

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 04 December 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Jim Harte, Councillor Lisa-Marie Hughes, Councillor James MacLaren, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor James Sheridan

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure Services; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Communications & Marketing, A Morrison, Head of Regeneration, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager, R Cooper, Economic Development Manager and S McMillan, Policy & Regeneration Manager (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); L Bell, Strategic Lead Paisley Partnership (Communities, Housing & Planning Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, L Neary, Head of Transformation & OD and L Belshaw, Democratic Services Manager (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership) and V Hollows, Chief Executive (Renfrewshire Leisure).

Declarations of Interest

Councillor McCartin declared a non-financial interest in item 11 as she was a member of the Old Paisley Society and items 15 and 16 as she was a member of Paisley Opera Society. She indicated that she intended to remain in the meeting.

Councillor McCartin declared a non-financial interest in items 15, 16, 17 and 18 as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor Hughes declared a non-financial interest in items 15, 16, 17 and 18 as she was the Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

1 Revenue Budget Monitoring Report to 13 September 2019

There was submitted a joint revenue budget monitoring report by the Chief Executive, Director of Finance & Resources and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the financial position for services reporting to the Board for the period to 13 September 2019. It was noted that there was a breakeven position.

DECIDED: That the budget position be noted.

2 Capital Budget Monitoring Report to 13 September 2019

There was submitted a capital budget monitoring report by the Director of Finance & Resources which had been prepared in conjunction with the Chief Executive and the Director of Communities, Housing & Planning Services for the period to 13 September 2019. It was noted that there was an underspend of £0.001 million for those services reporting to this Board.

DECIDED: That the report be noted.

3 Council Plan 2017-2022:Six-monthly Progress Report

There was submitted a report by the Chief Executive relative to the Council Plan six-monthly monitoring report. The report intimated that the Council Plan was a key strategic document which outlined the Council's vision and priorities for Renfrewshire for 2017/22. The Plan had been approved at the meeting of the Council held on 28 September 2017 and had been developed alongside the Community Plan to ensure close alignment with key community planning partners to achieve the vision, "Working together for a thriving and connected Renfrewshire, creating opportunities for all". The Council was now halfway through the five-year plan, and significant progress had been made across a number of areas such as: attainment of our young people; cultural and economic regeneration; community engagement and empowerment; and creating a more sustainable Renfrewshire. Many aspects of this work were sector-leading with the Council being recognised through positive inspections and audits and external awards

for innovation and excellence. The appendix to the report gave a summary of performance against each of the five strategic outcomes.

It was proposed that members be provided with information in relation to attendance at cultural attractions outwith Paisley and an update on the legacy programme. This was agreed.

DECIDED:

- (a) That the progress achieved to date in terms of progressing the key outcomes and priorities detailed in the Council Plan be noted;
- (b) That it be noted that the next six-monthly update would be reported to the Leadership Board in June 2020; and
- (c) That members be provided with information in relation to attendance at cultural attractions outwith Paisley and an update on the legacy programme.

4 Best Value Assurance Report - Progress Update on Improvement Plan

There was submitted a report by the Chief Executive relative to progress with the Best Value Assurance Report Improvement Plan. The report intimated that on 31 August 2017, the Accounts Commission published the Best Value Assurance Report (BVAR) for Renfrewshire Council. The report provided an updated assessment of the Council and its performance, following on from its last audit in 2006. Overall the report was positive, providing independent assurance to local residents and businesses on the extent to which the Council was achieving Best Value. At that time, Audit Scotland also provided direction on the key areas on which the Council should focus its improvement activities going forward. The report specifically included seven recommendations relating to areas such as cross-party working, community engagement, partnership working, financial sustainability, workforce planning and governance arrangements. The report highlighted that the recently published Annual Audit Report for 2018/19 prepared by Audit Scotland, found that the Council was making good progress in addressing the recommendations from the 2016/17 Best Value Assurance Report, with further actions for developing individual development plans for elected members and locality plans identified. The report proposed that as the majority of actions were now complete, that going forward, progress updates be provided on the remaining actions on an annual basis.

DECIDED:

- (a) That the progress achieved in terms of implementing the BVAR improvement plan as detailed at Appendix 1 to the report be noted; and
- (b) That it be agreed that the frequency of reporting progress on the BVAR improvement plan to Leadership Board change to an annual basis.

