

## Minute of Meeting

### Houston, Crosslee, Linwood, Riverside and Erskine Local Area Committee

Date	Time	Venue
Wednesday, 22 February 2017	18:00	Park Mains High School, Barrhill Road, Erskine,

**Present:** Councillor Audrey Doig, Councillor Jim Harte, Councillor James MacLaren, Councillor Sam Mullin

#### Chair

Councillor Mullin, Depute Convener, presided.

#### Community Representatives

B Stewart, Bishopton Community Council; M Dundas, Brookfield Community Council; A Cameron, Erskine Community Council; D Dunlop, Houston Community Council; and N Barrington, Langbank Community Council.

#### Community Planning Partners

Chief Inspector S Wright, Police Scotland and Dr A Van Der Lee, GP Representative (Renfrewshire Health & Social Care Partnership).

#### In Attendance

S Graham, Partnerships Planning and Development Manager (Chief Executive's); C Dalrymple, Regulatory and Enforcement Manager (Community Resources); and K Graham, Head of Corporate Governance (Lead Officer) and P Shiach, Committee Services Officer (both Finance & Resources).

## Apologies

Councillor M Brown, Provost Hall and Councillor Noon; and S Clark, Bridge of Weir Community Council, J Taggart, Erskine; and I Cameron, Houston & Killellan Kirk.

## Declarations of Interest

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

### 1 Renfrewshire Health and Social Care Partnership Update

Dr A Van Der Lee gave an update. She indicated that Dr Stuart Sutton was the new Clinical Director for Renfrewshire Health & Social Care Partnership and that the post had a lead responsibility for clinical governance, providing leadership and support for GPs and other NHS contractors working within Renfrewshire.

A new logo had been produced for Renfrewshire Health and Social Care Partnership which would be rolled out in the coming months.

She advised that there were continuing issues with regard to budget considerations and that discussions were ongoing. She indicated that it was important to be aware that no alterations could be implemented within services without the agreement of the Integration Joint Board. She also advised that the Chief Officer, Renfrewshire Health & Social Care Partnership would meet with GPs to discuss the implications for primary care services.

Dr Van Der Lee responded to questions from members of the Local Area Committee (LAC) on the information provided, particularly with regard to progress in terms of Bishopton Health Centre.

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

### 2 Community Safety and Public Protection Progress Update

There was submitted a report by the Director of Community Resources providing a progress update on Renfrewshire Community Safety Partnership activities carried out in the Houston, Crosslee, Linwood, Riverside & Erskine LAC area during the period 1 October to 31 December 2016.

The report provided information on community safety statistics; environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and a spotlight on adult protection.

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

### 3 Open Session/Key Local Issues

The Committee Services Officer advised that no issues had been submitted for consideration. The Deputy Convener invited those present to raise any relevant issues.

## (i) Dargavel

B Stewart, Bishopton Community Council referred to the redevelopment of the former Royal Ordinance Factory site at Dargavel and indicated that at a recent meeting in the village concern had been expressed in relation to the Council's preferred option for the site and the effect on the local roads infrastructure.

The Depute Convener indicated that he had been advised that the relevant slip roads would be installed and that he had been given no indication that there had been any delays in this regard.

The elected members present advised the meeting that since the proposals may eventually be submitted to the Council for determination, they were not in a position to comment further at this time.

**DECIDED:** That the information be noted

## (ii) Litter Clean-up

The issue of litter was raised and various problem areas highlighted including lack of street cleaners; dog waste bags being hung on bushes; litter from the A737; and open top bins being an attraction to wildlife.

The Depute Convener advised that the issue was regularly referred to at school assemblies to raise awareness among school pupils.

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

#### **4 UK City of Culture - Launch of Guidance for Bidding Cities**

There was submitted a report by the Director of Development and Housing Services relative to an update on Paisley's bid to become UK City of Culture in 2021 and the key dates for the bidding process during 2017.

**DECIDED:** That the report be noted

#### **5 Presentation: Renfrewshire Local Outcome Improvement Plan and Locality Plans**

The Partnerships Planning and Development Manager gave a presentation relative to the Community Planning Partnership development of a Local Outcome Improvement Plan (LOIP), locality plans and LAC review.

It was noted that engagement with communities on development of the LOIP/locality plans would take place in February/March and May/June 2017. The LOIP and locality plans would require to be signed off by September 2017 prior to publication by 1 October 2017 and proposals for the LAC review would be developed by October 2017.

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

## 6 Budget Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the Houston, Crosslee, Linwood, Riverside & Erskine LAC budget for 2016/17.

The report advised that at the meeting of this LAC in May 2016, an award of £1,000 was awarded to Bishopton Scout Group to underwrite the cost of their annual firework display. The Scout Group had successfully self-funded and the £1,000 had been returned to the Youth Challenge Fund budget for redistribution.

**DECIDED:** That the report be noted

## 7 Application for Local Area Committee Grant Funding

There was submitted a report by the Director of Finance & Resources relative to an application for local area committee funding from Erskine Music and Media for £1,000 towards the cost of advanced film and photography workshops for young people.

The Convener sought clarification on whether the application fell within the criteria for Youth Challenge Funding and proposed that the application be granted subject to officers confirming that the grant met the criteria for the youth challenge fund.

**DECIDED:** That an award of £1,000 be made to Erskine Music and Media towards the cost of advanced film and photography workshops for young people subject to officers confirming that the grant met the criteria for the youth challenge fund.

## 8 Timetable of Meetings

There was submitted a report by the Director of Finance & Resources relative to the date of the first meeting of this LAC in the new financial year following the local government elections being held on 4 May 2017. The report proposed that the next meeting of this LAC be held on 14 June 2017 and this was agreed.

**DECIDED:** That it be agreed that the next meeting of this LAC would be held at 6.00 pm on 14 June 2017.

## Minute of Meeting Council

Date	Time	Venue
Thursday, 23 February 2017	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor Bill Brown, Councillor Maria Brown, Councillor John Caldwell, Councillor Eddie Devine, Councillor Margaret Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Roy Glen, Provost Anne Hall, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor John Hood, Councillor Terry Kelly, Councillor Paul Mack, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Mark Macmillan, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Stephen McGee, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Sam Mullin, Councillor Alexander Murrin, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Allan Noon, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor Maureen Sharkey, Councillor Tommy Williams

### Chair

Provost Hall presided.

### In Attendance

S Black, Chief Executive; P MacLeod, Director of Children's Services; S MacDougall, Director of Community Resources; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning (Chief Executive's); P McCulloch, Adult Services Manager (Renfrewshire Health & Social Care Partnership); and K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and C MacDonald, Senior Committee Services Officers (all Finance & Resources).

### Additional Item

Councillor I McMillan intimated that he wished to table an emergency motion which had not been included in the notice calling the meeting in relation to essential services for children being moved to the Queen Elizabeth Hospital complex in Glasgow. The Provost being of the opinion that the subject matter of the motion which is dealt with at item 15 below, should be considered by the Council as a matter of urgency, authorised its consideration.

## **Declarations of Interest**

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

In relation to the additional item of the agenda, Councillor M Macmillan declared an interest, as he was a member of the Greater Glasgow & Clyde Health Board. However, as he considered the interest to be covered by a specific exclusion in terms of paragraph 5.18(2) of the Councillors' Code of Conduct, he did not consider it necessary to leave the meeting.

Councillors Nicholson declared a non-financial interest in item 12 of the agenda as he was a member of the Glasgow Airport Flightpath Fund and indicated that it was his intention to take part in the discussion and voting thereon.

Councillor Holmes declared a non-financial interest in item 12 of the agenda as he was a member of the Glasgow Airport Consultative Committee and indicated that it was his intention to take part in the discussion and voting thereon.

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

Councillor Glen declared a non-financial interest in item 12 of the agenda as he was a substitute member of the Glasgow Airport Consultative Committee and indicated that it was his intention to take part in the discussion and voting thereon.

## 1 Minutes of Meetings of Council, Boards and Panels

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

Council, 15 December 2016  
 Regulatory Functions Board, 18 January 2017  
 Appointment Board, 19 January 2017  
 Education and Children Policy Board, 19 January 2017  
 Housing and Community Safety Policy Board, 24 January 2017  
 Planning and Property Policy Board, 24 January 2017  
 Environment Policy Board, 25 January 2017  
 Finance and Resources Policy Board, 25 January 2017  
 Economy and Jobs Policy Board, 1 February 2017  
 Regulatory Functions Board, 2 February 2017  
 Appointment Board, 3 February 2017  
 Renfrew and Gallowhill Local Area Committee, 7 February 2017  
 Paisley North Local Area Committee, 9 February 2017  
 Audit, Scrutiny and Petitions Board, 13 February 2017  
 Local Review Body, 14 February 2017  
 Paisley South Local Area Committee, 14 February 2017  
 Leadership Board, 15 February 2017  
 Regulatory Functions Board, 16 February 2017  
 Council, 16 February 2017  
 Johnstone and the Villages Local Area Committee, 16 February 2017

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

## 2 Auditing Best Value

There was submitted a report by the Chief Executive relative to an overview of the key principles of the new Best Value approach, the changes to the auditing requirements for this new approach and the impact for the Council.

The report intimated that a new approach to best value was being implemented by the Accounts Commission with an allocated audit team assessing the Council against: financial sustainability, financial management, governance and transparency and value for money. The new best value methodology was a continuous process of engagement and audit activity which aimed to provide greater reassurance to the public that councils were delivering best value, rather than focusing on those councils where specific issues of performance had been identified. A key element of the new approach was that the local audit team appointed to the Council as external auditors was the same team that would undertake the best value audit activity.

Audit Scotland confirmed on 30 January 2017 the key areas selected for review during the first year of the best value audit programme in Renfrewshire Council and these were detailed within the report. It was anticipated that as part of the fieldwork, the team from Audit Scotland would wish to meet with elected members to discuss the audit areas identified, including conveners and opposition spokespersons.

**DECIDED:** That the contents of the report, including the potential for members to be invited to meet with the Audit Scotland team as part of the best value audit fieldwork programme be noted.

### **3 Community Empowerment (Scotland) Act 2015 - Asset Transfer Requests**

There was submitted a report by the Director of Finance & Resources relative to the Council's requirement to deal with Asset Transfer requests in a manner set out in the Community Empowerment (Scotland) Act 2015 and following procedures established in Regulations.

The report advised that the Act included provisions which enabled community bodies to apply to the Council to take over Council owned land and facilities. This was referred to in the Act as an Asset Transfer Request.

The Council's existing governance structure required to be amended to make provision for dealing with these requests and for appeals against any decision to refuse a request or where there had been a delay in dealing with a request.

The report provided information on the procedures for dealing with Asset Transfer Requests and the procedures for reviews and appeals. It also set out proposals for changes to Board remits and the Scheme of Delegations to Officers to enable decisions on these matters to be dealt with at the most appropriate level. Further changes required were detailed in the report relative to implementation provisions in the 2015 Act dealing with community right to buy and the establishment of a register of land owned or leased by the Council.

Councillor M Macmillan, seconded by Councillor Holmes, moved:

That it be noted that the provisions in the Community Empowerment (Scotland) Act 2015 relating to Asset Transfer Requests had now been brought into force;

That it be noted that the procedure for considering such requests including how any reviews and appeals were dealt with were set out in Regulations;

That it be agreed that the Director of Finance & Resources or the Head of Property Services be authorised to determine Asset Transfer Requests made in terms of Part 5 of the 2015 Act and to make all necessary arrangements to comply with the statutory procedures for dealing with such requests;

That the creation of a Community Asset Transfer Review Sub-Committee of the Planning and Property Policy Board with the membership and other arrangements for the Sub-Committee being as set out within the report be agreed;

That it be agreed that the Head of Property Services be given delegated responsibility for taking such measures as were necessary to protect the Council's interests should a community body register an interest in any Council property in the register held by the Scottish Government under the Land Reform (Scotland) Act 2003;

That it be agreed that the Head of Property Services be given delegated responsibility for establishing, publishing and maintaining the register of land under Section 94 of the 2015 Act;



That it be agreed to amend the remit of the Planning and Property Policy Board to include reference to property issues arising from the 2015 Act; and

That the Head of Corporate Governance be authorised to make changes to the Council's governance documents necessary to give effect to the proposals contained within the report.

Councillor Nicolson, seconded by Councillor Audrey Doig, moved as an amendment:

"Amend Section 2, 2.1

Delete c) and substitute with:

c) Approves the creation of a Community Asset Transfer Review Committee of the Council with the membership and other arrangements for the sub-committee as amended.

Amend

d) All Asset Transfer Requests made in terms of Part 5 of the 2015 Act are to be determined by the Planning and Property Policy Board and authorises the Director of Finance & Resources or the Head of Property Services to make all necessary arrangements to comply with the statutory procedure for dealing with such requests;

e) Amend by inserting after '2003'

'Which includes ensuring that the Council is in a legal position to accept or decline first offer or refusal of a return of assets'.

Amend 3.11

'Where an applicant requests a review, the proposal is that the review is considered by a sub-committee of the Council to be called the Community Asset Transfer Review Sub-Committee. It is proposed that the committee will comprise of any five members of the Council who are not members of the Planning and Property Policy Board. The committee will be chaired by agreement from among the members of the Committee and will meet as and when required to deal with a request for review. The Committee may in some circumstances hold a hearing to determine the review'.

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

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

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

### **DECIDED:**

(a) That it be noted that the provisions in the Community Empowerment (Scotland)

Act 2015 relating to Asset Transfer Requests had now been brought into force;

(b) That it be noted that the procedure for considering such requests including how any reviews and appeals were dealt with were set out in Regulations;

(c) That it be agreed that the Director of Finance & Resources or the Head of Property Services be authorised to determine Asset Transfer Requests made in terms of Part 5 of the 2015 Act and to make all necessary arrangements to comply with the statutory procedures for dealing with such requests;

(d) That the creation of a Community Asset Transfer Review Sub-Committee of the Planning and Property Policy Board with the membership and other arrangements for the Sub-Committee being as set out within the report be agreed;

(e) That it be agreed that the Head of Property Services be given delegated responsibility for taking such measures as were necessary to protect the Council's interests should a community body register an interest in any Council property in the register held by the Scottish Government under the Land Reform (Scotland) Act 2003;

(f) That it be agreed that the Head of Property Services be given delegated responsibility for establishing, publishing and maintaining the register of land under Section 94 of the 2015 Act;

(g) That it be agreed to amend the remit of the Planning & Property Policy Board to include reference to property issues arising from the 2015 Act; and

(h) That the Head of Corporate Governance be authorised to make changes to the Council's governance documents necessary to give effect to the proposals contained within the report.

#### **4 Timetable of Meetings - May to December 2017**

There was submitted a report by the Director of Finance & Resources relative to the timetable of meetings of the Council and its Boards until December 2017. A copy of the timetable was appended to the report.

The timetable was based on five cycles per annum and was broadly similar to the previous timetables operated by the Council. The usual recess periods had been incorporated.

The report indicated that meetings of the Appeals Board and Local Review Body had been timetabled. However, if the meetings were not required they would be cancelled as appropriate.

#### **DECIDED:**

(a) That the timetable for meetings of the Council and its Boards, including the dates during which there were to be recesses until December 2017 be agreed;

(b) That it be agreed that a report be submitted to the December meeting of the Council relative to the timetable from January 2018 onwards; and

(c) That it be agreed that meetings of the Appeals and Local Review Body, although timetabled, would be cancelled if there was no substantive business.

## 5 Funding Support for Kilbarchan Amateur Athletics Club Training Facility

There was submitted a report by the Chief Executive relative to proposals by Kilbarchan Amateur Athletics Club (AAC) to build an indoor athletics training centre on land to be leased from the Council adjacent to the ON-X outdoor track and field facilities.

The Club had embarked on a major fund raising exercise to secure the £2.1 million build cost of the development and had asked the Council for a total of £500,000 to support the Club's proposed development, subject to the conditions set out in the report, which would be drawn down in two tranches of £250,000 in each of financial years 2018/19 and 2019/20.

**DECIDED:** That the allocation of £500,000, in two tranches of £250,000 in financial years 2018/19 and 2019/20, to support the proposed development of an indoor athletics training centre for Kilbarchan AAC be approved, subject to the conditions set out within the report.

## 6 Appointments to Boards

There was submitted a report by the Director of Finance & Resources relative to a number of vacancies which had arisen in the membership of Council Boards as a result of Councillor Andy Doig's resignation from the SNP Group.

The report advised that vacant places be filled as follows:

Economy and Jobs Policy Board - Councillor M MacLaren;  
Education and Children Policy Board - Councillor K MacLaren;  
Leadership Board - Councillor I Nicolson; and  
Planning & Property Policy Board - Councillor W Mylet.

**DECIDED:** That the appointments to the vacant board positions be approved.

## 7 Notice of Motion 1

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

"Brown's Lane, in the town centre, is being developed by Paisley First and local businesses as an area of night life and tourist attraction over the coming year. They wish to raise the profile of the lane, and the adjacent Shuttle Street, by giving adequate lighting to the area, but need to be reassured that the on-going cost can be met by the council.

