6 Millview Crescent, Johnstone
Authorised Goods: icecream, confectionary, cigarettes and groceries
Trading From: Stirling Drive and Erskinefauld Road, Linwood and Craigends Estate, Houston
Operating Hours: 7 days per week – 11.00 am to 10.00 pm

Mr Murdoch, the applicant, was invited into the meeting together with Councillor Audrey Doig, who had submitted an objection to locations detailed in the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

SEDERUNT

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

10. GRANT OF STREET TRADER'S LICENCE – PERSONAL APPEARANCE

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

Applicant: Kyle Brown, 10/1 Montgomery Avenue, Paisley

Authorised Goods: hot and cold food and beverages

Trading From: Watt Road and Huntly Road, Hillington Industrial Estate and Maxwell Street, Paisley

Operating Hours: Monday to Friday – 6.00 am to 2.30 pm – Hillington
7 days per week – 9.00 pm to 4.00 am – Paisley

Mr Brown, the applicant, and his representative, Mr Donaldson, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be allowed to be an exception to the Board's policy on trading hours and that the application be granted for a period of 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.

DECLARATIONS OF INTEREST

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

11. RENEWAL OF PUBLIC ENTERTAINMENT LICENCE – PERSONAL APPEARANCE

There was submitted the undernoted application for renewal of a Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with the Council's Director of Community Resources who had submitted an objection to the application:-

Applicant: Craig Reilly, Flat 0/1, 6 Friarshall Gate, Paisley

Activity: tanning salon

Premises: 97 Causeyside Street, Paisley

Operating Hours: 7 days per week – 10.00 am to 10.00 pm

The Assistant Managing Solicitor (Licensing) advised that the Director of Community Resources had withdrawn her objection to the application and that the application had been granted by the Head of Corporate Governance under delegated authority for a period of two years.

DECIDED: That it be noted that the application had been granted by the Head of Corporate Governance under delegated authority for a period of two years.

12. VARIATION OF TAXI LICENCE AND REQUEST FOR EXEMPTION FROM ASSISTING WHEELCHAIR PASSENGERS – PERSONAL APPEARANCE

There was submitted the undernoted application for variation of a Taxi Licence and request for exemption from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time:-

Applicant: David McDonald, 30 Anchor Crescent, Paisley

Variation: paragraph 22, section (ii) not to apply to licence to allow operation of a saloon vehicle

Mr McDonald, the applicant, was invited into the meeting. The Convener proposed that both matters 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 this application and request. The meeting was reconvened and the Convener proposed that Mr McDonald's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence. This was agreed unanimously. The Convener further proposed that Mr McDonald's application for variation of his Taxi Licence be refused. This was agreed unanimously.

DECIDED:

- (a) That Mr McDonald's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence and
- (b) That Mr McDonald's application for variation of his Taxi Licence be refused.

**MINUTE OF MEETING OF THE JOHNSTONE & THE VILLAGES LOCAL AREA COMMITTEE
HELD ON 19th FEBRUARY, 2015**

PRESENT

Councillors Caldwell, Hood, Bibby, Andy Doig and Gilmour.

Councillor Gilmour, Convener, presided.

COMMUNITY REPRESENTATIVES

D Wadsworth, Elderslie Community Council; H McAlear, Greensyde Carers; J Anderson, Howwood Sports & Hobbies Group; A Stevenson, Johnstone Castle Community Learning Centre; T Farrell, Johnstone PC Learning Group; M McMillan, Johnstone Seniors Forum; D Blair, Kilbarchan Community Council; M Lavery, Quarrelton Tenants' & Residents' Association; and N McBride, Renfrewshire Early Years Forum for the Voluntary Sector.

COMMUNITY PLANNING PARTNERS

Chief Inspector Wright, Police Scotland; and P McCulloch, Renfrewshire CHP.

IN ATTENDANCE

J McFarlane, Acting Libraries Manager (Children's Services); S Allan, Head of Amenity Services (Lead Officer), D Leask, Head of Facilities Management, K Carr, Site Services Manager, J Wallace, Traffic, Street Lighting & Asset Manager and A Dobie, Project Co-ordinator, Wardens Service (all Community Resources); and D Low and A McNaughton, both Senior Committee Services Officers (Finance & Resources).

APOLOGIES

Councillor I McMillan; A McBain, Johnstone Seniors Forum; and J Black, Sandyflats Tenants' & Residents' Association.

DECLARATIONS OF INTEREST

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

1. COMMUNITY PLANNING PARTNER UPDATE

(a) Community Safety and Public Protection

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Johnstone & The Villages Local Area Committee (LAC) area during the period 1st October to 31st December, 2014.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service as well as Community Resources (Community Safety and Wardens Service).