5 Progress Report on Renfrewshire Gaelic Language Implementation Plan

There was submitted a report by the Director of Children's Services relative to progress on Renfrewshire's Gaelic language implementation plan. The report noted that as part of their duties under the Gaelic Language (Scotland) Act 2005, local authorities were required to have a Gaelic Language Plan which outlined the actions they would take to promote Gaelic in their community. The implementation of plans was overseen by Bòrd na Gàidhlig and local authorities must provide an annual update on progress against

the Plan's actions both to Bòrd na Gàidhlig and to elected members. This was the second progress report provided by Renfrewshire Council to Bòrd na Gàidhlig and provided an update on progress during 2018/19.

It was proposed that members be provided with information in relation to Scottish Government funding in relation to Gaelic language provision. This was agreed.

Councillor Nicolson, seconded by Councillor Paterson, moved that the progress made by Renfrewshire Council in the delivery of the Gaelic Language Plan be noted; that it be noted that a progress report had been provided to Bòrd na Gàidhlig; and that it be noted that annual progress reports would continue to be provided to Bòrd na Gàidhlig and to elected members.

Councillor Sheridan, seconded by Councillor Devine, moved as an amendment that this Council recognised the importance of political impartiality at publicly-funded events, supported genuine educational programmes promoting Gaelic, but rejected any attempts to hijack these events for narrow political purposes. Therefore, called on all organisations taking part in these events to be registered and approved by appropriate Board.

On the roll being called the following members voted for the amendment: Councillors Devine, Harte, J MacLaren, McIntyre and Sheridan.

The following members voted for the motion: Councillors J Cameron, Andy Doig, Hughes, McCartin, McEwan, McGurk, McNaughtan, Nicolson, Paterson and Shaw.

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

DECIDED:

- (a) That the progress made by Renfrewshire Council in the delivery of the Gaelic Language Plan be noted;
- (b) That it be noted that a progress report had been provided to Bòrd na Gàidhlig;
- (c) That it be noted that annual progress reports would continue to be provided to Bòrd na Gàidhlig and to elected members; and
- (d) That members be provided with information in relation to Scottish Government funding in relation to Gaelic language provision.

6 Tackling Poverty Programme

There was submitted a report by the Chief Executive relative to key progress highlights against priority areas of the Tackling Poverty programme. The report intimated that the Council at its meeting held on 2 March 2018 agreed the allocation of £5 million over the following five years to support a new Tackling Poverty programme. The report highlighted the activity that had been developed which sustained key projects to support people on low-incomes with a focus on low-income families with children, and also health and well-being for young people. It was noted that the Council at its meeting held on 9 May 2019 had agreed that officers would look into the issue of chargeable automatic teller machines (ATMs) and to report on all available actions and options available to the Council to increase the numbers of free to use ATMs within Renfrewshire communities. The appendix to the report outlined the reason for the increase in chargeable ATMs; the role of LINK which was the UK's largest cash machine network; local ATMs; options to retain/increase the number of free ATMs and local assistance for Renfrewshire residents. The appendix also referred to the

recommendations of the independent Access to Cash Review, commissioned by LINK and which had been accepted by the UK government.

DECIDED:

- (a) That progress on the delivery of the Tackling Poverty programme as detailed in the report be noted; and
- (b) That the report produced on the issues of chargeable ATMs, as detailed in the report and appendix, be noted.

7 Social Security Committee Consultation Response - Benefit Take Up

There was submitted a report by the Chief Executive relative to the Inquiry into Benefit Take-up by the Scottish Parliament's Social Security Committee which explored how take-up for both reserved and devolved social security benefits could be improved, including through benefit automation. The report intimated that submissions to the Inquiry had been sought by 21 October 2019 and to meet this timescale, a draft response had been submitted. It was noted that most recent estimates showed that in the UK as a whole, £20 billion of benefits remained unclaimed, including over £4 billion in housing benefit and £3.5 billion in pension credits. The Committee sought input from organisations and individuals to inform their view on what was known about how much was unclaimed and why; what were the gaps in knowledge/research and how could they be improved; how could the administration of benefits be improved to maximise take-up; how far was it possible for technology to create a more automated system; what could be learned from previous campaigns to increase take up; were different approaches required for different benefits and client groups; what kinds of eligibility criteria ensured better take-up; how might the development of Scottish social security impact on take-up of both reserved and devolved benefits; and was there anything else that the Committee should consider as part of the Inquiry.

DECIDED: That the approval of the draft response as appended to the report be homologated.

8 Refugee Resettlement Programme

There was submitted a report by the Chief Executive relative to the refugee resettlement programme. The report intimated that the Council had supported national refugee resettlement programmes since 2015, participating in both the Syrian Vulnerable Persons Resettlement Scheme and the Vulnerable Children's Resettlement Scheme from 2017. It was noted that funding was received from the UK government to support the resettlement process, and at a local level, services and partners had built up considerable expertise in terms of supporting the resettlement of vulnerable refugees within local communities. The report sought approval to extend the Council's participation for a further two years as participation in both schemes had now reached review points as set by this Board.