Council is asked to include a new "Net lights" product, which would be erected and paid for by local businesses, into the council's electricity grid, and to include new street/directional signs at both ends of the lane.

In the drive to raise standards within the town centre, provide extra directions to the Sma' Shot cottages, and to encourage footfall now and in our move towards the 2021

City of Culture award, this would seem to be an area of progress for the town as a whole."

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

**DECIDED:** That Brown's Lane, in the town centre was being developed by Paisley First and local businesses as an area of night life and tourist attraction over the coming year. They wished to raise the profile of the lane, and the adjacent Shuttle Street, by giving adequate lighting to the area but needed to be reassured that the on-going cost would be met by the Council;

Council agreed to include a new "Net lights" product, which would be erected and paid for by local businesses, into the Council's electricity grid, and to include new street/directional signs at both ends of the lane; and

In the drive to raise standards within the town centre, the Council would provide extra directions to the Sma' Shot cottages, and to encourage footfall now and in our move towards the 2021 City of Culture award, this would seem to be an area of progress for the town as a whole.

## **Sederunt**

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

## **8 Notice of Motion 2**

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

"This Council recognises the importance of education in ensuring that all of Renfrewshire's children and young people have the opportunity to achieve their potential and notes the significant work this Council has undertaken through its Tackling Poverty commission and other initiatives to support those from less affluent backgrounds.

Council expresses concern that Scottish Government has cut support for those students from the poorest backgrounds with a decrease in Educational Maintenance Allowance funding in Scotland from £39.6 million in the 2016/17 budget to £29.6 million in 2017/18 and funding from the 'Inspiring Scotland's 14-19 year olds' programme falling from £4 million in 2016/17 to £3 million in 2017/18.

Council believes that this is contrary to the First Minister's claim that education is a top priority and calls upon Scottish Government to ensure that the poorest and more vulnerable students are adequately supported."

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

Councillor Mylet, seconded by Councillor K MacLaren, moved as an amendment that:

"Renfrewshire Council notes that the Scottish Government is protecting Education Maintenance allowance while it has been scrapped in England, and praises the Scottish Government for maintaining free education for Scotland's young people. Under the SNP, free tuition has been re-introduced and protected, saving students in Scotland

tens of thousands of pounds compared to the cost of study in England. Council also welcomes the raising of the household income threshold for access to the maximum bursary this year, which will benefit thousands of additional pupils”.

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

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

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

### **DECIDED:**

(a) That Council recognised the importance of education in ensuring that all of Renfrewshire's children and young people had the opportunity to achieve their potential and noted the significant work this Council had undertaken through its Tackling Poverty commission and other initiatives to support those from less affluent backgrounds.

(b) Council expressed concern that Scottish Government had cut support for those students from the poorest backgrounds with a decrease in Educational Maintenance Allowance funding in Scotland from £39.6 million in the 2016/17 budget to £29.6 million in 2017/18 and funding from the 'Inspiring Scotland's 14 - 19 year olds' programme falling from £4 million in 2016/17 to £3 million in 2017/18.

(c) Council believed that this was contrary to the First Minister's claim that education was a top priority and called upon Scottish Government to ensure that the poorest and more vulnerable students were adequately supported.

## **9 Notice of Motion 3**

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

"Changing Places toilets"

"It is now accepted and expected that everyone has a right to live in the community, to move around within it and access all its facilities. Government policy promotes the idea of "community participation" and "active citizenship", but for some people with disabilities the lack of a fully accessible toilet is denying them this right.

Thousands of people with profound and multiple learning disabilities, as well other disabilities that severely limit mobility, cannot use standard accessible toilets.

At present Renfrewshire has one such toilet in the whole area - At Braehead. There are two toilets in Paisley and Linwood which meet much of the criteria for these toilets, but not all, and therefore cannot be classed as "Changing Places toilets".

Council therefore agrees that a planned introduction of these toilets be set out, with the aim of having approximately 10 of these toilets spread throughout the whole council

area within the next 5 years”.

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

**DECIDED:** It is now accepted and expected that everyone had a right to live in the community, to move around within it and access all its facilities. Government policy promoted the idea of "community participation" and "active citizenship", but for some people with disabilities the lack of a fully accessible toilet was denying them this right.

Thousands of people with profound and multiple learning disabilities, as well other disabilities that severely limit mobility, could not use standard accessible toilets.

At present Renfrewshire had one such toilet in the whole area at Braehead. There were two toilets in Paisley and Linwood which met much of the criteria for these toilets, but not all, and therefore could not be classed as "Changing Places toilets."

Council therefore agreed that a planned introduction of these toilets be set out, with the aim of having approximately 10 of these toilets spread throughout the whole Council area within the next 5 years.

## **10 Notice of Motion 4**

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

"Council welcomes the Year of History, Heritage and Archaeology as an excellent opportunity to promote Paisley and Renfrewshire. The historic environment supports more than 60,000 jobs in Scotland and contributes over £2 billion per year to Scotland's economy. Renfrewshire has a rich and varied history which should be an essential part of our bid for the UK City of Culture 2021. Council will support the Year of History, Heritage and Archaeology by promoting Renfrewshire's history to encourage more visitors to the area."

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

Councillor Andy Doig, seconded by Councillor Mack, then moved as an amendment that: "In addition, Council believes in the necessity of an inclusive identity for the Paisley 2021 bid which articulates both the pre-eminent historical contribution of Paisley, and also the significance of those towns and villages which are part of historic Renfrewshire, in terms of promoting the bid during the year of History, Heritage and Archaeology."

Council notes that it is standing policy to develop a properly functioning Thread-Mill Museum as part of the Renfrewshire Textile Heritage Trail, and appreciates the need to make key linkages between the importance of weaving for the history of Paisley, and in particular its importance for the village of Kilbarchan.

Council will therefore, in the run up to Paisley 2021, encourage networking between the Weaver's Cottage in Kilbarchan, and the proposed Thread-Mill Museum in Paisley when it is established, to further promote the creation of heritage tourism jobs across Renfrewshire.

Council further resolves, to approach the Property section of the Church of Scotland, Historic Environment Scotland, Kilbarchan Community Council, and the Creative

Renfrewshire Heritage Tourism Sub Group, with a view to examining options for funding to transform the former Kilbarchan West Church, and Church Hall, into a Museum of Village Heritage and Culture”.

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

### **DECIDED:**

(a) That Council welcomed the Year of History, Heritage and Archaeology as an excellent opportunity to promote Paisley and Renfrewshire. The historic environment supported more than 60,000 jobs in Scotland and contributed over £2 billion per year to Scotland's economy. Renfrewshire had a rich and varied history which should be an essential part of our bid for the UK City of Culture 2021. Council would support the Year of History, Heritage and Archaeology by promoting Renfrewshire's history to encourage more visitors to the area; in addition

(b) Council believed in the necessity of an inclusive identity for the Paisley 2021 bid which articulated both the pre-eminent historical contribution of Paisley, and also the significance of those towns and villages which were part of historic Renfrewshire, in terms of promoting the bid during the year of History, Heritage and Archaeology;

(c) Council noted that it was standing policy to develop a properly functioning Thread-Mill Museum as part of the Renfrewshire Textile Heritage Trail, and appreciates the need to make key linkages between the importance of weaving for the history of Paisley, and in particular its importance for the village of Kilbarchan;

(d) Council would therefore, in the run up to Paisley 2021, encourage networking between the Weaver's Cottage in Kilbarchan, and the proposed Thread-Mill Museum in Paisley when it was established, to further promote the creation of heritage tourism jobs across Renfrewshire; and

(e) Council further resolved, to approach the Property section of the Church of Scotland, Historic Environment Scotland, Kilbarchan Community Council, and the Creative Renfrewshire Heritage Tourism Sub Group, with a view to examining options for funding to transform the former Kilbarchan West Church, and Church Hall, into a Museum of Village Heritage and Culture.

### **Sederunt**

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

## **11 Notice of Motion 5**

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

"Council condemns the move by the Department of Work and Pensions to close the administration centre in Lonend, Paisley Not only will this have an impact on the workforce who may not be willing or able to move to an alternative location but it will also impact on businesses within the local area. Council will write to the Secretary of State for Work and Pensions, Damian Green MP, to object to this closure and recommend that his department reconsiders this move."

Councillor Mylet, seconded by Councillor Paterson, then moved the motion.

Councillor Holmes, seconded by Councillor M Macmillan, moved as an amendment that: "In addition, Council further condemns the decision of Scottish Enterprise to close its office in Paisley, in particular given the decision by Pernod Ricard to close its Paisley site, the loss of jobs at Doosan Babcock. Council will write to Paul Wheelhouse, the Minister for Business, Innovation and Energy to object to this closure and recommend that his department ensures Scottish Enterprise retains both office accommodation and its workforce in Renfrewshire".

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

**DECIDED:** Council condemned the move by the Department of Work and Pensions to close the administration centre in Lonend, Paisley. Not only would this have an impact on the workforce who may not be willing or able to move to an alternative location but it would also impact on businesses within the local area. Council would write to the Secretary of State for Work and Pensions, Damian Green MP, to object to this closure and recommend that his department reconsidered this move.

In addition, Council further condemned the decision of Scottish Enterprise to close its office in Paisley, in particular given the decision by Pernod Ricard to close its Paisley site, the loss of jobs at Doosan Babcock. Council would write to Paul Wheelhouse, the Minister for Business, Innovation and Energy to object to this closure and recommend that his department ensured Scottish Enterprise retained both office accommodation and its workforce in Renfrewshire.

## **Declarations of Interest**

Councillors Nicholson, Holmes and Glen having declared an interest in the following item of business remained in the meeting.

## **12 Notice of Motion 6**

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

"Council condemns the move by AGS Airports Limited to introduce a charge to drop off passengers at Glasgow Airport. Council believes that such charge is not necessary and will be to the detriment of passengers. Council will write to the Chief Executive of Glasgow Airport requesting that she drops all plans for this charge".

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

Councillor M Macmillan, seconded by Councillor Holmes, moved as an amendment that: "In addition Council recognises the public transport links to and from Glasgow Airport and the road network do not properly meet the needs of passengers or workers at the airport. Council reconfirms its commitment to the Airport Access Project as part of the City Deal which will deliver a rail link through Paisley Gilmour Street to and from the airport."

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



Councillors Holmes, Harte and Mullin.

The following members voted for the motion: Councillors McEwan, Paterson, Mylet, K MacLaren, M MacLaren, McGurk, McCartin, McGee, Andy Doig, Audrey Doig, Noon, M Brown, J MacLaren, and Nicolson.

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

**DECIDED:** Council condemned the move by AGS Airports Limited to introduce a charge to drop off passengers at Glasgow Airport. Council believed that such charge were not necessary and would be to the detriment of passengers. Council would write to the Chief Executive of Glasgow Airport requesting that all plans for this charge be dropped.

In addition, Council recognised the public transport links to and from Glasgow Airport and the road network do not properly meet the needs of passengers or workers at the airport. Council reconfirmed its commitment to the Airport Access Project as part of the City Deal which would deliver a rail link through Paisley Gilmour Street to and from the airport.

## **Adjournment**

The meeting adjourned at 11.17 am and reconvened at 11.32 am.

## **Sederunt**

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

### **13 Notice of Motion 7**

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

"Council welcomes the proposal from Paisley & District Trade Union Council to erect a monument in Robertson Park, Renfrew to mark Workers' Memorial Day. Everyone deserves to come home at the end of the work day, Workers' Memorial Day reminds us of those who didn't, and encourages us to take steps to make sure there's less of them in the future. Council will work with Paisley & District Trade Union Council and others to develop proposals and a funding plan for such a monument."

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

**DECIDED:** That Council welcomed the proposal from Paisley & District Trade Union Council to erect a monument in Robertson Park, Renfrew to mark Workers' Memorial Day. Everyone deserved to come home at the end of the work day, Workers' Memorial Day reminded us of those who didn't, and encouraged us to take steps to make sure there was less of them in the future. Council would work with Paisley & District Trade Union Council and others to develop proposals and a funding plan for such a monument.

## Sederunt

Councillor Mack left and returned to the meeting during consideration of the following item and was not present for the vote between the motion and the first amendment.

### 14 Notice of Motion 8

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

"SNP Government and Pupil Equity Fund

This council welcomes the windfall of over £4million for Renfrewshire which the SNP Scottish Government is delivering to raise pupil attainment in our schools and recognises the social and education importance of giving all children the chance to fulfil their potential, regardless of their background.

- Council congratulates the SNP Scottish Government for delivering yet another key element in its social democratic policy platform, where both the creation of wealth and the elimination of poverty are seen as compatible objectives and contrast this successful vision with the reality of a ruthless and divisive Tory Government and a useless and divided Labour opposition".

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

Councillor Henry, seconded by Councillor M Sharkey, moved as an amendment that: "Council notes the innovative and sector leading work undertaken by this authority in relation to tackling poverty and closing the poverty related attainment gap; further acknowledges the ongoing significant investment made in Children's Services by the administration since 2012 and notes the positive external and internal evaluations of work related to this funding.

Council expresses its dismay at the poor record of the SNP at both national and local level in relation to education".

Councillor McCartin, seconded by Councillor Mack, moved as a second amendment that: "Council recognises that the SNP had an opportunity to seriously raise funding to support education in our schools, pre-schools and colleges by using its longed for power to raise taxed within Scotland.

If the SNP had put their money where their mouths were, they would have raised up to £20 million for expenditure in education in Renfrewshire, spread over pre-school, school and further education services, which have been decimated under the SNP.

While welcoming ANY extra funding for schools, council re-affirms its assertion, in February 2016, that the SNP government should raise 1p in taxes to provide £475 million for education for our children and young people".

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

The following members voted for the motion: Councillors McEwan, Paterson, Mylet, K MacLaren, M MacLaren, McGurk, McGee, Andy Doig, Audrey Doig, Noon, M Brown and Nicolson.

The following member abstained: Councillor McCartin.

21 members having voted for the first amendment, 12 members having voted for the motion, and 1 member having abstained, a vote was then taken between the first amendment and the second amendment.

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

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

The following members abstained: Councillors Councillors McEwan, Paterson, Mylet, K MacLaren, M MacLaren, McGurk, McGee, Audrey Doig, Noon, M Brown and Nicolson.

3 members having voted for the second amendment, 21 members having voted for the first amendment and 11 members having abstained, the first amendment was accordingly declared carried.

**DECIDED:** That Council noted the innovative and sector leading work which had been undertaken by this authority in relation to tackling poverty and closing the poverty related attainment gap; further acknowledged the ongoing significant investment made in Children's Services by the administration since 2012 and noted the positive external and internal evaluations of work related to this funding.

Council expressed its dismay at the poor record of the SNP at both national and local level in relation to education.

## **Declarations of Interest**

Councillor Mullin, 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 Macmillan, J Sharkey and M Sharkey having declared an interest in the following item of business remained in the meeting.

## **15 Emergency Motion**

There was submitted a motion by Councillors I McMillan and Bibby in the following terms:

"Council greatly regrets the decision of Greater Glasgow and Clyde Health Board to agree a major service review of Ward 15 at the RAH that will see essential services for children moved to the Queen Elizabeth University Hospital complex in Glasgow.

Council calls on the Cabinet Secretary for Health and the First Minister to honour their pledges to the people of Renfrewshire to protect Ward 15 and keep health services

local. Council further calls on the Cabinet Secretary for Health to reject this decision of the Board”.

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

Councillor K MacLaren, seconded by Councillor Mylet, moved as an amendment that: “Council notes the decision by Greater Glasgow and Clyde Health board to relocate some of the services from the Children’s Ward at the RAH to the new Royal Hospital for Children.

Council notes with concern the consultation process that led to this decision and calls on the Cabinet Secretary for Health to fully review this proposal and to meet with representatives of the families affected by this decision, to hear their concerns first hand.

Council supports the retention of as many services as possible at the Children’s ward at the RAH but feels that clinical need should be the first priority in deciding the treatment options for children”.

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

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

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

**DECIDED:** That Council greatly regretted the decision of Greater Glasgow and Clyde Health Board to agree a major service review of Ward 15 at the RAH that would see essential services for children moved to the Queen Elizabeth University Hospital complex in Glasgow; and

Council called on the Cabinet Secretary for Health and the First Minister to honour their pledges to the people of Renfrewshire to protect Ward 15 and keep health services local. Council further called on the Cabinet Secretary for Health to reject this decision of the Board.

## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Wednesday, 08 March 2017	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

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

#### Chair

Councillor Hood, Convener, presided.

#### In Attendance

J McKenzie, Senior Communications Officer (Chief Executive's)(for item 1 only); D Campbell, Assistant Managing Solicitor (Licensing), A McLaughlin, Senior Solicitor (Licensing and Regulatory Services), P Shiach, Committee Services Officer, A Easdon, Licensing Officer (Paralegal) and G McIntosh, Civic Government Enforcement Officer (for item 1 only) (all Finance & Resources).