The report provided information on the work of the Safer & Stronger Renfrewshire Partnership and included a spotlight focus on a particular area of public protection activity related to gender-based violence. In addition, Appendix 1 to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 19th January and 31st March, 2015.

DECIDED: That the report be noted.

2. OPEN SESSION / KEY LOCAL ISSUES

(a) LAC Grant Awards

The LAC considered a discussion paper by J Anderson, Howwood Sports & Hobbies Group, relative to the criteria for the awarding of grants by the LAC. The discussion paper had been circulated to members along with the agenda. The Senior Committee Services Officer (LACs) informed the LAC of the position relative to grant awards and advised that while standard grant criteria and conditions regulated the submission of applications to LACs, each LAC had the ability to assess any application on its own merits.

DECIDED: That the position be noted.

(b) Renfrewshire School Lunches

The LAC considered a presentation by K Carr, Site Services Manager relative to the provision of school meals in Renfrewshire. Mr Carr highlighted the volume and quality of meals provided in schools and referred to the provision of free school meals for all primary 1-3 children. The Council aimed to make sure that school catering was as nutritious as possible for pupils, helping them to maintain a balanced diet. Reference was also made to other services and initiatives provided by the Council's catering service.

DECIDED: That the presentation be noted.

(c) Thomas Shanks Park

T Farrell highlighted a number of issues relating to the condition of Thomas Shanks Park in Johnstone.

The LAC was informed that a community meeting about Thomas Shanks Park would be held on Thursday, 26th February, 2015 at Cochrane Castle Community Centre and that community representatives were welcome to attend.

DECIDED: That the information be noted.

3. JOHNSTONE & THE VILLAGES LAC ANNUAL REPORT 2014/15

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & The Villages LAC annual report 2014/15, which was appended to the report. The report set out a number of key achievements of the LAC over the previous 12 months, in particular in relation to the number and level of grants awarded, community planning partner reviews for 2014/15 and feedback from a number of the key projects supported by the LAC.

DECIDED: That the Johnstone & The Villages LAC Annual Report 2014/15, as appended to the report, be noted.

4. TIMETABLE OF LOCAL AREA COMMITTEE MEETINGS TO MAY 2016

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & The Villages LAC timetable to May 2016.

The report proposed that, taking into consideration the ability of the convener to call a special meeting if the need arose, the LAC meetings be programmed for 27th August and 19th November, 2015 and 18th February and 19th May, 2016.

DECIDED: That meetings of the Johnstone & The Villages LAC be programmed for 27th August and 19th November, 2015 and 18th February and 19th May, 2016.

5. FINANCIAL ARRANGEMENTS – BUDGET MONITORING REPORT

There was submitted a report by the Director of Finance & Resources relative to the Johnstone & the Villages LAC budget for 2014/15.

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

The report advised that the LAC had also received funding from the Renfrewshire Citizens Fund and details of the expenditure committed to date together with remaining balances were contained in Appendix 2 to the report.

DECIDED:

- (a) That the report be noted; and
- (b) That authority be delegated to the Director of Finance & Resources, in consultation with the Convener, to award the balance of remaining funds in the LAC's budget 2014/15 should a suitable application be made this financial year.

6. DATE OF NEXT MEETING

It was noted that the next meeting of the Johnstone & The Villages Local Area Committee would be held in Johnstone Town Hall on 21st May, 2015 at 6.00 p.m.

**MINUTE OF MEETING OF THE HOUSTON, CROSSLEE, LINWOOD, RIVERSIDE & ERSKINE
LOCAL AREA COMMITTEE HELD ON 24th FEBRUARY, 2015**

PRESENT

Councillors Clark, Holmes, J MacLaren and Mullin.

Councillor Clark, Convener, presided.

COMMUNITY REPRESENTATIVES

D Woodrow (Bishopton Community Council); M Millar (Bridge of Weir Tenants' and Residents' Association); A Johnstone (Brighter Bridge of Weir); J Taggart (Erskine); R Johnstone and A Duncan (Erskine Youth Council); R Finnie (Houston Community Council); I Cameron (Houston & Killellan Kirk); R McNally (Erskine Community Association); N Barrington (Langbank Community Council); and M McElhinney (Linwood Community Council).

COMMUNITY PLANNING PARTNERS

Chief Inspector Wright (Police Scotland) and Dr Van Der Lee (Renfrewshire CHP).