It was noted that in June 2019, the UK government announced that a new single resettlement programme would replace these schemes, potentially from June 2020. The scheme would also be extended to support resettlement of vulnerable people to those most at risk and would not be limited to people with Syrian nationality. Officers would continue to review participation in the schemes as these transitioned to new arrangements.

DECIDED:

- (a) That it be agreed to extend the Council's participation in both the Vulnerable People's Resettlement and the Vulnerable Children's Resettlement Schemes for a further period of two years; and
- (b) That it be noted that this was subject to planned changes to the national schemes, with arrangements being kept under regular review by officers.

9 Preparations for the Planned Withdrawal of the UK from the EU

Under reference to item 4 of the Minute of the meeting of this Board held on 1 May 2019, there was submitted a report by the Chief Executive relative to the Brexit negotiation process and providing an overview of key areas of preparation being progressed by officers in relation to the potential of a no-deal Brexit scenario being realised.

The report indicated that officers continued to undertake all required actions to prepare effectively for the potential of a no-deal Brexit scenario, including in relation to availability of goods and services; support for vulnerable people/food insecurity; support for businesses; the EU resettlement scheme; and workforce support including communications to staff and signposting to all relevant information. A copy of the risk register with documented controls to mitigate impact was appended to the report. It was noted that officers would continue to review levels of preparedness given any new or emerging information and that regular updates would continue to be provided to this Board.

DECIDED:

- (a) That the updated information provided within the report be noted; and
- (b) That the activities undertaken by Council officers to prepare appropriately for a no-deal Brexit scenario as highlighted in the risk register appended to the report be noted.

10 Full Fibre Development Proposals

Under reference to item 2 of the Minute of the meeting of the Council held on 2 March 2018, there was submitted a report by the Chief Executive relative to the outcome of a bid to the Department for Digital, Culture, Media and Sport (DCMS) Full Fibre Network Fund to provide match funding of £2 million Council investment. The report intimated that a critical element of the Council's Digital Strategy 2016/19 was to deliver a level of digital infrastructure that enabled greater connectivity of citizens, communities and businesses. The report noted that the Council had not been selected to participate in the final stages of the DCMC funding application process. However, it was highlighted that the market in relation to the provision of full fibre had evolved significantly since the development of the Council's digital strategy had been developed and an alternative funding model had been developed which would seek to deliver a full-fibre network in Renfrewshire, at a greater pace than those other local authority areas that had secured DCMS funding. In addition, the report indicated that this model could potentially lever in significant external investment in infrastructure in Renfrewshire and that a procurement exercise would be progressed to deliver the infrastructure required.

DECIDED:

- (a) That the work undertaken by officers to develop proposals to deliver full fibre infrastructure in Renfrewshire in line with the aspirations of the Digital Strategy 2016/19 be noted;
- (b) That it be noted that an initial bid to the Local Full Fibre Network Fund to facilitate the delivery of a full-fibre network in Renfrewshire was not selected to progress to the final stages of award;
- (c) That it be agreed that the £2 million of funding previously approved by Council to provide match funding for the DCMS application be utilised to deliver full fibre infrastructure through the alternative approach identified in the report;
- (d) That it be agreed that officers proceed with an appropriate contract strategy to secure a single contract with terms and conditions covering the provision of a gigabit (and multigigabit in future) network to Council sites, acting as a springboard to launch gigabit connectivity services to residential and business users across Renfrewshire. A 20-year long term arrangement had been identified as the most appropriate arrangement and which would encourage long-term investment in connectivity infrastructure across Renfrewshire, and
- (d) That it be noted that related contract authorisation reports would be submitted to a future meeting of the Finance, Resources and Customer Services Policy Board for approval.

Declaration of Interest

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

11 Paisley Townscape Heritage/Conservation Area Regenerational Scheme (TH/CARS2): Grant Award - George Place, Paisley

There was submitted a report by the Chief Executive relative to progress to date with the Paisley Townscape Heritage/Conservation Area Regeneration Scheme (TH/CARS2) and providing details of a grant award in relation to 5 George Place, Paisley. The report intimated that the TH/CARS2 project was funded by Historic Environment Scotland (HES), the National Lottery Heritage Fund (NLHF) and the Council and was being delivered over the five-year period 2016/21. It was noted that the project continued to make good progress to deliver its aims of improving the historic fabric of Paisley town centre and providing opportunities for local people to take part in heritage education, training and events. The anticipated project value was anticipated to be in excess of £4.5 million. The report indicated that over the remaining period of the project it would continue to deliver the heritage education, training and events activity plan; coordinate the delivery of third-party building repair/restoration works and shopfront improvement works within the TH/CARS2 project area; develop and deliver public realm improvements; and in compliance with the requirements of NLHF and HES grants, submit the required monitoring reports and grant claims; and continue to update Board at appropriate intervals in terms of progress and achievements of the project.