#### Apologies

Councillors M Brown, McQuade and Mullin.

#### Declarations of Interest

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

## **Additional Item**

The Convener intimated that there was an additional item in relation to an application for Temporary Variation of a Cinema Licence at the Odeon Cinema, Xscape, Development Area 1, Kings Inch Road, Braehead which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 12 of this Minute, was urgent in view of the need to determine the matter timeously authorised its consideration.

### **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.

The report advised that the last Taxi Fare Review was carried out during 2015 with a revised Taxi Fares Scale being fixed. It had been agreed that the revised scale would come into effect on 10 August 2015 however following an appeal to the Traffic Commissioner, the scale did not come into effect until 31 January 2016. That revised scale represented an increase from the previous scale which was in effect, by allowing credit and debit card charges to be included, along with an additional £1 for journeys at specified times during the festive period.

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 and summary proposals were detailed in Appendix 1 to the report. Appendix 2 detailed the tariffs operating in surrounding areas.

The responses received which amounted to four separate proposals were also summarised in paragraphs 3.4.1 to 3.4.4 of the report.

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 31 July 2017.

The Convener proposed that there be no increase in the taxi fares scale proposed for further consultation except that the Glasgow Airport Terminal Departure charge be increased from £1.00 to £1.50, and that the Glasgow Airport pick up and drop off charge of £2.00 be introduced. This was agreed unanimously.

### **DECIDED:**

(a) That there be no increase in the taxi fares scale proposed for further consultation except that the Glasgow Airport Terminal Departure charge be increased from £1.00 to £1.50, and that a Glasgow Airport pick up and drop off charge of £2.00 be introduced;

- (b) That a proposed date of 31 July 2017 be agreed for the proposed taxi fare scale to come into effect;
- (c) That it be noted that, if approved by the Board, the proposals would be advertised in the local press; and
- (d) That it be approved that the last day for lodging representations following the proposed fare scale being advertised shall be one calendar month after the date of publication of that advertisement.

## **Exclusion of the Press and Public**

The Board resolved that the press and public be excluded from the meeting during consideration of items 2a, 2b, 3, 4, 5a, 5b, 8a and 11 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 Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for the grant of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations in respect of the applications: -

- (a) Flavio De Stefano, Flat 2/1, 600A Shettleston Road, Glasgow

There was no appearance by or on behalf of Mr De Stefano. Sergeant Curran and Constable McEwan, 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 De Stefano's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

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

- (b) Roy Henderson, 3/2, 30 St James Street, Paisley

Mr Henderson, the applicant was invited into the meeting together with Sergeant Curran and Constable McEwan, 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.

## **3 Grant of a Private Hire Car Driver's Licence - Personal Appearance**

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

Matthew Steel, 35 Grampian Avenue, Paisley

Mr Steel, the applicant was invited into the meeting together with Sergeant Curran and Constable McEwan, 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.

#### **4 Renewal of a Private Hire Car Driver's Licence - P0243 - Personal Appearance**

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

Shelimur Rahman, 15/5, 160 Charles Street, Glasgow.

Mr Rahman, the applicant was invited into the meeting together with Mr Cohen, solicitor and Sergeant Curran and Constable McEwan on behalf of the Chief Constable who had submitted a representation to application.

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 Provost Hall moved that the application be granted for a reduced period of one year.

Councillor Mylet seconded by Councillor M Devine moved, as an amendment that the application be refused.

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

On a vote being taken, 3 members voted for the amendment and 4 members voted for the motion. The motion was accordingly declared carried.

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

#### **5 Grant of Landlord Registrations - Personal Appearances**

There were submitted the undernoted applications for Landlord Registration. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations in respect of the applications: -

(a) Gordon Brown, 3 Liberton Drive, Edinburgh

Mr Brown, the applicant was invited into the meeting together with Sergeant Curran and Constable McEwan on behalf of the Chief Constable who had submitted a representation to application.



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

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

(b) Christopher Brown, 15 Highgrove Road, Renfrew

Mr Brown, the applicant was invited into the meeting together with Sergeant Curran and Constable McEwan on behalf of the Chief Constable who had submitted a representation to application.

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

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

## **Adjournment**

The meeting adjourned at 12.05 pm and reconvened at 1.30 pm.

## **Sederunt**

Councillors McEwan and Mylet were not in attendance.

## **6 Grant of Landlord Registration - Personal Appearance**

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

Church of Scotland General Trustees, 121 George Street, Edinburgh

Mrs Killean, representing the applicant was invited into the meeting.

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

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

## **7 Grant of a Private Hire Car Driver's Licence - Personal Appearance**

Under reference to item 6 of the Minute of the meeting of this Board held on 18 January 2017 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 second time: -

Lukman Hatmi, Flat 3/1, 14 Kelso Street, Glasgow

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

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

## **8 Renewal of Private Hire Car Drivers' Licences Personal Appearances**

There were submitted the undernoted applications for the renewal of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time: -

(a) Daniel McCargo, 68 Forfar Avenue, Cardonald, Glasgow

Mr McCargo, the applicant was invited into the meeting. Mr McCargo gave undertakings in relation to the renewal of his DVLA licence.

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

**DECIDED:** That the application be granted for a period of two years in light of undertakings given in relation to Mr McCargo's DVLA licence.

(b) Alan Meek, 126 Gilmartin Road, Linwood, Paisley.

Mr Meek, the applicant was invited into the meeting. Mr Meek gave undertakings in relation to the renewal of his DVLA licence.

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

**DECIDED:** That the application be granted for a period of two years in light of undertakings given in relation to Mr Meek's DVLA licence.

## **9 Surrender and Re-issue of a Taxi Operator's Licence - Personal Appearances**

Under reference to item 10 of the Minute of the meeting of this Board held on 18 January, 2017 there was submitted the undernoted application for the surrender and reissue of a Taxi Licence. The applicants had been invited to appear personally for the first time:-

Present Operator: James Holmes, 199 Renfrew Road, Paisley

Proposed Operator: Kenneth Barnes, 10 Springfield Avenue, Paisley

Licence No.: TX154

Mr Holmes and Mr Barnes, the applicants were invited into the meeting. The Convener proposed that the application be granted and this was agreed unanimously.

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

## **10 Renewal of a Taxi Driver's Licence - T1774 - Personal Appearance**

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

Robert Ross, 1 Braemount Avenue, Paisley

Mr Ross, the applicant was invited into the meeting. Mr Ross gave undertakings in relation to the renewal of his DVLA licence.

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

**DECIDED:** That the application be granted for a period of two years in light of undertakings given in relation to Mr Ross' DVLA licence.

## **11 Request for Exemption from Assisting Wheelchair Passengers - T1796 - Personal Appearance**

There was submitted the undernoted request to be exempt from assisting wheelchair passengers. The applicant had been asked to appear personally for the first time: -

John Sandells, 52 Beechwood Road, Cumbernauld

Mr Sandells, the applicant, was invited into the meeting. After consideration of all matters before the Board the Convener proposed that Mr Sandell'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 Sandell's request for exemption from assisting wheelchair passengers be granted for the duration of his current Taxi Driver's Licence.

## **12 Temporary Variation of a Cinema Licence - Odeon Cinema, Xscape, Development Area 1, Kings Inch Road, Braehead**

There was submitted the undernoted application for the Temporary Variation of a Cinema Licence: -

Odeon Cinema, Xscape, Development Area 1, Kings Inch Road, Braehead.

The Convener proposed that the application to vary the licence and disapply conditions 2a and 2b to allow the showing of an unclassified film "Ice Guardians" on Monday 27 March 2017 at 19.00 until 22.00 on any screen within the cinema be granted. This was agreed unanimously.

**DECIDED:** That the application to vary the licence and disapply conditions 2a and 2b to allow the showing of an unclassified film "Ice Guardians" on Monday 27 March 2017 at 19.00 until 22.00 on any screen within the cinema be granted.



## Minute of Meeting

### Education and Children Policy Board

Date	Time	Venue
Thursday, 09 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor Lorraine Cameron, Councillor Roy Glen, Councillor Jacqueline Henry, Councillor John Hood, Mr Iain Keith, Councillor Brian Lawson, Councillor Paul Mack, Councillor Kenny MacLaren, Councillor Mark Macmillan, Councillor Iain McMillan, Councillor Alexander Murrin, Councillor Will Mylet, Councillor Bill Perrie, Councillor Jim Sharkey, Councillor Maureen Sharkey, Councillor Tommy Williams

#### Chair

Councillor Henry, Convener, presided.

#### In Attendance

P Macleod, Director of Children's Services; P Quinn, Assistant Director – Schools, D Hawthorn, Head of Childcare and Criminal Justice, G McKinlay, Head of Schools, A Conboy, Education Manager and A Hall, Education Manager (all Children's Services); and G McLachlan, Senior Finance Manager and D Low, Senior Committee Services Officer (both Finance & Resources).

#### Apologies

Councillor McQuade, Reverend Clark and Mr Nellaney.

#### Declarations of Interest

Councillor Cameron declared a non-financial interest in item 8 of the agenda as she was a volunteer with Home-start Renfrewshire and indicated her intention to remain in the meeting during consideration of the item and to take part in any discussion or voting thereon.

## **Additional Item**

The Convener intimated that there was an additional item of business in relation to a presentation on the Mother Tongue Other Tongue multilingual poetry project which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 13 below was urgent in view of the need to acknowledge the pupil contributors to the competition, authorised its consideration.

### **1 Revenue Budget Monitoring Report**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Children's Services for the service for the period 1 April 2016 to 6 January 2017.

#### **DECIDED:**

- (a) That the budget position be noted; and
- (b) That it be noted that since the last report there had been a number of budget adjustments resulting in a net decrease of £83,000, partly due to the transfer of budget to the Corporate Landlord for property repairs and a transfer of Grounds Maintenance budget to Community Resources.

### **2 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the service for the period 1 April 2016 to 6 January 2017.

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

### **3 Community Justice Renfrewshire Draft Local Outcomes Improvement Plan 2017/18**

There was submitted a report by the Director of Children's Services relative to the requirement in terms of the Community Justice (Scotland) Act 2016 that statutory partners work together to prepare a Community Justice Local Outcomes Improvement Plan (the Plan) for their local authority area for submission to Community Justice Scotland by 31 March 2017.

The report intimated that Community Justice Renfrewshire had produced the Plan, appended to the report, which set out Community Justice Renfrewshire's assessment against national outcomes and identified local priorities for action along with a participation statement detailing actions taken to involve community bodies and third sector bodies in community justice and the preparation of the Plan. The draft Plan had been sent for consultation to Community Justice Scotland and wider community consultation had also taken place.

#### **DECIDED:**

- (a) That the Plan, as appended to the report, be approved;
- (b) That the Lead Officer, Community Justice Renfrewshire be authorised to make such minor changes to the Plan that may arise through consultation; and

(c) That it be noted that the Plan required to be submitted to Community Justice Scotland by 31 March 2017.

#### **4 Education (Scotland) Act 2016 - Commencement of Gaelic Provisions**

There was submitted a report by the Director of Children's Services relative to several provisions contained in the Education (Scotland) Act relative to Gaelic medium education. These included placing a duty on education authorities to promote and support Gaelic medium education (GME) and Gaelic learner education (GLE) in their area and the establishment of a process by which parents could request GME from their education authority.

The report outlined the key properties of GME and GLE and advised that the Council had developed an action plan to address the requirements of the provisions which commenced on 1 February 2017. A copy of the action plan was appended to the report.

**DECIDED:** That the changes to the legislation be noted and that the local authority action plan appended to the report be approved.

#### **5 Consultation on Draft Head Teacher and Training Standards (Scotland) Regulations**

There was submitted a report by the Director of Children's Services relative to the publication of the Draft Head Teacher and Training Standards (Scotland) Regulations by the Scottish Government and the launch of a consultation on the need for all new head teachers to hold the standard for headship by August 2019. A copy of the proposed Council response to the consultation was appended to the report.

**DECIDED:** That Renfrewshire Council's response to the consultation to the consultation on Draft Head Teacher and Training Standards (Scotland) Regulations, as appended to the report, be approved.

#### **6 Presentation - Developing the Young Workforce**

A Hall, Education Manager, gave a presentation on the provision of support in schools to help develop the young workforce and promote positive destinations for school leavers.

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

#### **7 Early Learning and Child Care to Primary Transfer of Information**

There was submitted a report by the Director of Children's Services relative to the development of revised guidelines to provide a consistent format for use by all early learning and childcare establishments for the transfer of information as children transitioned from early learning and childcare services to primary school. A copy of the Transfer of Information Guidelines Early Learning and Childcare to Primary 2017 was appended to the report.

**DECIDED:** That the revised early learning and childcare to primary transfer of information guidelines as appended to the report be approved.

## **Declaration of Interest**

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

### **8 Distribution of Funding to Support Services for Children and Families 2017/18**

There was submitted a report by the Director of Children's Services relative to the distribution of funding to a range of private and voluntary sector organisations which delivered services for families and young children.

Appendix 1 to the report provided an overview of the proposed allocations for payments to other bodies and grants for out-of-school care and voluntary sector playgroups for 2016/17; Appendix 2 to the report detailed allocations to out-of-school care groups for 2016/17 on the basis of the criteria and related points applied to each group; and Appendix 3 to the report detailed the allocation to pre-five voluntary sector playgroups and toddler groups.

#### **DECIDED:**

- (a) That the resource allocation of £575,997 to support the delivery of services for children and young people, as detailed in Appendix 1 to the report, be approved;
- (b) That the proposals for the allocation of grant funding for out-of-school care and pre-five voluntary sector, as detailed in Appendices 2 and 3 to the report, be approved; and
- (c) That the current points value of £200 for awarding grant assistance to out-of-school care providers be retained.

### **9 Pupil Equity Fund**

There was submitted a report by the Director of Children's Services relative to the distribution of funding directly to schools, targeted at closing the poverty related attainment gap, in terms of the Pupil Equity Fund. A table showing the amount of funding awarded to each school was appended to the report.

The report intimated that schools in Renfrewshire would receive £1,200 in 2017/18 for each child in Primary 1 to S3 who was eligible and registered for free school meals. The funding would be focused on activities and interventions that would lead to improvements in literacy, numeracy and health and wellbeing. Schools were developing proposals and plans which met the national criteria and council priorities and would identify the issues to be addressed and the target group of pupils most in need of additional support based on an analysis of local evidence and data.

#### **DECIDED:**

- (a) That the money being distributed to each school through the Pupil Equity Fund be noted; and
- (b) That it be noted that schools were working in partnership with the directorate to develop plans which met the national criteria and council priorities.



## **10 Removal of Roll Caps at Houston Primary School and Rashielea Primary School**

There was submitted a report by the Director of Children's Services relative to the removal of roll caps at Houston Primary School and Rashielea Primary School.

The report intimated that the Council had previously agreed a roll cap of 66 at all stages in Houston Primary School and a roll cap of 60 to the Primary 1 intake of Rashielea Primary School. Following the implementation of Standard Circular 60 "The Capacity of Primary Schools" it became evident that the roll caps were redundant and that a fuller investigation of limiting the class sizes in Houston and Rashielea Primary Schools was required. The investigation found that the physical size of the classroom spaces could accommodate larger numbers than the caps were allowing and it was recommended that the caps in these schools be permanently removed.

**DECIDED:** That it be agreed that the roll caps at Houston and Rashielea Primary Schools be removed.

## **11 Voluntary Sector Grants**

There was submitted a report by the Director of Children's Services relative to applications received for grant support to voluntary and independent organisations for 2017/18. Recommendations for grant support allocations to specific voluntary sector organisations totalling £82,600 were detailed in the appendices to the report.

**DECIDED:**

(a) That the recommendations for grant support to voluntary organisations, as detailed in the appendices to the report, be agreed; and

(b) That it be noted that all grants would be subject to the Council's conditions of grant.

## **12 Church Representatives on Committees Appointed by Education Authorities**

There was submitted a report by the Director of Finance & Resources relative to the requirement that where an education authority appointed a committee whose purposes included advising the authority on any matter related to the discharge of their functions as education authority or discharge of any of those functions of the authority on their behalf, three of the members to be appointed (who should not be members of the education authority) should be church representatives.

In accordance with the Act one of the three places required to be filled by a nomination from the Church of Scotland and one by the Roman Catholic Church. The existing church members' appointments to the Education & Children Policy Board would not continue beyond the local government election to be held on 4 May 2017. It was anticipated, however, that the new Council would appoint a committee or board with a remit relating to education functions and it was proposed therefore that the Church of Scotland and the Roman Catholic Church be invited to nominate their respective representatives in order that these may be reported to the statutory meeting of the new Council.