IN ATTENDANCE

G Giles, Adult Learning and Literacies Manager (Children's Services); M Hendry, ASIST Mediation Co-ordinator (Community Resources); and K Graham, Head of Legal & Democratic Services (Lead Officer), D Low, Senior Committee Services Officer (LACs) and H Hoey, Committee Services Officer (all Finance & Resources).

APOLOGIES

G Lethorn, Bridge of Weir Tenants' and Residents' Association and S Clark, Bridge of Weir Community Council.

DECLARATIONS OF INTEREST

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

1. COMMUNITY PLANNING PARTNER UPDATE

(a) Community Safety and Public Protection

There was submitted a report by the Director of Community Resources providing an overview of the activities of the Safer & Stronger Renfrewshire Partnership, consisting of Renfrewshire Council, Police Scotland, Scottish Fire & Rescue Service and other community safety agencies for the Houston, Crosslee, Linwood, Riverside & Erskine LAC area during the period 1st October to 31st December, 2014.

The report contained statistical information which had been provided by a number of community planning partners including Police Scotland, the Scottish Fire and Rescue Service as well as Community Resources (Community Safety and Wardens Service).

The report provided information on the work of the Safer & Stronger Renfrewshire Partnership and included a spotlight focus on a particular area of public protection activity related to gender-based violence. In addition, Appendix 1 to the report detailed the Street Stuff initiative timetable in relation to the five LACs between 19th January and 31st March, 2014.

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. PUBLIC TRANSPORT ISSUES IN THE LAC AREA

The Convener highlighted changes to the number 7 service which operated between Linwood and Glasgow. He advised that this service would now terminate at Paisley. The frequency of bus services to the new Southern General was also raised by the LAC.

DECIDED: That the position be noted.

4. HOUSTON, CROSSLEE, LINWOOD, RIVERSIDE AND ERSKINE LOCAL AREA COMMITTEE ANNUAL REPORT 2014/15

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC Annual Report 2014/15, which was appended to the report. The report set out a number of key achievements of the LAC over the previous 12 months, in particular in relation to the number and level of grants awarded, community planning partner reviews for 2014/15 and feedback from a number of the key projects supported by the LAC.

Dr Van Der Lee provided an update in relation to the reconfiguring of mental health in-patient services in Renfrewshire; changes to the structure of the CHP; and recent developments at the Accident & Emergency Department at the Royal Alexandra Hospital (RAH).

DECIDED:

- (a) That the Houston, Crosslee, Linwood, Riverside & Erskine LAC Annual Report 2014/15, as appended to the report, be noted; and
- (b) That the LAC's concerns relative to recent developments at the RAH be noted.

5. PRESENTATION: ERSKINE YOUTH COUNCIL

A Duncan and R Johnstone, both Erskine Youth Council, gave a presentation on an educational trip to London by Youth Council members which the LAC had helped to fund. They highlighted the educational and cultural opportunities afforded to them as a result of the trip.

DECIDED: That the presentation be noted.

6. PRESENTATION: ACTIVE COMMUNITIES

H Moir and C Thomas, both Active Communities, gave a presentation on the three Active Communities projects which the LAC had helped to fund in 2014/15. Ms Moir provided information in relation to the Bridge Buster 10K event and the Bike Buddies cycling project and Ms Thomas provided details on the parkour club which was running with a full capacity of participants.

DECIDED: That the presentation be noted.

7. 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 2014/15.

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

The Convener advised that a small underspend in the LAC budget was anticipated and referred to the previous decision of the LAC in May 2014 to allocate any underspend to the Houston & Killellan Kirk Annexe Project.

DECIDED:

- (a) That it be noted that any underspend in the LAC budget would be allocated to the Houston & Killellan Kirk Annexe Project; and
- (b) That the report otherwise be noted.

8. TIMETABLE OF LOCAL AREA COMMITTEE MEETINGS TO MAY 2016

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC timetable to May 2016.

The report proposed that, taking into consideration the ability of the Convener to call a special meeting if the need arose, the LAC meetings be programmed for 3rd September and 25th November, 2015 and 24th February and 25th May, 2016. It was highlighted that this represented a shift from the usual Tuesday evening to allow the Vice Convener of the LAC to attend and avoid a clash of meetings with other scheduled meetings.

DECIDED:

- (a) That meetings of the Paisley North LAC be programmed for 3rd September and 25th November, 2015; and 24th February and 25th May 2016; and
- (b) That meetings continue to be held at 6.00 p.m. in suitable venues throughout the LAC area.

9. DATE OF NEXT MEETING

It was noted that the next meeting of the Houston, Crosslee, Linwood, Riverside & Erskine LAC would be held on 26th May, 2015 at 6.00 p.m., at a venue to be agreed.