In addition, the report referred to the decision taken at the Council meeting held on 29 September 2016 to approve and award third party grants and it was noted that an application for a building repair grant of £283,000 had been received for external works at 5 George Place, Paisley. The property was Georgian townhouse located adjacent to Sma' Shot Cottages and was category 'B' listed.

DECIDED:

- (a) That the progress made to date with the TH/CARS2 scheme be noted; and
- (b) That the award of a third party TH/CARS2 grant be approved, subject to approval by NLHF and HES, for building repair work at 5 George Place, Paisley.

12 Renfrewshire Economic Profile (December 2019) and Economic Development Update

There was submitted a report by the Chief Executive relative to the fifth edition of the Renfrewshire Economic Profile which was brought to the Board on six-monthly intervals to allow the Board to track changes in the local economy through a set of key statistical indicators. The report also provided the first in a series of spotlight reports on Renfrewshire's principal employment locations, with the first focusing on Hillington Park. Future updates would focus on other employment locations such as Inchinnan Business Park, Glasgow Airport and Braehead. The report also provided an update on the suspension of the European Social Fund as highlighted to the Board at its meeting held on 18 September 2019 and detailed the potential implications for the Council. It was noted that the Council had already put in measures to reduce EU spend until there was a satisfactory resolution and that the Council now required to determine whether further mitigating action was required and the situation could be managed or whether activity relating to these programmes required to be reduced or stopped.

It was proposed that there be a future spotlight report on West Renfrewshire and that short presentations be provided to the Board as appropriate on spotlight areas. This was agreed.

Councillor Nicolson, seconded by Councillor Paterson, moved that the content of the December 2019 Renfrewshire Economic Profile be noted; that the content of the Hillington Park spotlight report be noted; and that the update regarding European Social Fund payments be noted.

Councillor McIntyre, seconded by Councillor J MacLaren, moved as an amendment that Renfrewshire Council will request the Scottish Government make good any funding shortfall for existing projects resulting from the suspension of European Social Fund Payments.

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

DECIDED:

- (a) That the content of the December 2019 Renfrewshire Economic Profile be noted;
- (b) That the content of the Hillington Park spotlight report be noted;
- (c) That the update regarding European Social Fund payments be noted;
- (d) That there be a future spotlight report on West Renfrewshire and that short presentations be provided to the Board as appropriate on spotlight areas; and
- (e) That Renfrewshire Council will request the Scottish Government make good any funding shortfall for existing projects resulting from the suspension of European Social Fund Payments.

13 Community Empowerment Fund - Updated Guidance

There was submitted a report by the Chief Executive relative to updated guidance on the Community Empowerment Fund. The report intimated that at its meeting held on 2 March 2018 the Council agreed to commit £1.5 million to establish a fund to be used to support community organisations to realise ambitions in relation to community asset transfer. Subsequently at its meeting on 18 June 2018, the Leadership Board approved the funding guidance required to launch the Fund. It was noted that the fund had been successful with 17 awards to date and £256,000 of funding being distributed. During the first year of the Fund's establishment feedback had been received from a range of stakeholders on its operation and the funding guidance had now been reviewed to provide greater clarity on the application process and criteria.

The report indicated that at the meeting of the Communities, Housing & Planning Policy Board held on 29 October 2019 applications from Paisley 2021 Community Trust and Active Communities had been approved in principle subject to the approval of the revised guidance by this Board.

DECIDED:

- (a) That the revised guidance for the Community Empowerment Fund be approved; and
- (b) That the decision of the Communities, Housing & Planning Policy Board to approve awards in principle to Paisley 2021 Community Trust and Active Communities, pending approval of this revised guidance, be noted.

14 Strategic Partnership Agreement - Paisley 2021 Community Trust

There was submitted a report by the Chief Executive relative to the Strategic Partnership Agreement which had been developed with Paisley 2021 Community Trust. The report intimated that partnership working was key to the delivery of the Community Plan and also to the Council Plan, recognising that the Council alone would not be able to improve the outcomes targeted. A range of activities were underway across the Council to support greater collaboration and engagement with local community groups and organisations by redefining the relationships that had developed over time and working more closely together on shared priorities. The concept of a Strategic Partnership Agreement was to demonstrate commitment to partnership working and to strengthen communication and engagement through regular dialogue. The Partnership Agreement would be reviewed jointly after one year of operation.