The report noted that in relation to the selection of the third person, the Act specified that the authority should have regard, taking account of the representation of the Roman Catholic Church and the Church of Scotland to the comparative strength within the area of all the churches and denominational bodies having duly constituted charges or other appointed places of worship therein. It was proposed that, as had been the practice previously, to place an advertisement in the local and the national press to seek nominations for the third representative and, in addition, to draw the advertisement to the attention of major denominations throughout Renfrewshire, which would include ethnic minority organisations.

**DECIDED:**

- (a) That it be noted that the existing church members' appointments to the Education & Children Policy Board would not continue beyond the local government election to be held on 4 May 2017;
- (b) That it be agreed that the Church of Scotland and the Roman Catholic Church be invited to nominate their respective representatives to the committee or board which may be established by the new Council to deal with education functions, and that these would be reported to the statutory meeting of the new Council; and
- (c) That an advertisement be placed in the local and national press to seek nominations for the third church representative and that this advertisement be drawn to the attention of major denominations throughout Renfrewshire, which would include ethnic minority organisations, and that a report on the responses to the advertisement be submitted to the statutory meeting of the new Council.

### **13 Mother Tongue, Other Tongue**

The Head of Schools introduced a video relative to the Mother Tongue, Other Tongue competition which encouraged children, who did not speak English as a first language, to create a lullaby, poem, rap or song from their mother tongue accompanied by a short commentary in English detailing the inspiration behind their writing. He advised that a number of pupils from Renfrewshire schools had been successful in their submissions to the competition.

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

## Minute of Meeting

### Housing & Community Safety Policy Board

Date	Time	Venue
Tuesday, 14 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor John Caldwell, Councillor Eddie Devine, Councillor Margaret Devine, Councillor Jacqueline Henry, Councillor Brian Lawson, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Alexander Murrin, Councillor Allan Noon, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor Tommy Williams

#### Chair

Councillor Williams, Convener, presided.

#### In Attendance

S MacDougall, Director of Community Resources; D Gillies, Head of Facilities Management, O Reid, Head of Public Protection, C Dalrymple, Regulatory Enforcement Manager and D Kerr, Service Co-ordination Manager (all Community Resources); F Carlin, Head of Planning & Housing Services, L Muirhead, Housing Strategy & Quality Manager and L Feely, Housing Asset and Investment Manager (all Development & Housing Services); and J Lynch, Head of Property Services, D Farrell and J McIntyre, both Finance Business Partners and D Low, Senior Committee Services Officer (all Finance & Resources).

#### Also in Attendance

Chief Inspector S Wright (Police Scotland); and D Proctor, Local Senior Officer and P Devlin, Group Manager (both Scottish Fire and Rescue Service).

#### Apology

Councillor McGurk.

## **Declarations of Interest**

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

### **1 Revenue Budget Monitoring Report**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Development & Housing Services for the period 1 April 2016 to 6 January 2017.

#### **DECIDED:**

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

### **2 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of the Housing Division of Development & Housing Services for the period 1 April 2016 to 6 January 2017.

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

### **3(a) Scottish Fire and Rescue Service Scrutiny Report**

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to service performance and activities in the Renfrewshire area for the period 1 December 2016 to 31 January 2017.

The report highlighted improvements across a range of performance indicators and identified areas where further interventions were required. Over the period there had been a decrease in the number of accidental dwelling fires from 46 in the same period in 2015 to 23 in the current reporting period; the total number of all non-fatal fire casualties had decreased from 11 to 4; the total number of incidents involving deliberate fire raising had increased from 22 to 74; the total number of fires in non-domestic premises had decreased from 15 to 11; the number of unwanted fire alarm signal incidents had increased from 98 to 110; and the total number of non-fatal road traffic collisions attended by the Service had increased from 11 to 13. The appendix to the report provided a detailed analysis of performance and activities.

The report also detailed a number of priorities and interventions, specifically highlighting activities carried out in connection with Renfrewshire Safety Hub; the promotion of fire safety in the home; the holding of two 'firesetter' intervention events with young people who had a fascination with fire; the holding of a number of information/awareness events to support the work of the SFRS Winter Thematic Action Programme; and the number of home safety visits carried out in Renfrewshire during the reporting period.

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

### **3(b) Renfrewshire Local Fire and Rescue Plan Review 2014/17**

There was submitted the Renfrewshire Local Fire and Rescue Plan Review 2014/17 which informed the Scottish Fire and Rescue Service (SFRS) how well it was performing against its existing priorities as well as highlighting areas for continued improvement and opportunities for change.

The Review set out local performance data and intimated that three priority areas had achieved or exceeded the target and three priority areas had not achieved the target and had seen an increase in the three-year average figure. The review proposed six priority areas to be included in the new Local Fire and Rescue Plan for Renfrewshire: domestic safety; unintentional injury and harm; deliberate fire setting; non-domestic fires; unwanted fire alarm signals; and operational resilience and preparedness.

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

## **4 Police Scotland Scrutiny Report**

There was submitted a report by the Chief Superintendent, K Division Police Scotland, relative to service performance in the Renfrewshire area during the period 1 November 2016 to 3 January 2017. The report provided an analysis of key performance indicators for both recorded and detected crime and covered all local police plan priority areas as detailed in the local police plan.

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

## **5 Police 2026 - 10 Year Strategy for Policing in Scotland Consultation**

There was submitted a report by the Director of Community Resources relative to the Police 2026 – 10 Year Strategy for Policing in Scotland consultation which would end on 8 May 2016.

The report intimated that the 10-year strategy was the foundation for fulfilling the strategic Scottish policing priorities of localism, inclusion, prevention, response, collaborative working, accountability and adaptability. The strategy would be subject to a three-yearly planning process throughout the period of the strategy to ensure that the focus and priorities remained accurate and valid. The strategy would be reviewed and refreshed by the Scottish Police Authority and Police Scotland every three years.

**DECIDED:**

(a) That the consultation on the Police 2026 strategy be noted; and

(b) That it be noted that the consultation was currently open and with responses required by the closing date of 8 May 2017.

## **6 Consultation on HM Inspectorate of Constabulary in Scotland (HMICS) Scrutiny Plan 2017/18**

There was submitted a report by the Director of Community Resources relative to the development of Her Majesty's Inspectorate of Constabulary, Scotland (HMICS) annual Scrutiny Plan to deliver a planned programme of inspection for 2017/18.

The report intimated that HMICS sought the views of key stakeholders on the proposed inspections and any topical, high risk or emerging areas in policing that could be included within the 2017/18 annual inspection programme. HMICS had already committed to developing a self-assessment inspection process for local policing as well as thematic inspections on Forensic Services, Cyber Policing, Counter Terrorism and Undercover Policing. They would also undertake their first statutory inspection of the Scottish Police Authority, with a particular focus on its new governance arrangements and oversight of transformational change, finance, people, audit and policing. HMICS was also committed to a joint inspection of British Transport Police with HMIC in England and Wales and to their ongoing joint scrutiny of Children's Services with the Care Inspectorate.

The final date for submissions on the consultation was 17 February 2017 and the Director of Community Responses had submitted a response on behalf of the Council, a copy of which was appended to the report.

### **DECIDED:**

- (a) That the consultation on the HMICS annual scrutiny plan be noted; and
- (b) That the action of the Director of Community Resources in submitting a response on behalf of the Council as appended to the report be homologated.

## **7 Renfrewshire MARAC Audit by SafeLives**

There was submitted a report by the Director of Community Resources relative to an update on the outcomes and observations raised in a recent audit of the Renfrewshire MARAC process which had been undertaken by SafeLives, a national charity dedicated to ending domestic abuse. The audit had been carried out in October 2016, a year after MARAC had been established in Renfrewshire as part of the Scottish MARAC Development Programme.

The report advised that the audit looked at all aspects of the working of MARAC and provided observations, recommendations and examples of good practice where appropriate in the areas of identification of domestic abuse; referrals; multi-agency engagement; support for victims; information sharing; action planning; number of cases; equality; operational support; and governance. The report intimated that overall the audit had been positive and section 3 of the report highlighted seven areas of good practice.

The audit had been reviewed by the Gender Based Violence Steering Group and an action plan was being created to ensure recommended improvements were implemented. Progress against implementation of the action plan would be overseen by the Community Safety and Public Protection Steering Group.

**DECIDED:**

- (a) That the recent audit of the Renfrewshire MARAC process which was carried out by SafeLives as part of the Scottish MARAC Development Programme be noted; and
- (b) That the seven areas of good practice identified in the report be noted.

**8 Community Safety Partnership, Operational Update**

There was submitted an update report by the Director of Community Resources relative to recent activities carried out in relation to public protection including environmental enforcement and improvement activities; protecting vulnerable residents; building safer communities; diversionary activities; and strategic Police Scotland priorities.

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

**9 Disposal of Land Adjacent to 53 Spencer Drive, Paisley**

There was submitted a report by the Director of Finance & Resources seeking approval to declare the area of land adjacent 53 Spencer Drive, Paisley surplus to requirements, as outlined on plan E2586, a copy of which was appended to the report.

**DECIDED:**

- (a) That the area of land located adjacent to 53 Spencer Drive, Paisley, shown on the attached plan, be declared surplus to requirements;
- (b) That this land be sold to the adjoining proprietor of 53 Spencer Drive, Paisley, on such terms and conditions as may be negotiated by the Head of Property Services under delegated powers;
- (c) That the Head of Corporate Governance be authorised to conclude the sale incorporating into the bargain such terms and conditions as may be deemed necessary to protect the Council's interest;
- (d) That it be noted that the Head of Planning & Housing Services would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space; and
- (e) That it be noted that the disposal of this land would have deemed consent from Scottish Ministers in terms of regulations for proposed disposal of HRA land and property.

**10 Orchard Street Housing Renewal Area Designation Order 2017**

Under reference to item 13 of the Minute of the meeting of this Board held on 8 November 2015, there was submitted a report by the Director of Development & Housing Services relative to the formal implementation of the finalised Orchard Street Housing Renewal Area Designation Order and Action Plan, a copy of which was appended to the report.

Following the approval of the draft Order on 8 November 2015 a consultation had been launched. The report summarised the responses received to the consultation from non-resident landlords, resident owners and commercial owners. The finalised order would be issued to owners and residents and Paisley Housing Association would commence negotiations with owners over the acquisition of properties or their participation in the project. The report estimated that work on site would commence in 2019/20 and would be completed in late 2021.

### **DECIDED:**

- (a) That the consultation activity and feedback received on the Orchard Street draft Designation Order as detailed in section 4 of the report be noted;
- (b) That the Director of Development & Housing Services be authorised to make a Housing Renewal Area Designation Order and Action Plan covering 33 Causeyside Street and 3,5,7 and 9 Orchard Street subject to the terms appended to the report;
- (c) That it be noted that the grants to participating owners would be offered in line with the Council's Scheme of Assistance as set out in section 4.6 of the report;
- (d) That the estimated private sector housing grant required to support owners participating in the scheme and to support environmental work as set out in section 5 of the report be noted; and
- (e) That it be agreed that in circumstances where owners retained ownership of their property and did not voluntarily agree to fund their share of the common works or necessary repairs to their flat, the Council would enforce necessary works by carrying out that work and putting in place measures to recover the cost of the work.

## **11 Housing Energy Efficiency and Carbon Reduction Programmes 2017/18**

There was submitted a report by the Director of Development & Housing Services relative to the projects which would be submitted for funding in 2017/18 under the Scottish Government's Home Energy Efficiency Programme for Scotland: Area Based Schemes (HEEPS:ABS) initiative and updating members on the Scotland's Energy Efficiency Programme (SEEP) pilot programme.

The report intimated that over the last four years a total of £10.235 million had been secured for Renfrewshire through HEEPS:ABS programmes. The Scottish Government had announced that Renfrewshire's allocation for 2017/18 would be £1,380,417 and the report advised that, following consultation with Housing Association partners, a bid of £1,380,417 would be submitted to the Scottish Government for external wall insulation projects.

The report advised that, subject to a successful application for the HEEPS:ABS funding, external wall insulation projects would also require financial support through the partners' own financial resources and the Energy Company Obligation (ECO) programme. Details of the Council's external wall insulation project were appended to the report and the Council's contribution towards these works would be met from the Housing Revenue Account Capital Programme.



The Scottish Government had indicated that local authorities would be advised of approved HEEPS:ABS projects in early April 2017 and a report would be submitted to the next meeting of this Board advising members of the outcome of the application process.

The report also updated members on the Scotland's Energy Efficiency Programme (SEEP) which was launched in January 2016 with the aim of improving the energy efficiency rating of domestic and non-domestic buildings over a 15-20 year period. The Scottish Government had indicated that up to £11 million would be available in 2017/18 and sought expressions of interest from local authorities in March 2017 for pilot projects. The Council was considering its strategy to respond to the requirements of the SEEP pilot programme for 2017/18 and seeking to identify whether the Council could support or deliver any potential projects that would meet the requirements of SEEP funding. Any applications for funding would be reported to a future meeting of this Board.

### **DECIDED:**

- (a) That it be noted that Renfrewshire Council had been allocated £1,380,417 for 2017/18 for qualifying projects as part of the Scottish Government's HEEPS:ABS programme;
- (b) That the Director of Development and Housing Services be authorised to bid for projects as set out in Section 3 of the report;
- (c) That the Director of Development and Housing Services be authorised to oversee the delivery and operational management of the programme;
- (d) That it be noted that a further report would be submitted to the Board confirming the outcome of the HEEPS:ABS application; and
- (e) That the position with the SEEP pilot programme be noted and the approach being adopted as set out in Section 4 of the report be approved.

## **12 Private Sector Housing Investment Programme 2017/18**

There was submitted a report by the Director of Development & Housing Services relative to the Private Sector Housing Investment Programme requirements for 2017/18 to support owner participation on a range of programmes including a carry forward of grant support for the proposed housing renewal project at Orchard Street which was subject to a separate report at this meeting of the Board. The proposed programme was appended to the report.

The proposed programme for 2017/18 detailed expenditure of £2.926 million based on the resource availability of £2.5 million for financial year 2017/18, as approved by Council on 16 February 2017, augmented by a reprofiling of resources amounting to £0.226 million from financial year 2016/17 and a £0.2 million contribution from the Renfrewshire Health & Social Care Partnership Integration Joint Board. The key elements of the programme included adaption grants providing assistance to older and disabled owners; Housing Investment Programme and other projects; salaries for staff engaged on private sector investment; and support to the private rented sector and miscellaneous fees.

**DECIDED:**

(a) That the Private Sector Housing Grant Investment Programme for the period 2017/18 as set out in the appendix to the report be approved; and

(b) That the requirement for the Council to review the ongoing procurement, management and delivery of private sector adaptations with the Renfrewshire Health and Social Care Partnership (RHSCP) Integration Joint Board as a result of the expiry of the existing contract with Care & Repair Renfrewshire in October 2017 be noted.

**EXCLUSION OF PRESS AND PUBLIC**

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

**13 Building Services Trading Budget Monitoring Report**

There was submitted a report by the Director of Community Resources relative to the financial position of Building Services as at 6 January 2017.

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

## Minute of Meeting

### Planning & Property Policy Board

Date	Time	Venue
Tuesday, 14 March 2017	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor John Caldwell, Councillor Eddie Devine, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Terry Kelly, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Alexander Murrin, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Maureen Sharkey

#### Chair

Councillor Kelly, Convener, presided.

#### In Attendance

F Carlin, Head of Planning & Housing Services, D Bryce, Development Standards Manager, A Finlayson, Assistant Manager Development Standards, S Marklow, Assistant Manager – Policy and L Muirhead, Housing Strategy & Development Manager (all Development & Housing Services); and J Lynch, Head of Property Services, F Hughes, Asset Manager, J McIntyre, Assistant Business Partner, N Young, Assistant Managing Solicitor (Litigation and Advice), A McLaughlin, Senior Solicitor and K Brown, Committee Services Officer (all Finance & Resources).

#### Also in Attendance for the Pre-Determination Hearing

Planning Application 16/0806/PP

C Plenderleith and B Bannerman (representing Leith Planning Ventures Limited), S Nicholls (representing Leith Planning Limited), D Adam (representing Lochwinnoch Community Council), K Uppington and K MacKendrick.

#### Apologies

Councillors Hood and McGurk.

## Declarations of Interest

Councillors Audrey Doig and M Sharkey declared a non-financial interest in item 7 of the agenda as they were members of the Renfrewshire Valuation Joint Board and indicated it was their intention to take part in the discussion and voting thereon.

Councillor Audrey Doig declared a financial interest in item 9 of the agenda as she was an employee of Renfrewshire Leisure Limited and indicated that it was her intention to leave the meeting and not to take part in the discussion and voting thereon.

## Sederunt

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

### 1 **Pre-Determination Hearing - Site on Northern Boundary of Beech Burn, Johnshill, Lochwinnoch**

Planning application reference 16/0806/PP – Leith Planning Ventures Ltd: Site on Northern Boundary of Beech Burn, Johnshill, Lochwinnoch - Erection of residential development (in principle).

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

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

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

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

The Convener thanked everyone for their participation in the hearing.

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

## **Adjournment**

The meeting adjourned at 4:05 pm and reconvened at 4:10 pm.

## **Sederunt**

Councillor Murrin was not present when the meeting reconvened.

### **2 Revenue Budget Monitoring Report**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources, Community Resources and Development & Housing Services for the Planning and Property & Construction Services Divisions for the period 1 April 2016 to 6 January 2017.

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

### **3 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the Planning Service and Corporate Projects (Property) Divisions for the period 1 April 2016 to 6 January 2017.

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

### **4 Shop Premises at 32 Glenburn Road, Paisley**

There was submitted a report by the Director of Finance & Resources relative to the provisional terms and conditions agreed for a new lease of the shop premises at 32 Glenburn Road, Paisley.

**DECIDED:** That the Heads of Property Services and Corporate Governance be authorised to conclude a new lease of shop premises at 32 Glenburn Road, Paisley, on the basis of the main terms and conditions detailed within the report.

### **5 Shop Premises at 66 Netherhill Road, Paisley**

There was submitted a report by the Director of Finance & Resources relative to the provisional terms and conditions agreed for a new lease of the shop premises at 66 Netherhill Road, Paisley.

**DECIDED:** That the Heads of Property Services and Corporate Governance be authorised to conclude a new lease of shop premises at 66 Netherhill Road, Paisley, on the basis of the main terms and conditions detailed within the report.

### **6 Former Foxbar Civic Amenity Site, Leitchland Road, Paisley**

There was submitted a report by the Director of Finance & Resources seeking consent to lease the former Foxbar Civic Amenity Site at Leitchland Road, Paisley.

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

## **Declarations of Interest**

Councillors Audrey Doig and M Sharkey, having previously declared an interest in the following item of business remained in the meeting.

### **7 The Robertson Centre, 16 Glasgow Road, Paisley**

There was submitted a report by the Director of Finance & Resources seeking approval to extend the lease to the Renfrewshire Valuation Joint Board (RVJB) for the Robertson Centre, 16 Glasgow Road for a further four years.

#### **DECIDED:**

(a) That the Heads of Property Services and Corporate Governance be authorised to agree to a lease extension with the RVJB for the subjects known as the Robertson Centre, 16 Glasgow Road, Paisley, PA1 3QF; and

(b) That it be noted that the lease extension was for a period of four years until 31 March 2024 but would be subject to a rent review as of 31 March 2020.

### **8 Site of Abattoir, Sandyford Road, Paisley**

There was submitted a report by the Director of Finance & Resources seeking consent to the disposal of land at Sandyford Abattoir, Sandyford Road, Paisley to the Council's sitting tenant, Sandyford Abattoir (Paisley) Limited, on the basis of the terms and conditions detailed within the report.

#### **DECIDED:**

(a) That the sale of the 3.5 hectares (8.64 acres) plot of land, as detailed on the plan (E2595) appended to the report, to Sandford Abattoir (Paisley) Limited in order to facilitate their redevelopment/refurbishment plans be approved;

(b) That the Heads of Property Services and Corporate Governance be authorised to conclude the disposal of the land at Sandyford Road, Paisley, as shown as the shaded area on the plan (E2595) appended to the report, to Sandyford Abattoir (Paisley) Limited, subject to the terms and conditions detailed within the report; and

(c) That the shaded area of ground as detailed on the plan (E2595) appended to the report be declared surplus to requirements in order to progress the proposed disposal to Sandyford Abattoir (Paisley) Limited.

## **Declaration of Interest**

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

## **9 Barwood Park, Erskine - Long Lease Request**

There was submitted an update report by the Director of Finance & Resources relative to the request from Erskine Youth Football Club (EYFC) for a long term lease of the football pitches at Barwood Park, Erskine and associated pavilion.

### **DECIDED:**

- (a) That the Head of Property Services be authorised to continue discussions with EYFC regarding their interest in securing a long lease for the football pitches (including the pavilion) at Barwood Park, Erskine;
- (b) That the renunciation of the existing lease from the Council to Renfrewshire Leisure Limited be approved, subject to EYFC providing a satisfactory business plan;
- (c) That the Head of Corporate Governance be authorised to conclude the proposed 30-year lease on the terms detailed within the report, subject to EYFC providing a satisfactory business case approved by the Heads of Finance and Property Services;
- (d) That it be noted that the Board of Renfrewshire Leisure Limited would require to confirm its agreement to the lease renunciation; and
- (e) That it be noted that the Board could anticipate that it would be asked to consider a future planning application by the club as it had aspirations to develop the pavilion and new facilities within the site subject to funding.

### **Sederunt**

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

## **10 Co-op, Wellmeadow Street, Paisley**

Under reference to item 7 of the Minute of the meeting of the Board held on 17 May 2016, there was submitted a report by the Director of Finance & Resources seeking authority to amend the previously approved provisional terms and conditions agreed with the Co-op for the disposal of the Council's ground lease interest of the premises at Wellmeadow Street, Paisley.

### **DECIDED:**

- (a) That the Heads of Property Services and Corporate Governance be authorised to conclude the disposal of the Council's two ground lease interests at Wellmeadow Street, Paisley to the Co-op on the basis of the amended purchase price of £125,000 and the conditions contained within the report;
- (b) That it be noted that at this time the offer received for the Council's interest was linked with the onward disposal by the Co-op of the subjects to Sanctuary Housing Association; and
- (c) That it be noted that should the proposed disposal to Sanctuary Housing Association not proceed, for whatever reason, then both leases would remain in place.

## **11 "Places, People and Planning": The Scottish Government's Consultation on the Future of the Scottish Planning System**

There was submitted a report by the Director of Development & Housing Services relative to the Scottish Government's consultation on the future of the Scottish planning system.

The report intimated that the Scottish Government published its consultation document on the future of the planning system in Scotland, 'People, Places and Planning' on 10 January 2017 with a closing date for submissions by 4 April 2017.

The report provided a synopsis of the Scottish Government's consultation and detailed the four key areas of change supplemented by a series of linked proposals advocated by the consultation. A full response on the 38 individual consultation questions would be submitted by the Director of Development & Housing Services prior to the consultation closing date and it was anticipated that a new Planning Bill would be published by the end of 2017 which would then be put before the Scottish Parliament.

### **DECIDED:**

(a) That it be agreed that the report be submitted in response to the key questions set by the Scottish Government in relation to the consultation on the future of the planning system in Scotland; and

(b) That the Director of Development & Housing Services be authorised to provide a full response on all of the consultation questions to the Scottish Government prior to the closing date of 4 April 2017.

## **12 Centre Strategies - Braehead and Linwood**

There was submitted a report by the Director of Development & Housing Services relative to the centre strategies for Braehead and Linwood.

The report intimated that draft centre strategies had previously been approved for Braehead and Linwood as the basis for consultation with local communities and key stakeholders. A publicity and consultation exercise was undertaken in late 2015 and a summary of representations received from the consultation was presented to the Board on 26 January 2016. The outcomes from the consultation exercise had been considered and finalised strategies for Braehead and Linwood prepared, copies of which were appended to the report.

**DECIDED:** That the centre strategies for Braehead and Linwood be approved.

## **13 Renfrewshire Local Development Plan - Housing Land Supply Supplementary Guidance (Update)**

Under reference to item 9 of the Minute of the meeting of the Board held on 10 November 2015, there was submitted a report by the Director of Development & Housing Services relative to the Renfrewshire Housing Land Supply Supplementary Guidance.



The report intimated that in the current adopted Renfrewshire Housing Land Supply Supplementary Guidance (December 2015) the shortfall in private sector housing land was identified as 755 private sector units. Following monitoring and review of the housing land supply through the Renfrewshire Housing Land Audit 2016 the shortfall had been reduced to 230 private sector units and the Supplementary Guidance required to be updated to reflect this change. A copy of the updated Supplementary Guidance was appended to the report.

**DECIDED:**

(a) That the reduction in the housing land supply shortfall from the adopted Renfrewshire Local Development Plan be noted; and

(b) That the updated Renfrewshire Housing Land Supply Supplementary Guidance, as appended to the report, be approved.

## **14 Proposal of Application Notices**

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

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

## **15 Planning Applications**

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

(a) 16/0669/PP – Ward 10: Full Planning Permission: Erection of 8 detached dwelling houses and 14 flats with associated roads, parking and landscaping: Golf course, Old Ranfurly Golf Club, Ranfurly Place, Bridge of Weir, PA11 3DE: CALA Homes (West) Ltd.

Councillor Kelly, seconded by Councillor B Brown, moved that the application be granted subject to the conditions and reasons detailed within the report.

Councillor J MacLaren, seconded by Councillor Nicolson, moved as an amendment that the application be refused for the following reasons:

1. That the proposal was contrary to the adopted Renfrewshire Local Development Plan which had approved the building of nine properties in this location.
2. The proposal would result in the over-development of Bridge of Weir and have further impact in terms of the capacity of schools and infrastructure including flooding issues in the local area.
3. The proposed design, massing and layout of the proposal and in particular the placement of the flats would not be in keeping with the local area and have an adverse impact on surrounding buildings, the site should be a low density site.
4. That the proposed widening of Lawmarnock Road was insufficient to alleviate both pedestrian access and road safety concerns.

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

The following members voted for the motion: Councillors B Brown, Caldwell, E Devine, Gilmour and Kelly.

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

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

1. That the proposal was contrary to the adopted Renfrewshire Local Development Plan which had approved the building of nine properties in this location.
2. The proposal would result in the over development of Bridge of Weir and have further impact in terms of the capacity of schools and infrastructure including flooding issues in the local area.
3. The proposed design, massing and layout of the proposal and in particular the placement of the flats would not be in keeping with the local area and have an adverse impact on surrounding buildings, the site should be a low density site.
4. That the proposed widening of Lawmarnock Road was insufficient to alleviate both pedestrian access and road safety concerns.

(b) 16/0901/PP – Ward 7: Approval of matters specified in conditions 2, 4, 6, 7, 8, 9 and 10 of planning permission in principle 15/0470/PP (Erection of residential development with associated access, infrastructure and landscaping): Site 30 metres South of Nos 2 to 28, Abbey Road, Elderslie, Johnstone: BDW Trading Limited.

Councillor Kelly, seconded by Councillor B Brown, moved that the application be granted subject to the conditions and reasons detailed within the report.

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

1. That the proposal had not sufficiently assessed the mining implications and associated flooding in the area and the mining risk assessment remediation proposals were insufficient to alleviate the issues within the proposed development, accordingly the conditions had not been complied with.

On the roll being called, the following members voted for the amendment: Councillors Caldwell, J MacLaren and M Sharkey.

The following members voted for the motion: Councillors B Brown, E Devine, Gilmour, Kelly and Mylet.

The following members abstained: Councillor Audrey Doig, K MacLaren and Nicolson.

3 members having voted for the amendment, 5 members having voted for the motion and 3 members having abstained, the motion was accordingly declared carried.

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

(c) 17/0025/PP – Ward 10: Planning Permission in Principle: Variation of condition 11 (Implementation of mitigation measures at Junction 29 (St James Interchange)) and condition 12 (construction of proposed M8 junction at Bishopton) of planning permission 12/0584/PP: Royal Ordnance, Station Road, Bishopton, PA7 5NJ: BAE Systems.

**DECIDED:** That the application be granted subject to the conditions and reasons detailed within the report and a Section 75 Agreement.

(d) 16/0905/PP – Ward 4: Approval of matters specified in conditions 2, 3, 4, 5, 8, 11 and 12 of planning permission 16/0644/PP (Regulation 11 renewal application of 13/0431/PP for residential development of 132 dwellings with associated car parking, landscaping and vehicular and pedestrian access): Football Ground, St Mirren Football Club, Love Street, Paisley, PA3 2EA: AS Homes (Scotland) Ltd.

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

(e) 16/0878/PP – Ward 2: Planning Permission – Full: Erection of non-food retail warehouse with associated car parking and servicing (amendment to planning consent 16/0355/PP to include a free-standing building, amended floorspace layout and alterations to external parking and servicing layout): Land to South of Abbotsinch Retail Park, Washington Road, Paisley: Hammerson PLC.

**DECIDED:** That the Board be disposed to grant the application subject to referral to the Scottish Ministers because the Health and Safety Executive had advised against the development, a Section 69 Agreement and the conditions and reasons detailed within the report.



## Minute of Meeting

### Environment Policy Board

Date	Time	Venue
Wednesday, 15 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor John Caldwell, Councillor Eddie Devine, Councillor Margaret Devine, Councillor Audrey Doig, Councillor Christopher Gilmour, Provost Anne Hall, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Iain McMillan, Councillor Alexander Murrin, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson

#### Chair

Councillor E Devine, presided.

#### In Attendance

S MacDougall, Director of Community Resources; D Gillies, Head of Facilities Management, O Reid, Head of Public Protection, K Anderson, Amenity Services Manager - Waste, K Carr, Site Services Manager, K Markwick, Amenity Services Manager - Roads & Transportation, S Dale, Interim Street Scene and Land Services Manager, E Scott, Building Services Manager (all Community Resources); and D Farrell, Finance & Resources Service Manager, C MacDonald and A McNaughton, Senior Committee Services Officers (Finance & Resources).

#### Apology

Councillor McGurk.

#### Declarations of Interest

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

## **1 Revenue Budget Monitoring Report**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Community Resources for the period 1 April 2016 to 6 January 2017.

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

## **2 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April 2016 to 6 January 2017.

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

## **3 Operational Performance Report**

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

The report included operational updates in relation to Events and Awards; Amenity Services; Renfrewshire Community Safety Partnership; Regulatory Services; and Facilities Management, together with details of performance in terms of indicators and benchmarking targets.

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

## **4 Consultation on the Food Standards Scotland (FSS) Regulatory Strategy**

There was submitted a report by the Director of Community Resources relative to consultation by Food Standards Scotland (FSS) on their regulatory strategy.

The report intimated that the FSS regulatory strategy established five regulatory outcomes against which success would be evaluated. The regulatory strategy aligned closely with the Renfrewshire Council Integrated Enforcement Policy adopted in 2016.

The consultation invited responses to be submitted by 18 April 2017. The proposed Council response to the consultation was attached as Appendix 1 and Appendix 2 detailed the FSS Strategy.

**DECIDED:**

(a) That the publication of the Food Standards Scotland consultation on their draft regulatory strategy be noted; and

(b) That the response to the consultation as appended to the report be agreed.

## **5 Vehicle Idling and Vehicle Emissions Campaign 2016/17**

There was submitted a report by the Director of Community Resources relative to the Vehicle Idling and Vehicle Emissions Campaign 2016/17.

The report intimated that the vehicle emissions campaign would take place over four days in March 2017 with a year-long vehicle idling campaign at schools starting at the same time. The media campaign for schools was outlined in appendices 1, 2 and 3.

Vehicle emissions testing would be undertaken in conjunction with partners, including Police Scotland, and during inspections officers would be assessing compliance with other legislation which included smoking in motor vehicles with children and vehicle condition. Testing of the vehicles would be conducted within Paisley Town Centre (Wallneuk Road), Renfrew Town Centre and Johnstone Town Centre.

The campaign, through Scottish Government funding, had provided access for local companies to sign up to the ECO (Efficient and Cleaner Operations) fleet recognition scheme, fuel management and operational efficiency support programme. The programme was aimed at operators of goods vehicles, vans, buses, taxis and coaches. It encouraged commercial fleet operators based (or with significant operations) within Renfrewshire to adopt operational and environmental best practice. The Council's own fleet had participated in the scheme and had been awarded a four star rating (out of a maximum of five stars). The Ecostars fleet management programme would form part of the Renfrewshire Council Air Quality Action plan which was currently being devised and would contribute to improvements in air quality.

**DECIDED:**

(a) That it be noted that the Council's vehicle idling and emissions campaign would commence during March 2017;

(b) That it be noted that the vehicle emissions testing would be undertaken in conjunction with partners including Police Scotland and that during inspections officers would be assessing compliance with other legislation including smoking in motor vehicles with children, vehicle condition etc; and

(c) That the Director of Community Resources be authorised to act as a signatory for certificates related to the ECO Stars fleet recognition scheme.

**EXCLUSION OF PRESS AND PUBLIC**

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

**6 Roads Trading Budget Monitoring Report**

There was submitted a report by the Director of Community Resources relative to the financial position of the roads organisation for the period 1 April 2016 to 6 January 2017, providing an update on financial and operational issues arising during the period.

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

## **7 Vehicle Maintenance Budget Monitoring Report**

There was submitted a report by the Director of Community Resources relative to the vehicle maintenance organisation for the period 1 April 2016 to 6 January 2017, providing an update on financial and operational issues arising during the period.

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

## **8 Catering Trading Budget Monitoring Report**

There was submitted a report by the Director of Community Resources relative to the catering organisation for the period 1 April 2016 to 6 January 2017, providing an update on financial and operational issues arising during the period.