DECIDED: That the Strategic Partnership Agreement in relation to Paisley 2021 Community Trust be approved.

Declarations of Interest

Councillors Hughes and McCartin having previously declared an interest in items 15, 16, 17 and 18 remained in the meeting.

15 Cultural Organisation Development Fund

There was submitted a report by the Chief Executive relative to the award of grants recommended for approval from the second round of applications to the Cultural

Organisations Development Fund. It was noted that the Board at its meeting held on 19 September 2019 had agreed to establish the Fund as one of the legacies of the UK City of Culture bid process. It was a key mechanism in building a thriving local independent cultural sector and delivering the benefits of the bid process and strengthening and building the capacity of local cultural and creative organisations. The report intimated that four applications had been received, as detailed in the appendix to the report, two of which were recommended for award with a total value of £66,425, leaving a Fund balance of £11,257.

DECIDED:

- (a) That the continued level of interest generated in the second round of the Cultural Organisations Development Fund be noted;
- (b) That the recommended grant awards, as detailed in the report, to the total value of £66,425 be approved;
- (c) That the use of the balance of £11,257 for a further round of small grants to support growth plans be approved and that it be delegated to the Director of Communities, Housing & Planning Services to make the awards; and
- (d) That it be noted that officers would undertake further work on the longer-term sustainability of the Fund.

16 Culture, Heritage and Events Fund (CHEF) Review and Recommendations for Future Development

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the review of the Culture, Heritage and Events Fund (CHEF) and proposing recommendations for the next steps in its development.

The report intimated that the Fund had been established in 2016 to generate new cultural and creative activity in support of Paisley's UK City of Culture 2021 bid and its legacy. Whilst activity in 2016 and 2017 often related directly to the bid, funded projects had supported the growth of the culture, heritage and events sector across Renfrewshire as an integral part of the area's long-term social and economic regeneration. An initial fund of £500,000 had been established in 2016. This was increased to £1 million in February 2017 with a further £140,000 being added in March 2018 to support relevant activities up to 2021. It was noted that demand had been extremely high with all funds now awarded and none were available currently for new activity. The report outlined the objectives of CHEF; detailed the number of applications received and funding rounds held; average grant award and the range of activities supported. The report proposed that in light of the positive impact of the funding programme and the continuing high level of demand that consideration be given through the budget process to identify additional funding to support funding rounds in 2020/21.

DECIDED:

- (a) That the success of CHEF to date as a funding programme and the outcomes that had been delivered as detailed in the review be noted;
- (b) That, in light of the demonstrated success of the programme and the high level of demand that consideration be given to identifying additional funding as part of budget deliberations to allow further funding rounds in 2020/31; and
- (c) That it be noted that subject to further funding being identified, that the current criteria, application and support process for applicants would be revised to take account of the findings of the review, and

(d) That it be noted that further work would be taken forward to consider the longer-term sustainability of this funding programme, in the context of the revised cultural strategy and in conversation with national funders regarding future partnership opportunities.

17 Renfrewshire Visitor Plan 2018-2012 - Year 2 Update

There was submitted a report by the Chief Executive relative to the Year 2 update of the Renfrewshire Visitor Plan which had been developed in consultation with national tourism partners and the local sector and had been approved by this Board in December 2017. The report provided an overview of Year 2 activity and progress against the strategy targets. Appendix 1 to the report outlined detailed actions against each of the objectives of increasing destination marketing to grow opportunities to see or hear something positive about Renfrewshire; to increase visitor numbers by 4% year on year; to increase visitor spend; to enhance the visitor experience by building capacity and developing a quality product and to support tourism business growth and collaboration. It was noted that the Chief Executive's Service had won the VisitScotland Thistle Award for best cultural event/festival for Paisley Halloween.

DECIDED: That Year 2 progress as detailed in Appendices 1 and 2 to the report be noted and that it be noted that a further progress report would be brought to the Board in December 2020.

18 Six-monthly Monitoring Report - Renfrewshire Leisure Limited

There was submitted a report by the Chief Executive relative to performance of Renfrewshire Leisure in terms of its annual business plan priorities and the arrangements in place to monitor delivery of the plan. The report highlighted key achievements over the previous six month period; provided a summary of the environment within which the organisation was operating and outlined priorities for the next six months. The report also provided details in relation to national performance indicator data for cultural and leisure services. It was noted that the national performance benchmarking data for 2018/19 was currently being validated and was due to be published by the Improvement Service later in 2019.