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



## Minute of Meeting

### Finance & Resources Policy Board

Date	Time	Venue
Wednesday, 15 March 2017	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor Bill Brown, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Alexander Murrin, Councillor Allan Noon, Councillor Jim Paterson, Councillor Tommy Williams

#### Chair

Councillor Michael Holmes, Convener, presided.

#### In Attendance

A Russell, Director of Finance & Resources; A MacArthur, Head of Finance, R McGrath, Head of Customer & Business Services, P Murray, Head of Information & Communications Technology, M Conaghan, Legal & Democratic Services Manager, G Innes, Customer Service Operations Manager, E Shields, Business Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### Declarations of Interest

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

## **1 Procurement Sub-committee**

There were submitted the Minutes of the meetings of the Procurement Sub-committee held on 25 January and 15 February 2017 which form Appendices I and II hereto.

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

## **2 Joint Consultative Board (Non-teaching)**

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 8 February 2017 which forms Appendix III hereto.

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

## **3 Revenue Budget Monitoring Report to 6 January 2017**

There was submitted a joint revenue budget monitoring report by the Chief Executive and the Director of Finance & Resources in respect of the Chief Executive's, Finance & Resources and miscellaneous expenditure for the period 1 April 2016 to 6 January 2017.

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

## **4 Revenue Budget Monitoring - Council Overview to 6 January 2017**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period 1 April 2016 to 6 January 2017.

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

## **5 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources in respect of capital expenditure relative to corporate issues (non-property) for the period 1 April 2016 to 6 January 2017.

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

## **6 Capital Budget Monitoring Report - Overview**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes for the period 1 April 2016 to 6 January 2017.

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

## 7 Customer & Business Services Performance Report

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Services functions from 1 April 2016 to 31 January 2017.

The report highlighted performance to collect Council Tax and Non-domestic Rates, detailed performance to process Housing Benefit and the Scottish Welfare Fund and included an update on funding and expenditure relative to Discretionary Housing Payments.

The report also provided an update on the overall contact centre call handling response times as well as face-to-face response times across three customer service locations in Paisley, Renfrew and Johnstone.

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

## 8 Application to the Renfrewshire Council Citizens Fund

There was submitted a report by the Director of Finance & Resources relative to applications for funding from the Renfrewshire Council Citizens Fund (the Fund) that had been recommended for approval by Johnstone & The Villages Local Area Committee (LAC) at its meeting on 16 February 2017.

Kilbarchan Community Council had applied for funding towards the purchase of additional Christmas Lights and Kilbarchan Improvement Project (KIPCo) had applied for funding towards the installation of double glazing to two downstairs windows at the Old Library, Kilbarchan. The LAC had recommended that the application from Kilbarchan Community Council receive £1,000 and the application from KIPCo receive £2,000.

The report also explained the circumstances leading to the provision of additional funding of £1,862 from the Fund to meet unforeseen costs of constructing the Mary Barbour Memorial Cairn and a subsequent request for £700 towards the provision of a bench at the site. The LAC had recommended that £700 be provided from the Fund for the provision of a bench at the site.

**DECIDED:**

(a) That awards be made from the Renfrewshire Council Citizens Fund as follows:

£1,000 to Kilbarchan Community Council towards Christmas lights;

£2,000 to Kilbarchan Improvement Project towards the installation of double glazing at the Old Library, Kilbarchan;

£700 for the provision of a bench at the Mary Barbour Memorial Cairn; and

(b) That the action of the Director of Finance & Resources to provide additional funding of £1,862 to meet the unforeseen costs of constructing the Mary Barbour Memorial Cairn be homologated.

## 9 Inspection of Salmon Fishings - River Clyde

There was submitted a report by the Director of Finance & Resources relative to authority for the Provost and other representatives of the Council to take action designed to maintain the Council's Salmon fishing rights on the River Clyde. It was intimated that this process was undertaken every three years and it was proposed that the inspection trip take place prior to 31st August, 2017 at an estimated cost of £6,500 to be met from the Renfrew Common Good Fund.

### **DECIDED:**

- (a) That the actions in relation to the confirmation of fishing rights on the River Clyde be agreed; and
- (b) That it be agreed that the costs involved in the inspection of Salmon Fishings, estimated at £6,500 be met from the Renfrew Common Good Fund.

## 10 Civic Hospitality

There was submitted a report by the Director of Finance & Resources relative to proposals to provide civic hospitality as follows:

- (a) The Salvation Army – a buffet lunch at Paisley Abbey on 22 April 2017 at a cost of approximately £500 to commemorate the 135th anniversary of the Salvation Army's presence in Paisley.
- (b) 102 Field Squadron – a contribution of £500 towards the Family Day being held at the barracks on 10 June 2017 to commemorate the 50th anniversary of the Squadron.
- (c) Skovbrynet School, Gladsaxe – an evening meal for 36 pupils and 4 teachers at their accommodation on 1 June 2017 at a cost of approximately £1,000 to mark the occasion of their visit to Paisley as its twin town.
- (d) Kilbarchan Pipe Band – a buffet lunch for approximately 100 guests at the Glynhill Hotel at a cost of approximately £2,200 on a suitable day during the visit, to mark the occasion of a visit to Paisley by Clan Pipers, an international delegation of pipers from Frankfurt, Germany.

### **DECIDED:**

- (i) That civic hospitality to the Salvation Army, 102 Field Squadron, Skovbrynet School, Gladsaxe and Kilbarchan Pipe Band, be approved; and
- (ii) that the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements.

## Minute of Meeting

### Procurement Sub-committee

Date	Time	Venue
Wednesday, 25 January 2017	14:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor Bill Brown, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor Brian Lawson, Councillor Paul Mack, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Alexander Murrin, Councillor Allan Noon, Councillor Jim Paterson, Councillor Tommy Williams

### Chair

Councillor Holmes, Convener, presided.

### In Attendance

B Lambert, Acting Strategic Commercial & Procurement Manager; S Gibb, Senior Procurement Manager; D Taggart, Procurement Category Manager; K Thomson, Category Manager and J Hume, Procurement Specialist (all Chief Executive's); B Walker, Depute Project Director, City Deal (Development & Housing Services); and P Shiach, Committee Services Officer (Finance & Resources).

### Declarations of Interest

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

### **1(a) Contract Authorisation Report: Ground Investigation – Land Works for Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area Projects**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the contract for land-based site investigations for the Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area projects which were part of the Glasgow Region City Deal. The contract had been tendered in accordance with the below EU threshold Open Procedure for Works under the Council's Contract Standing Orders Relating to Contracts.

Four contractors provided responses to the Invitation to Tender by the due date. All four tender submissions were evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD); all four met the minimum requirements and were evaluated against a set of award criteria which were based on a price/quality ratio of 90:10. The report recommended that the tender be awarded to Environmental Reclamation Services Limited, who submitted economically advantageous tender.

#### **DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for land-based Site Investigations for the Clyde Waterfront and Renfrew Riverside and Glasgow Airport Investment Area Projects to Environmental Reclamation Services Limited;

(ii) That it be noted that the contract sum for the works was £639,426; and

(iii) That it be noted that the contract would commence on 6 February 2017 or on the date stated in the letter of acceptance with a completion date of 26 June 2017.

### **1(b) Contract Authorisation Report: Mini Competition under Framework Agreement for Council Wide Door Entry, CCTV and Digital Aerial Maintenance**

There was submitted a joint report by the Chief Executive and the Director of Development & Housing Services relative to the contract for reactive maintenance for council-wide door entry and digital aerial maintenance for low rise properties, tenements and selected housing within the Council's housing estate. The contract was tendered in accordance with the framework agreement terms and conditions and the Council's Standing Orders Relating to Contracts.

The contractors on the relevant framework agreement were invited to tender and one contractor provided a response by the due date. The tender was evaluated against a set of technical criteria based on a price/quality/community benefits matrix of 70:20:10. The report recommended that the contract be awarded to Robertson-Acom Limited.

**DECIDED:**

- (i) That the Head of Corporate Governance be authorised to award the contract for reactive maintenance for council-wide door entry and digital aerial maintenance for low rise properties, tenements and selected properties within the Council's housing estate to Robertson-Acom Limited;
- (ii) That it be noted that the anticipated spend under the contract for the potential 42-month period was up to a maximum of £420,000 excluding VAT; and
- (iii) That it be noted that the contract was anticipated to commence on 7 February 2017 or from the date confirmed in the Council's letter of acceptance for a potential period of 1.5 years plus two separate periods of 1 year.





## Minute of Meeting

### Procurement Sub-committee

Date	Time	Venue
Wednesday, 15 February 2017	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor Bill Brown, Councillor Audrey Doig, Councillor Christopher Gilmour, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Alexander Murrin, Councillor Allan Noon, Councillor Jim Paterson, Councillor Tommy Williams

### Chair

Councillor Holmes, Convener, presided.

### In Attendance

B Lambert, Acting Strategic Commercial & Procurement Manager; S Gibb, Senior Procurement Manager; D Taggart, Procurement Category Manager; K Thomson, Category Manager; A Donaldson, Senior Procurement Specialist and C Laughlan, Assistant Category Manager (all Chief Executive's); and D Low, Senior Committee Services Officer (LACs) (Finance & Resources).

### Declarations of Interest

Councillor Audrey Doig declared a financial interest in item 1(c) 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.

## **1(a) Contract Authorisation Report: Microsoft Secure Productive Enterprise Agreement (SPE) Licences**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the contract for the supply and delivery of Microsoft Secure Productive Enterprise Agreement (SPE) Licences. The procurement exercise was conducted in accordance with the Call Off Contract requirements under the Crown Commercial Services (CCS) Framework Agreement RM3733 Technology Products 2 - Lot 2 Packaged Software and paragraph 29.5 of the Council's Standing Orders Relating to Contracts relating to the use of an existing Framework Agreement.

The report intimated that all 21 suppliers on Lot 2 of the RM 3733 Framework Agreement were invited to participate in an e-Auction and that two of the 21 suppliers competed in the e-Auction. The e-Auction award criterion was 100% price and Phoenix Software Limited submitted the lowest price.

### **DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the Contract for supply and delivery of Microsoft Secure Productive Enterprise Agreement (SPE) Licences, reference RC/RC/223/17., to Phoenix Software Limited following an e-Auction under Crown Commercial Service Framework Agreement RM3733 Technology Products 2 - Lot 2 Packaged Software;

(ii) That it be noted that the duration of the contract would be 3 years and that the commencement date was 1 April 2017; and

(iii) That it be noted that the contract value would not exceed £2,690,000 excluding VAT for the 3-year term.

## **1(b) Contract Authorisation Report: Civil Engineering Works - Robertson Park and Barshaw Park**

There was submitted a joint report by the Chief Executive and the Director of Community Resources relative to the contracts for Civil Engineering Works at Robertson Park, Renfrew (Lot 1) and Civil Engineering Works at Barshaw Park, Paisley (Lot 2). Both contracts had been tendered in accordance with the below EU Threshold Open Procedure for Works and the Council's Standing Orders Relating to Contracts.

The report intimated that 12 organisations had submitted a tender for Lot 1 and 10 for Lot 2. Of those bidding for Lot 2, two organisations withdrew their tenders after submitting incomplete Bills of Quantities. The Contract Lots were evaluated separately with Bids evaluated against a set of award criteria for each Lot which was based on a price/quality ratio of 40:60. In each Lot, the price score was combined with the quality score to give an overall total. The top ranked contractor for each Lot was then evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from the Corporate Procurement Unit and Health and Safety which assessed competence and expertise. The contractor met the minimum requirements stated in the ESPD. Following this process, the report recommended that Contracts for Civil Engineering Works at Robertson Park (Lot 1) and Barshaw Park (Lot 2) respectively, be awarded to RJ

McLeod (Contractors) Limited who, based on the evaluation, had provided the most economically advantageous tender in respect of both Lot 1 and Lot 2 Contracts.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award each Contract for Civil Engineering Works at Robertson Park, Renfrew (Lot 1) and Barshaw Park, Paisley (Lot 2) to RJ McLeod (Contractors) Limited;

(ii) That it be noted that the contract value for Lot 1- Robertson Park was £496,832 excluding VAT and that the contract value for Lot 2 – Barshaw Park was £423,416 excluding VAT;

(iii) That it be noted that each contract had been tendered with a date of possession of 20 March 2017, with the actual date of possession for each contract to be confirmed in the Council's letter of acceptance for that contract. Each contract would be for a period of 20 weeks from the actual date of possession for the respective contract; and

(iv) That it be noted that each contract would be subject to the terms and conditions of the Standard Building Contract (SBCC) With Quantities for use in Scotland (2011 Edition) and incorporating the Employer's Amendments issued by the Council.

**1(c) Contract Authorisation Report: Refurbishment of King George V Pavilion**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the entering into of a SBCC without Quantities for the Refurbishment of the King George V Sports Pavillion at Broadloan, Renfrew. The contract had been tendered in accordance with the below EU Threshold Open Procedure for Works and the Council's Standing Orders Relating to Contracts.

The report intimated that nine organisations had submitted a response and that these were then evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from the Corporate Procurement Unit, Health and Safety and Corporate Risk. All nine tender submissions confirmed compliance with the minimum criteria of the ESPD and were evaluated against a set of award criteria which were based on a price / quality ratio of 70:30. During the commercial evaluation two tender submissions were found to be non-compliant due to incomplete pricing submissions. The report recommended that the tender be awarded to Galliford Try Building Limited who had submitted the most economically advantageous tender.

**DECIDED:**

(i) That the Head of Corporate Governance be authorised to award the contract for King George V –Pavilion Refurbishment to Galliford Try Building Limited t/a Galliford Try Facilities Management (GTFM);

(ii) That it be noted that the contract sum for the works was £232,378.50; and

(iii) That it be noted that the Contract would commence on 27 February 2017 or the date stated in the letter of acceptance and the date of possession will be 27 March 2017. The completion date would be 16 weeks from the date of possession.



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

Date	Time	Venue
Wednesday, 08 February 2017	15:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Representing Renfrewshire Council Management - Councillors Audrey Doig, Harte, Noon and Williams.

Representing Trade Unions – M Ferguson, S Hicks, M McIntyre and K Kenachan (UNISON); C McLeod and J Mcmenemy (GMB); and A Gibson (UNITE).

### In Attendance

T McEwan, Education Manager - Planning & Performance (Children's Services); K Carr, Senior Facilities Manager, K Markwick, Amenity Services Manager and E Scott, Building Services Manager (all Community Resources); R Cree, Principal HR Adviser, S Fanning, Principal HR Adviser (Health Safety and Absence), R Laouadi, Human Resources Manager and D Low, Senior Committee Services Officer (LACs) (all Finance & Resources); and I Beattie, Head of Health & Social Care (Paisley).

### Apologies

Councillor Glen; and S McAllister (UNITE).

### Declarations of Interest

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

## 1 Appointment of Chairperson

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

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

### Additional Item

The Convener indicated that there was an additional item in relation to the implementation of the Council's flexitime policy, which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 6 below, should be considered by the Board as a matter of urgency, authorised its consideration.

## 2 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Joint Consultative Board: Non-Teaching held on 8 December 2016.

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

## 3 Developments in Health and Safety

There was submitted a report by the Head of HR, Organisational Development & Workplace Strategy relative to developments with regard to health and safety issues. The report detailed policies and guidance that were currently being revised and outlined training courses which had been undertaken since the last meeting of the Board. In particular, it was noted that the following policies were being revised and an update of progress was provided as follows: -

Statutory Inspections – final draft;  
CDM Guidance – final draft;  
Guidance on Slips, Trips and Falls – being revised;  
Tobacco/smoke free policy – reviewed in line with new Scottish Government/NHS guidance; and  
Control of Legionella Bacteria in Hot and Cold Water Systems – final draft.

The report advised that the health and safety section continued to assist services to retain accreditation to BS OHSAS 18001:2007, and indicated that the next audit was scheduled for March 2017.

As part of the Healthy Working Lives Gold award programme, the health and safety section continued to work with services and maintain the evidence on behalf of the Council. The annual plan for 2017 had been developed and the first campaign was on cervical cancer awareness, which ran for a week commencing 25 January 2017.

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

## 4 Details of Grievances

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of four grievances as at 30 January 2017.

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

## **5 Agency Workers**

There was tabled an updated report by the Head of HR, Organisational Development & Workplace Strategy relative to the number of agency staff employed within the Council as at December 2016, and detailing the capacity and service in which they were engaged.

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

## **6 Flexitime**

M Ferguson advised that the Council's flexitime policy was not being implemented consistently within Council services. The HR Manager confirmed that there should be a consistent application of flexitime across the Council and that she would be happy to discuss any particular concerns with M Ferguson.

**DECIDED:** That it be noted that there should be a consistent application of flexitime across the Council and that the HR Manager discuss any particular concerns with M Ferguson.

## **7 Date of Next Meeting**

It was noted that the next meeting of the JCB Non-Teaching would be held at 3 pm on 26 April 2017.





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

Date	Time	Venue
Thursday, 16 March 2017	18:00	Johnstone Castle Community Learning Centre, Pine Crescent, Johnstone ,

### Present

Councillors Bibby, Andy Doig, Gilmour and Hood.

### Chair

Councillor Gilmour, Convener, presided.

### Community Representative

T Farrell, Johnstone PC Learning Group.

### In Attendance

D Gillies, Head of Facilities Management (Community Resources) (Lead Officer); and D Low, Senior Committee Services Officer (Local Area Committees) (Finance & Resources).

### Apologies

Councillors Caldwell and I McMillan and D Fowles, Lochwinnoch Community Council.

### Declarations of Interest

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

## 1 **Application for LAC Grant Funding**

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

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

Kilbarchan Pipe Band	Replacement of bagpipe reeds	Awarded £414
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## 2 **Application to Renfrewshire Council Citizens Fund**

There was submitted a report from the Director of Finance & Resources relative to the submission of an application to Renfrewshire Council Citizens Fund by Kilbarchan Improvement Project (KIPCo) for funding to replace old and obsolete strip-lighting throughout the Old Library Building.

**DECIDED:** That it be recommended to the Finance & Resources Policy Board that £1,580.37 be awarded to KIPCo from the Renfrewshire Council Citizens Fund to replace old and obsolete strip-lighting throughout the Old Library Building.

## Minute of Meeting

### Audit, Scrutiny and Petitions Board

Date	Time	Venue
Monday, 20 March 2017	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Derek Bibby, Councillor Maria Brown, Councillor John Caldwell, Councillor Margaret Devine, Provost Anne Hall, Councillor James MacLaren, Councillor Cathy McEwan, Councillor Jim Sharkey

#### Chair

Councillor J Sharkey, Convener, presided.

#### In Attendance

L McIntyre, Strategic Planning and Policy Development Manager, N Irvine-Brown, Assistant Strategic Planning & Policy Development Manager and G Wilson, Planning and Policy Development Officer (all Chief Executive's); S Quinn, Assistant Director Schools (Children's Services); C Grainger, Service Planning and Policy Development Manager, G Hannah, Strategic Change Manager and M Higginbotham, Development Manager (all Community Resources); and L Belshaw, Democratic Services Manager and A McMahon, Chief Auditor (both Finance & Resources).

#### Apologies

Councillor Perrie.

#### Declarations of Interest

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

## **1 Local Government Benchmarking Framework Annual Indicator Profile**

There was submitted a report by the Chief Executive relative to the Local Government Benchmarking Framework (LGBF) indicator profile 2015/16.

The report intimated that in Scotland local authorities had a statutory duty to achieve Best Value, the key to which was ensuring sound governance, good management, public reporting on performance and a focus on improvement. The Council had a robust performance management framework in place which ensured that performance was monitored by corporate and service level management teams and scrutinised by elected members. The report set out the mechanisms by which the monitoring of Council services was undertaken.

The report highlighted that scrutiny of performance was also undertaken through the LGBF which brought together performance indicators covering information about a wide range of key services such as education, housing and adult social care. The main purpose of the framework was to allow councils to work and learn together to improve services based on their comparative service information. The report provided key messages for the Council from the 2015/16 indicator profile against each of 68 indicators, including information relating to the performance of similar councils who had been placed into 'family groups' with Renfrewshire.

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

## **2 Annual Internal Audit Plan 2017/18**

There was submitted a report by the Chief Auditor relative to the annual internal audit plan. The report intimated that in line with the requirements of the Public Sector Internal Audit Standards, a risk-based audit plan for 2017/18 had been developed. The audit plan took into account the outcomes of the internal corporate and service risk identification and evaluation processes and the current business environment. In addition to undertaking work which would provide assurance on the robustness of key internal controls, the plan sought to reflect the key priorities and challenges for the Council.

**DECIDED:**

- (a) That the content of the risk-based audit plan for 2017/18 be approved; and
- (b) That it be noted that progress of the 2017/18 annual audit plan and summaries of the findings from each audit assignment would be reported to the Board on a quarterly basis.

## **3 Compliance with the Code of Corporate Governance**

There was submitted a report by the Chief Auditor relative to the annual review of the adequacy and effectiveness of the Council's local code of corporate governance.

The report intimated that based on internal audit's sample check of the evidence used to demonstrate compliance, the Council complied with the requirements of the local code. In addition, the report intimated that it was evident that the local code had been

subject to review and updating in line with developments and best practise and any revised Council policies.

The report noted that the Director of Finance & Resources had endorsed the Chief Auditor's recommendation that the local code should continue to be the subject of an annual review to ensure that it continued to reflect developments in best practice in governance.

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

#### **4 Internal Audit - External Quality Assessment**

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards that an external assessment of internal audit be conducted at least once every five years.

The report intimated that in March 2014, the Board had approved internal audit's participation in the peer review validated self-assessment framework developed by the Scottish Local Authorities Chief Internal Auditors' Group. The external quality assessment was undertaken by West Lothian Council, the overall conclusion of which was that Renfrewshire Council's Internal Audit function was a well-managed and effective audit service. An action plan had been developed which identified four areas for improvement, including the level of information provided to the Audit, Scrutiny and Petitions Board. The Chief Auditor would benchmark with other local authorities and discuss options for future reporting arrangements.

**DECIDED:**

(a) That the external assessor's report on internal audit's compliance with the Public Sector Internal Audit Standards be noted; and

(b) That the actions to be taken to implement the recommendations made be noted.

#### **5 A Review of Housing Benefit Fraud Investigation Liaison Arrangements in Scotland**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's report on its review of housing benefit fraud investigation liaison arrangements in Scotland, published in December 2016 and appended to the report.

The report intimated that responsibility for housing benefit counter fraud work transferred from local authorities to the Department for Work & Pension's (DWP) Fraud and Error Service, with Renfrewshire Council being the last authority to transfer in March 2016. The prevention, detection and investigation of fraudulent housing benefit claims were important aspects of a secure and effective benefit service. Counter-fraud activities helped to protect public funds by ensuring that fraudulent claims were identified and sanctions were applied where appropriate. The report provided findings from a review of the efficiency of the arrangements between local authorities and the DWP.

**DECIDED:** That the Audit Scotland report and the actions the Council intended to pursue in response to the recommendations made be noted.

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

## **6 Petition: Corsebar Road, Paisley, Pedestrian Crossing**

Under reference to item 11 of the Minute of the meeting of the Board held on 28 November 2016, there was submitted a report by the Director of Finance & Resources relative to the petition submitted by Ms Dryburgh that “As I have become visually impaired and can no longer drive I have to access buses and also have to frequently attend clinics at the RAH. Trying to cross Corsebar Road is very difficult and dangerous, even for people who are elderly or disabled. I think there is an urgent need for a pedestrian crossing or even just a central island near the entrance to the RAH driveway.”

The report intimated that the petition had first been considered by the Board at its meeting held on 30 November 2015 and then subsequently at meetings held on 15 February and 28 November 2016. At the meeting held on 28 November 2016, the Board agreed that the petition be continued further and that the Transportation Manager liaise with the Royal Alexandra Hospital (RAH) in relation to their views on a pedestrian crossing on Corsebar Road. It was also agreed that the Board be provided with details of the injury record at the site and what would justify an intervention. The Transportation Manager had contacted the RAH who advised that they were not aware of any requests or any need for a crossing point at this location as bus services provided access to the main entrance of the hospital building. He further advised that there had been three slight accidents which were not near to the site referred to in the petition, no pedestrians had been involved and none of these accidents would have been preventable if a crossing point was available at the hospital.

The Board then heard from Ms Dryburgh and from the Development Manager.

Councillor J Sharkey, seconded by Councillor M Devine, moved that no further action be taken in relation to the petition.

Councillor McEwan, seconded by Councillor M Brown, moved as an amendment, that the petition be continued for further information.

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

The following members voted for the motion: Councillors Bibby, Caldwell, M Devine, Provost Hall, Councillors J MacLaren and J Sharkey.

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

It was then proposed that the Convener write to Strathclyde Partnership for Transport in relation to why the routes of some bus services did not include the hospital. This was agreed.

### **DECIDED:**

- (a) That no further action be taken in relation to the petition; and

(b) That the Convener write to Strathclyde Partnership for Transport in relation to why the routes of some bus services did not include the hospital.

## **7 Petition: Barrhead Road, Paisley, Bus Stop/Shelter**

Under reference to item 7 of the meeting of the Board held on 13 February 2017, there was submitted a report by the Director of Finance & Resources relative to the petition by Ms Jessie McEwan "To reinstate the bus stop and shelter on Barrhead Road, adjacent to Barscube Terrace – because of concerns and issues of access for those disabled and elderly passengers."

The report intimated that the petition had been considered by the Board at meetings held on 28 November 2016 and 13 February 2017. At the meeting on 13 February 2017 it had been agreed that the petition be continued for a site visit. The site visit took place on 2 March 2017.

Ms McEwan was not in attendance or represented at the meeting. The Board heard from the Development Manager.

It was proposed that no further action be taken in relation to the petition and that a letter be sent to Strathclyde Partnership for Transport requesting that the bus shelter be removed as soon as it was contractually possible to do so. This was agreed.

**DECIDED:** That no further action be taken in relation to the petition and that a letter be sent to Strathclyde Partnership for Transport requesting that the bus shelter be removed as soon as it was contractually possible to do so.

## **8 Petition: The Wickets, Paisley**

Under reference to item 14 of the Minute of the meeting of the Board held on 28 November 2016, there was submitted a report by the Director of Finance & Resources relative to the petition by Mr Joseph Jackson, Chairperson, on behalf of the Wickets Residents Association "Speeding by some drivers through the Wickets estate is persistent. The Association committee over the last 4 years has striven to address the issues, but to little effect. The Committee wish Renfrewshire Council to approve 3 sets of speed bumps within the estate."

The report intimated that the Board at its meeting held on 28 November 2016 had continued consideration of the petition in order that the Transportation Manager could undertake further discussions with the petitioners and to allow a site visit to take place. The Transportation Manager had advised that a site meeting had been held with Police Scotland who advised that the development had been constructed in such a way that the road network made speeding very difficult. No further measures were proposed for this estate. However, the Police would follow up details of the vehicle(s) which residents considered to be breaking the speed limit.

Mr Jackson was not in attendance or represented at the meeting. The Board heard from the Development Manager.

It was proposed that no further action be taken in relation to the petition. This was agreed.

**DECIDED:** That no further action be taken in relation to the petition.





## Minute of Meeting

### Economy & Jobs Policy Board

Date	Time	Venue
Wednesday, 22 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor John Caldwell, Councillor Roy Glen, Provost Anne Hall, Councillor Jim Harte, Councillor Michael Holmes, Councillor John Hood, Councillor Paul Mack, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Sam Mullin, Councillor Jim Paterson, Councillor Jim Sharkey

#### Chair

Councillor Roy Glen, Convener, presided.

#### In Attendance

M Crearie, Director of Development & Housing Services; A Morrison, Head of Regeneration, R Cooper, Economic Development Manager and V Howie, Finance & Resource Manager (all Development & Housing Services); and A McNaughton, Senior Committee Services Officer (Finance & Resources).

#### Apology

Councillor Lorraine Cameron.

#### Declarations of Interest

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

#### Additional Item

The Convener intimated that there was an additional item of business relative to an update on the Learning and Cultural Hub which had not been included on the notice calling the meeting. The Convener, being of the opinion that that item, dealt with at item 8 below, was urgent in view of the need to update members timeously, authorised its consideration.

## **1 Revenue Budget Monitoring to 6 January 2017**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Development & Housing Services for the period 1 April 2016 to 6 January 2017.

### **DECIDED:**

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

## **2 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period 1 April 2016 to 6 January 2017.

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

## **3 Extension of Invest in Renfrewshire Employment Recruitment Incentive (RERI)**

There was submitted a report by the Director of Development & Housing Services relative to the extension of the revised Invest in Renfrewshire Employment Recruitment Incentive (RERI) in order to increase the number of recruitment incentives for those aged over 50 years and create new recruitment incentives for clients who were chronic long-term unemployed on health related benefits participating on the City Deal Working Matters programme.

The report explained that the extension of the programme would allow up to 60 additional wage incentives to be provided from existing Renfrewshire Council European Social Fund (ESF) applications to support the creation of additional posts in local companies for priority groups.

### **DECIDED:**

- (a) That it be agreed that the number of RERI places be increased to 60 at a cost of £24,000 to support clients of the Working Matters programme and an increased number of Invest in Renfrewshire clients who were over 50 years old; and
- (b) That further updates on employer recruitment incentives be reported to this Board.

## **4 Devolved Employability Services in Scotland**

There was submitted a report by the Director of Development & Housing Services relative to devolved employability services in Scotland and advising that the Scottish Government would, on 8 March 2017, announce new devolved employability service contracts for Scotland at a value of £96 million to be delivered from April 2018 to March 2021.

The report explained that Renfrewshire fell within a work package area that covered the local authority areas of Renfrewshire, East Renfrewshire, Inverclyde, West Dunbartonshire and East Dunbartonshire. All five local authorities were interested in exploring a joint bid to deliver the services within the contract area. The Director of Development & Housing Services sought authority to explore the options and opportunities presented by the new contracts and, if viable, to submit a joint bid to deliver the contract with the other named local authorities.

**DECIDED:**

- (a) That it be noted that the new devolved contracts for Scotland would be announced on 8 March 2017;
- (b) That the Director of Development & Housing Services be authorised to explore the options and opportunities presented by the contracts and, if viable, to submit a joint bid to deliver services across the five local authority areas; and
- (c) That a further report providing an update on any actions taken be submitted to this Board.

## **5 Big Issue Invest - Corporate Social Venturing Fund**

Under reference to item 8 of the Minute of the meeting of this Board held on 25 May 2016, there was submitted an update report by the Director of Development & Housing Services relative to the invitation from Big Issue Invest to contribute up to £50,000 to the Corporate Social Venturing Fund.

The report outlined progress achieved since May 2016 and advised that the programme would launch this year on confirmation of funding from Standard Life Investments, Edinburgh University, Virgin Money and the Scottish Government. Renfrewshire Council's investment of £50,000 would be used exclusively to provide loans to social enterprise companies in Renfrewshire, who would also benefit from access to a wider pot of funding.

A Service Level Agreement between Renfrewshire Council and Big Issue Invest would be established and funds would not be released until this was signed by both parties.

**DECIDED:**

- (a) That the allocation of £50,000 to the Big Issue Invest Corporate Social Venturing Fund for the sole use of loans to Renfrewshire companies be approved;
- (b) That it be agreed that the loan fund be released once confirmation of necessary funding from all partners was achieved and an appropriate service level agreement was signed by Renfrewshire Council and Big Issue Invest; and
- (c) That further updates be submitted to this Board.

## **6 Project SEARCH Update**

Under reference to item 4 of the Minute of the meeting of this Board held on 20 May 2015, there was submitted an update report by the Director of Development & Housing

Services relative to the delivery of Project SEARCH, an employability intervention originating in the USA for people with learning disabilities or autism. At that time, £200,000 was committed to deliver Project SEARCH in Renfrewshire in partnership with Glasgow Clyde College for two years.

The report explained how the project was delivered and advised that during the first year, August 2015 – June 2016, Cohort One had provided 12 supported college places for students; 11 of whom had obtained a certified work qualification, and 9 of whom had secured a job, traineeship or had progressed to a higher level of training or education.

Cohort Two, being delivered August 2016 – June 2017, had also provided 12 supported college places and 11 students were currently progressing towards the completion of their qualification.

Expenditure for the first two cohorts had been managed prudently and was less than anticipated. Authority was sought to deliver a third cohort for a further 12 students to commence in July 2017 until June 2018 with costs to be met from the original budget allocation and from existing European Social Fund Programme funds available until the end of December 2018.

**DECIDED:**

- (a) That progress to date to deliver Project SEARCH be noted;
- (b) That the delivery of a third cohort, commencing July 2017, be approved; and
- (c) That a further update report be submitted to this Board on the performance of Project SEARCH.

## **7 Labour Market Update**

There was submitted an update report by the Director of Development & Housing Services relative to labour market statistics for Renfrewshire as at end of January 2017 and providing comparisons, where data was available, with Scottish and UK labour markets.

The report advised that unemployment statistics had been changed nationally to incorporate new experimental Universal Credit figures. The number of people claiming Job Seekers Allowance and the number of people claiming Universal Credit were now combined to provide an overall 'Claimant Count' figure as a measure of unemployment.

As at January 2017, the claimant count for Renfrewshire was 2,840 (2.5%) 0.1% lower than the same time last year.

**DECIDED:**

- (a) That the employment and claimant count figures for January 2017 be noted; and
- (b) That the change in reporting to new experimental statistics incorporating the Universal Credit figures be noted.

## 8 Learning and Cultural Hub Update

Under reference to item 7 of the Minute of the meeting of this Board held on 16 November 2016, there was submitted an update report relative to the application for funding towards the establishment of a Learning and Cultural Hub in High Street, Paisley, from the Scottish Government Regeneration Capital Grant Fund.