DECIDED: That the performance update and progress being made by Renfrewshire Leisure in the delivery of the Business Plan for 2019/20 be noted.

19 Adult Social Work Services - Six-monthly Update Report

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the six-monthly update from June to September 2019. The report provided details in relation to the national direction of public health reform and priorities, the establishment of Public Health Scotland, the Public Bodies (Joint Working) (Scotland) Act 2014; Partnership activities relating to the delegated functions including modernising services; optimising joint and integrated working; statutory requirements, national policy and compliance, service reviews; delivering safe and sustainable services; and gave an overview of current adult social work services' performance including areas for improvement and actions to address these.

DECIDED:

- (a) That the report updating activity and performance of adult social work services delegated to the Integration Joint Board be noted; and
- (b) That it be noted that the 2019/20 annual performance report would be presented to the meeting of this Board to be held on 17 June 2020.

Minute of Meeting Council

Date	Time	Venue
Thursday, 05 December 2019	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Provost L Cameron, presided.

In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L Mahon, Head of Marketing & Communication and L McIntyre, Head of Policy & Commissioning (both Chief Executive's); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager and E Currie, Senior Committee Services Officer (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure).

Apologies

Councillors Hood, Kerr and Dowling for lateness.

Declarations of Interest

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

Additional Item

Councillor McCartin intimated that she wished to table an emergency motion which had not been included in the notice calling the meeting and she requested that this be taken as an additional item.

Provost Cameron ruled, in terms of Standing Order 14, that as there were no special circumstances which required the item to be considered at the meeting as a matter of urgency, the motion would not be taken up as an additional item of business.

During the course of the meeting Provost Cameron advised that the Council's Team Up to Clean Up Team had won the Community Engagement Award at the Scottish Public Awards Ceremony on 4 December 2019.

Obituary

Provost Cameron acknowledged the death of Bill Perrie, a former Renfrewshire Councillor who had represented Renfrew North, and advised that she had extended sincere condolences to his family on behalf of Renfrewshire Council.

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, 26 September 2019

Special Council, 26 September 2019

Communities, Housing and Planning Policy Board, 29 October 2019

Regulatory Functions Board, 30 October 2019

Appointment Board, 30 October 2019

Education and Children's Services Policy Board, 31 October 2019

Audit, Risk and Scrutiny Board, 4 November 2019

Infrastructure, Land and Environment Policy Board, 6 November 2019

Special Council, 11 November 2019

Finance, Resources and Customer Services Policy Board, 13 November 2019

Regulatory Functions Board, 14 November 2019

Appointment Board, 26 November 2019

DECIDED: That the Minutes be approved.

2 A Prudential Framework for Capital Finance in Renfrewshire - Progress Report

There was submitted a progress report by the Director of Finance & Resources relative to the Council's prudential indicators for 2019/20.

The report outlined the key objectives to the Prudential Code, detailed the Renfrewshire position as at 11 October 2019 and intimated that total capital expenditure was £39.111 million, of which £23.544 million related to Non-Housing and £15.567 million related to Housing. A review of the updated capital spending plan for 2019/20 suggested that the indicators required to be revised for the current year, the details of which were contained within the report. It was highlighted that indicators for 2020/21 and 2021/22 would be reviewed in February 2020, together with the budget proposals.

The report set out the proposed net decrease of £6.419 million in the planned Non-Housing capital expenditure during 2019/20 and the factors which had contributed to this decrease; the factors considered in relation to the proposed increase of £2.649 million in the planned Housing capital expenditure; outlined proposed revisions to the capital expenditure and capital financing requirement indicators and the indicators for affordability; detailed the position in relation to external debt indicators, loan fund advances and the outlook for the remainder of 2019/20.

Appendix 1 to the report detailed the Council's net borrowing position as at 11 October 2019 and Appendix 2 to the report detailed the Council's actual external debt.

DECIDED:

- (a) That the changes to the prudential indicators as detailed in the report be approved; and
- (b) That the treasury management activity for the period to 11 October 2019 be noted.

3 Statutory Review of Polling Places and Polling Districts

Under reference to item 6 of the Minute of the meeting of the Council held on 26 September 2019 there was submitted a report by the Director of Finance & Resources relative to the statutory review of polling places and polling districts.

The report intimated that the Electoral Registration and Administration Act 2013 further amended the Representation of the People Act 1983 by introducing a statutory duty for all polling districts and polling places to be reviewed by the end of January 2015 and at least every 5 years thereafter. The current polling arrangements following the previous statutory review were approved by Council on 27 February 2014 for use in all elections thereafter in the period to the next review. However, the Boundary Commission's Fifth Electoral Review resulted in the creation of an additional Council Ward and consequential changes to the Council's Ward boundaries. A revised Polling Plan was therefore adopted by Council on 15 December 2016.