The report intimated that the Scottish Government Regeneration Capital Grant Fund had awarded up to £1.5 million towards this project and advised that a full funding package had now been secured to meet the estimated project cost of £5 million.

**DECIDED:** That the grant offer of £1.5 million from the Regeneration Capital Grant Fund be accepted and the project delivered accordingly.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 23 March 2017	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

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

### Chair

Councillor Hood, Convener, presided.

### Apologies

Councillors M Brown and Mullin; and M Devine (for lateness).

### In Attendance

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

### Declarations of Interest

Councillor E Devine declared a non-financial interest in relation to item 1 of the agenda as he had knowledge of the application and indicated his intention to leave the meeting during consideration of the item and not to take part in any discussion or voting thereon.

Provost Hall declared non-financial interests in relation to items 6(b), 7 and 9 of the agenda as the applicants were known to her and indicated her intention to leave the meeting during consideration of the items and not to take part in any discussion or voting thereon.

### Declaration of Interest

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

## 1 Grant of Street Traders' Licences - Personal Appearance

There were submitted the undernoted applications for the grant of Street Traders' Licences. The applicant had been asked to appear personally for the first time:-

Applicant: Stephen Heron, c/o Community Resources, Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley – 3 applications

Authorised goods: hot and cold food, tea and coffee, ice cream, healthy food representing an extension of the school meal service

Trading from: Renfrewshire area excluding Hawkhead and Lochfield

Operating hours: Monday to Friday – 7.00 am to 10.00 pm and Saturday and Sunday – 10.00 am to 6.00 pm

Mr Heron, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the three applications be granted for a period of one year and that an exception to the 500 metre policy be made in relation to the applications. This was agreed unanimously.

**DECIDED:** That the three applications be granted for a period of one year and that an exception to the 500 metre policy be made in relation to the applications.

### Sederunt

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

### 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 and 7 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 Hearings into the Possible Removal from the Register of Private Landlords - Personal Appearances

Under reference to item 3 of the Minute of the meeting of this Board held on 17 November 2016 and item 1 of the Minute of the meeting of this Board held on 2 February 2017, respectively, consideration was resumed of the possible removal of the undernoted landlords from the Register of Private Landlords. Landlord (a) had been asked to appear personally for the second time and landlords (b) and (c) had been asked to appear personally for the fourth time:-

(a) Ian Tennie, 63 Victoria Road, Paisley

Mr Tennie, the landlord, and his daughter Ms Tennie, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that no action be taken. This was agreed unanimously.

**DECIDED:** That no action be taken.



(b) Mark McCafferty, 54a Levern Bridge Road, Glasgow

There was no appearance by or on behalf of Mr McCafferty. The Convener proposed that the matter be considered in Mr McCafferty's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr McCafferty be removed from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:** That Mr McCafferty be removed from the Register of Private Landlords.

(c) Gordon Cooley and Denise Cooley, 96 Greenwood Road, Clarkston, Glasgow

The Assistant Managing Solicitor (Licensing) advised that Mr and Mrs Cooley had intimated that they were unable to attend the meeting. The Convener proposed that the matter be considered in Mr and Mrs Cooley's absence and this was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Cooley be removed from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:** That Mr Cooley be removed from the Register of Private Landlords.

### **3 Grant of Landlord Registration - Personal Appearance**

Under reference to item 5 of the Minute of the meeting of this Board held on 2 February 2017 consideration was resumed of the undernoted application for the grant of Landlord Registration. The landlord had been asked to appear personally for the second time:-

Calum Watt, 128 Henderland Road, Bearsden, Glasgow

Mr Haughey, on behalf of the applicant, was invited into the meeting. 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 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.

### **Sederunt**

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

### **4 Grant of Private Hire Car Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for the grant of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to the applications:-

(a) Przemyslaw Kulakowski, 7B Barrhead Road, Paisley

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

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

(b) Sofi Ullah, Flat 3/2 37 Earl Street, Glasgow

Mr Ullah, the applicant, was invited into the meeting together with Inspector Kirkwood and Sergeant Curran, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened.

Councillor Hood, seconded by Provost Hall moved that the application be refused.

Councillor M Devine, seconded by Councillor E Devine moved as an amendment that the application be granted for a period of one year.

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

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

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

## **5 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 an objection to the application:-

William Hutchison, 34 Kirkaig Avenue, Dean Park, Renfrew – T0086

Mr Hutchison, the applicant, was invited into the meeting together with Inspector Kirkwood and Sergeant Curran, on behalf of the Chief Constable who had submitted an objection to the application.

The Assistant Managing Solicitor (Licensing) advised that the objection from Police Scotland was in the form of two letters, one of which had not been circulated to members of the Board as it contained details of matters which were now spent.

After consideration of the age, nature and seriousness of the matters contained in the second letter of objection, the Convener proposed that the Board consider these matters as the interests of justice so required. This was agreed unanimously.

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

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

## **Adjournment**

The meeting adjourned after consideration of item 5 and reconvened at 1.30 pm.

## **Declaration of Interest**

Provost Hall having declared an interest in relation to items 6(b) and 7 left the meeting and did not take part in any discussion or voting thereon.

## **6 Hearings into the Possible Removal from the Register of Private Landlords - Personal Appearances**

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

(a) Fast Track Scotland, 13 Main Street, Dalrymple, Ayr

Mr Young, on behalf of the landlord, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

(b) Terence Feeney, 9 Napier Street, Linwood

There was no appearance by or on behalf of Mr Feeney. The Convener proposed that consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the possible removal of the landlord from the Register of Private Landlords be continued and that the landlord be invited to a future meeting of the Board.

## **7 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:-

Gillian Feeney, 9 Napier Street, Linwood

There was no appearance by or on behalf of Mrs Feeney. 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.

## **Sederunt**

Provost Hall re-entered the meeting prior to consideration of the following item of business.

### **8 Renewal of Private Hire Car Operator's Licence - Personal Appearance**

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

James Paterson, 35 Wenlock Road, Paisley – PH1006

The Assistant Managing Solicitor (Licensing) advised that this application had been granted under delegated authority for a period of two years.

**DECIDED:** That it be noted that the application had been granted under delegated authority for a period of two years.

## **Declaration of Interest**

Provost Hall 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 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:-

John Simpson, Flat 1/1, 3 Norval Place, Moss Road, Kilmacolm

Mr Simpson, the applicant, was invited into the meeting. The Assistant Managing Solicitor (Licensing) advised that Mr Simpson's DVLA licence was due to expire on 19 June 2017. Mr Simpson gave an undertaking to the Board that should his Private Hire Car Driver's Licence be granted he would provide evidence of his renewed DVLA licence within 14 days of its receipt.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years subject given the undertaking by Mr Simpson that he would provide evidence of his renewed DVLA licence within 14 days of its receipt. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years given the undertaking by the applicant that he would provide evidence of his renewed DVLA licence within 14 days of its receipt.

## **Sederunt**

Provost Hall re-entered the meeting prior to consideration of the following item of business.

### **10 Variation of Late Hours Catering Licence - Personal Appearance**

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

Applicant: Paisley Pizza Pie Co Ltd, 120 Bothwell Street, Glasgow

Authorised goods: Pizza and takeaway food

Trading from: Domino's Pizza, 41 Gauze Street, Paisley

Operating hours: Sunday to Thursday – 11.00 pm to 12 midnight and Friday and Saturday – 11.00 pm to 2.00 am

Variation: Sunday to Thursday – 11.00 pm to 1.00 am and Friday and Saturday – 11.00 pm to 2.00 am

Mr Penman, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted.

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



## Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 29 March 2017	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor Lorraine Cameron, Councillor Eddie Devine, Councillor Roy Glen, Councillor Jim Harte, Councillor Jacqueline Henry, Councillor Michael Holmes, Councillor Brian Lawson, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Mark Macmillan, Councillor Eileen McCartin, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Tommy Williams

### Chair

Councillor M Macmillan, Convener, presided.

### In Attendance

S Black, Chief Executive, P Macleod, Director of Children's Services, S MacDougall, Director of Community Resources and M Crearie, Director of Development & Housing Services; D Amos, Head of Policy & Commissioning, L Adamson, Corporate Communications and Public Affairs Manager and A Armstrong-Walter, Strategic Lead Officer (Tackling Poverty and Welfare Reform) (all Chief Executive's); O Reid, Head of Public Protection (Community Resources); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance and L Belshaw, Democratic Services Manager (all Finance & Resources) D Leese, Chief Officer, and F Mackay, Head of Strategic Planning & Health Improvement (both Renfrewshire Health & Social Care Partnership) and J McKeller, Chief Executive Officer, Renfrewshire Leisure.

### Minute

The item of the Minute against which is set the suffix (ND) is a non-delegated item.

## **Declarations of Interest**

Councillor Harte declared an interest in item 7 of the agenda as he was a member of the Board of Renfrewshire Leisure. He indicated that it was his intention to take part in the discussion as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters.

Councillor Nicolson, thereafter on joining the meeting, declared an interest in item 7 of the agenda as he was a member of the Board of Renfrewshire Leisure. He indicated that it was his intention to take part in the discussion as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters.

### **1 Revenue Budget Monitoring to 6 January 2017**

There was submitted a joint revenue budget monitoring report by the Directors of Finance & Resources and Children's Services and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership for the period ending 6 January 2017 relative to oversight of Renfrewshire Leisure Limited and Renfrewshire Health & Social Care Partnership.

It was noted that there was a net underspend position for those services reporting to the Board.

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

### **2 Capital Budget Monitoring to 6 January 2017**

There was submitted a capital budget monitoring report by the Director of Finance & Resources for the period ending 6 January 2017 relative to Leisure Services, Development & Housing Services (City Deal) and Adult Social Care.

It was noted that there was an underspend of £0.086m for those services reporting to the Board.

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

## **Sederunt**

Councillors Cameron and Nicolson joined the meeting prior to consideration of the following item of business.

### **3 Tackling Poverty Programme – Project update on Joint Employability Project**

There was submitted a report by the Chief Executive relative to the tackling poverty programme and in particular the Joint Employability Project.

The report intimated that a key priority within the tackling poverty strategy was to close the attainment gap between children from low-income families and their better-off peers. The report outlined that the Joint Employability Programme included a number of projects delivered by Council services together with partner organisations and had been developed in consultation with a multi-agency group. The project had



recently won the Campbell Christie award for Public Sector Reform at the 2016 Scottish Public Service Awards and examples of some of the projects within the programme were highlighted in the report. It was noted that an action plan had been developed to address the disparity in outcomes for young people from low-income households.

There followed a presentation by Wilma Leburn and Sam Marshallsay from the Joint Employability Project which outlined the work undertaken.

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

## **4 Adult Social Work Services**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the activity and performance of adult social work services which were managed through the Health & Social Care Partnership (HSCP).

The report intimated that the list of functions delegated by the Council to the Integration Joint Board (IJB) in terms of the Public Bodies (Joint Working) (Prescribed Local Authority Functions etc) (Scotland) Regulations 2014 included: social work services for adults and older people; services and support for adults with physical and learning disabilities; mental health services; drug and alcohol services; adult protection and domestic abuse; carers support services; community care assessment teams; support services; care home services; adult placement services; health improvement services; aspects of housing support including aids and adaptations; day services; occupational therapy services; respite provision; and re-ablement services, equipment and telecare.

The report provided an overview of adult social work performance; including areas of strength (clients accessing out of hours home care services and adults referred to social work with three or more incidents of harm) and areas for improvement (applications for medical adaptations completed during the year; clients receiving intensive home care; number of clients on the occupational therapy (OT) waiting list; OT clients allocated a worker within four weeks; number of carers' assessments completed for adults; and absence and sickness rates for social work adult services staff). The performance data was appended to the report.

**DECIDED:**

(a) That the report updating activity and performance of adult social work services delegated to the IJB be noted; and

(b) That it be noted that a future performance report would be presented in September 2017.

## **5 Call for Evidence on Child Poverty (Scotland) Bill**

There was submitted a report by the Chief Executive relative to the Call for Evidence by the Social Security Committee of the Scottish Parliament on the draft Child Poverty (Scotland) Bill. The report intimated that responses required to be submitted by 23 March 2017 and the response which was submitted on behalf of the Council to meet this deadline, and which was appended to the report, had been prepared in line with the initial consultation response approved by the Board at its meeting held on 14 September 2016.

The Bill established statutory targets to be met by Scottish Ministers relating to child poverty and a requirement to prepare delivery plans and annual progress reports. The Bill required local authorities and health boards to report jointly on what actions were being taken to contribute to meeting targets.

**DECIDED:** That the response be approved and the action of the Chief Executive in submitting the response which was appended to the report be homologated.

## **6 Paisley Pattern Commercialisation Developments**

There was submitted a report by the Chief Executive relative to the work which was being taken forward to support the commercialisation of the Paisley Pattern archive held within the Paisley Museum and to encourage new textile-related economic activity within Renfrewshire.

The report intimated that economic regeneration and tackling poverty across Renfrewshire's communities were key priorities for the Council and a number of major strategic initiatives were underway to support these objectives several of which drew inspiration from the cultural and industrial heritage of Paisley, its history as a major weaving and thread making centre and the physical assets and narrative that this had left for the Town. The report referred to the unique and extensive collection of Paisley Pattern design books and woven shawls in the Paisley Museum and a pattern that was popular, globally recognised and carried the town's name. A programme of activity 'Paisley Pattern commercialisation' was underway to support the ambition to reconnect Paisley with the Paisley Pattern and create economic value and new jobs from activity associated with the design, production and marketing of textiles and related activities, details of which were highlighted in the report including promoting access to the historic design books and shawl collection in the Museum; textile-related skills training; encouraging textile and related businesses to locate in Paisley and developing links with India in furtherance of these workstreams.

### **DECIDED:**

(a) That the range of work that was underway to support the commercialisation of the Paisley Pattern archive and encourage new textile-related economic activity within Renfrewshire be noted;

(b) That it be noted that elements of this work were integral to the Council's Paisley 2021 City of Culture bid, the Paisley Museum redevelopment and the Paisley Town Centre regeneration strategy;

(c) That it be noted that further updates would be provided to future board meetings as the Paisley Pattern commercialisation plans developed;

(d) That it be noted that if any specific elements of these plans required new investment from the Council, that business cases would be prepared and brought to future board meetings for consideration and approval; and

(e) That authority be delegated to the Head of Policy & Commissioning to grant third party access agreements to the Paisley Pattern archive held in the Paisley Museum and, where these arrangements have an element of commercial exploitation, to agree the terms and conditions of these in consultation with the Director of Finance & Resources and the Head of Corporate Governance seeking specialist advice where necessary (ND).

### **Declarations of Interest**

Councillors Harte and Nicolson having previously declared an interest in the following item, remained in 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 could 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 Review of Renfrewshire Leisure's Strategic Business Plan 2017/18**

There was submitted a report by the Chief Executive relative to the review of Renfrewshire Leisure's Strategic Business Plan 2017/18 which set out the priorities for the year and how the services specified in the service agreement would be delivered. The Business Plan had been scrutinised by the Council's monitoring officer in terms of compliance with the service agreement and funding arrangement and met the conditions. Implementation of the plan would be monitored on a quarterly basis and an update report on Renfrewshire Leisure would be provided to the Leadership Board on a six-monthly basis.

### **DECIDED:**

(a) That it be agreed that Renfrewshire Leisure's business plan 2017/18 met the terms of the service agreement; and

(b) That the monitoring arrangements in place by the Council's monitoring officer to undertake quarterly performance monitoring meetings with Renfrewshire Leisure and to provide six-monthly reports to the Leadership Board be noted.



## Minute of Special Meeting Paisley North Local Area Committee

Date	Time	Venue
Thursday, 30 March 2017	18:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Terry Kelly, Councillor Brian Lawson, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Will Mylet, Councillor Jim Sharkey, Councillor Maureen Sharkey

### Chair

Councillor J Sharkey, Convener, presided.

### Community Representatives

M Dymond, Maxwellton Court Tenants' Association; H Dykes, Paisley East & Whitehaugh Community Council; J Bunton, Paisley North Community Council; and K McNellie-Welsh, Paisley West Tenants' and Residents' Association.

### In Attendance

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

### Apologies

J Theodore, Hawkhead & Lochfield Community Council and M Fernie, Ralston Community Council.

### Declarations of Interest

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

## 1 Application for Local Area Committee Funding

There was submitted a report by the Director of Finance & Resources relative to an application received for Local Area Committee funding from the Scottish Afro-Caribbean Art Association.

Councillor J Sharkey, seconded by Councillor Kelly, moved that £480 be awarded.

Councillor Mylet, seconded by Councillor K MacLaren, moved as an amendment that consideration of the application be continued for two weeks.

On the roll being called, the following members voted for the amendment: Councillors Lawson, Mylet, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors Kelly, J Sharkey and M Sharkey.

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

**DECIDED:** That consideration of the application be continued for two weeks.