A notice had been published on 1 March 2019 giving details of the timetable for and scope of the review and the consultation process and inviting comments on the current arrangements. In addition, the report indicated that consultation had taken place with key groups, including councillors, Council departments, community councils, Renfrewshire Valuation Joint Board, the local Disability Liaison Group, and Capability Scotland and a note of the comments received and the consideration which had been given to them was set out in Appendix 1 to the report.

Appendix 2 to the report detailed local housing developments that might impact on polling arrangements over the five-year period of the Plan; Appendix 3 to the report set out the proposed revisals and renumbering of polling district references and polling places; the draft Polling Plan formed Appendix 4 to the report; maps of the Polling Districts formed Appendix 5 to the report; and Appendix 6 to the report detailed the comments received from the first phase of the consultation and the consideration given to them.

DECIDED:

(a) That the consideration given to the comments set out in Appendix 1 to the report, received as part of the second phase of the public consultation, be noted; and

(b) That the polling districts, polling places and polling stations as set out in the appendices to the report be approved for use in all elections and referenda from 31 January 2020 until the next review.

4 Scottish Household Survey

Under reference to item 23 of the Minute of the meeting of the Council held on 26 September 2019 there was submitted a report by the Chief Executive providing a summary of the Scottish Household Survey results for Renfrewshire.

The report intimated that the Scottish Household Survey was a continuous survey based on a sample of 10,500 responses from private residences across Scotland and represented a core element of the Scottish Government's approach to population surveys and the gathering of population data in Scotland and contributed to a range of national datasets including the National Performance Framework.

The Scottish Government published the 2018 annual report on the survey in September 2019 highlighting a number of findings regarding satisfaction with public services such as schools, healthcare and public transport. In October 2019, the Scottish Government published local authority level data from the Scottish Household Survey.

In 2018, 240 responses were recorded in Renfrewshire as part of the overall sample. This was a very small sample size compared to other existing Council survey mechanisms where the response levels had typically been in the region of 1000 respondents.

The report provided a summary of the headline results for Renfrewshire focusing on those areas raised at the Council meeting held on 26 September 2019 around satisfaction with public services including health, transport and education services. The report proposed that given both the limited sample size and breadth of data which was available across the whole survey, a more detailed briefing be offered to elected

members as part of the ongoing elected member development programme in order to facilitate the provision of a more comprehensive analysis.

The Head of Policy & Commissioning agreed to issue information to Councillor James MacLaren in relation to climate change, building and energy efficiency.

DECIDED:

(a) That the report be noted;

(b) That it be noted that detailed briefings on the Scottish Household Survey at a national and Renfrewshire level would be offered to all elected members as part of the ongoing development programme for members; and

(c) That the Head of Policy & Commissioning issue information to Councillor James MacLaren in relation to climate change, building and energy efficiency.

5 Clyde Muirshiel Park Authority Joint Committee – Replacement of Council Representative

There was submitted a report by the Director of Finance & Resources advising that Councillor Steel had intimated his intention to stand down as one of the Council's representatives on the Clyde Muirshiel Park Authority Joint Committee.

The report sought the Council's approval to replace Councillor Steel with Councillor Audrey Doig as a member of the Joint Committee.

In addition, Councillor Nicolson proposed that Councillor Paterson replace Councillor Don as a member of the Licensing Board. This was agreed unanimously.

DECIDED:

(a) That the Council agree that Councillor Steel be replaced by Councillor Audrey Doig as a Council representative on the Clyde Muirshiel Park Authority Joint Committee; and

(b) That the Council agree that Councillor Don be replaced by Councillor Paterson as a member of the Licensing Board.

6 Notice of Motion 1 by Councillors Mackay and Strang

There was submitted a Notice of Motion by Councillors Mackay and Strang in the following terms:

"Where an Elected Member of Renfrewshire Council chooses not to take a salary, the Chief Executive is to establish how the Elected Member would like their salary allocated and fulfil those wishes where possible.

With regard the pension contributions from both parties, the Chief Executive is to establish the wishes of the Elected Member and implement them accordingly."

Councillor Mackay, seconded by Councillor Strang, then moved the motion.

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

“Council notes that where an elected member chooses not to take a salary, the associated resources will be managed as part of the Council’s existing financial arrangements. In such circumstances the elected member cannot, as a direct consequence of not receiving salary, be an active and contributing member to the Strathclyde Pension Fund.

Any elected member who chooses to receive a salary, is free in a personal capacity to direct that payment in any way they wish and at the same time able to be an active and contributing member of the Strathclyde Pension Fund.”

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Begg, Bibby, Brown, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Devine, Andy Doig, Audrey Doig, Don, Grady, Graham, Harte, Hughes, Kennedy, Mack, Kenny MacLaren, Mags MacLaren, McCartin, McCulloch, McEwan, McGurk, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Sharkey, Shaw, Sheridan, and Steel.

The following members voted for the motion: Councillors Binks, Mackay, James MacLaren, McIntyre and Strang.

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

DECIDED: Council notes that where an elected member chooses not to take a salary, the associated resources will be managed as part of the Council’s existing financial arrangements. In such circumstances the elected member cannot, as a direct consequence of not receiving salary, be an active and contributing member to the Strathclyde Pension Fund.

Any elected member who chooses to receive a salary, is free in a personal capacity to direct that payment in any way they wish and at the same time able to be an active and contributing member of the Strathclyde Pension Fund.

7 Notice of Motion 2 by Councillors Mackay and McIntyre

There was submitted a Notice of Motion by Councillors Mackay and McIntyre in the following terms:

"To enable time for Elected Members to scrutinise the proposed budget, it is to be presented to Elected Members at least 24 hours in advance of the Council Meeting at which it is to be voted."

Councillor Mackay, seconded by Councillor McIntyre, then moved the motion.

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

“Council notes that budget papers are provided prior to the Council meeting for the consideration of elected members and their respective groups. Officers can also provide assistance and guidance to elected members and groups on any proposals in advance of the budget meeting.”

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Bibby, Brown, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Davidson, Devine, Andy Doig, Audrey Doig, Don, Grady, Harte, Hughes, Kennedy, Kenny MacLaren, Mags MacLaren, McCartin, McCulloch, McEwan, McGurk, McNaughtan, Montgomery, Mylet, Nicolson, Paterson, Rodden, Sharkey, Shaw, Sheridan, and Steel.

The following members voted for the motion: Councillors Begg, Binks, Graham, Mack, Mackay, James MacLaren, McIntyre and Strang.

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

DECIDED: Council notes that budget papers are provided prior to the Council meeting for the consideration of elected members and their respective groups. Officers can also provide assistance and guidance to elected members and groups on any proposals in advance of the budget meeting.

8 Notice of Motion 3 by Councillors Mack and Andy Doig

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

9 Notice of Motion 4 by Councillors Andy Doig and Mack

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

"Supporting Renfrewshire's Farming Community

Renfrewshire Council notes the concern expressed by the UN Intergovernmental Panel on Climate Change earlier this year on the detrimental impact of agri-business on global warming, particularly in the meat and dairy sector, and recognises the valuable contribution of Renfrewshire's farming community to locally sourced and produced quality meat and dairy products.

Council further highlights the benefits of quality red meat as a suitable source of zinc, iron, and vitamin B12 and calls on future UK governments to protect and defend the primacy of locally sourced and produced red meat, in areas such as Renfrewshire, when negotiating international trade deals."

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

DECIDED: Supporting Renfrewshire's Farming Community

Renfrewshire Council notes the concern expressed by the UN Intergovernmental Panel on Climate Change earlier this year on the detrimental impact of agri-business on global warming, particularly in the meat and dairy sector, and recognises the valuable contribution of Renfrewshire's farming community to locally sourced and produced quality meat and dairy products.

Council further highlights the benefits of quality red meat as a suitable source of zinc,

iron, and vitamin B12 and calls on future UK governments to protect and defend the primacy of locally sourced and produced red meat, in areas such as Renfrewshire, when negotiating international trade deals.

Sederunt

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

10 Notice of Motion 5 by Councillors Andy Doig and Mack

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

"Remembering Renfrewshire's contribution to the Fight against Fascism during the Spanish Civil War

Renfrewshire Council watches with concern the rise of populist and far right parties and governments across Europe, in this, the 80th anniversary year of the beginning of the Second World War against Fascism and Nazism.

Council applauds the contribution against Fascism made by those from Renfrewshire, and across the UK, who served in the International Brigades during the Spanish Civil War, which was in so many ways the precursor of the Second World War.

Council resolves that in honour of the sacrifice of the International Brigades, whom many consider to be the advance guards of democracy, the flag of the Second Spanish Republic (1931-39) shall be flown outside Renfrewshire House every 21st September annually, the date when the Brigades were disbanded."

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

Councillor Mackay, seconded by Councillor James MacLaren, moved as a first amendment:

"That this matter does not fall under the jurisdiction of Renfrewshire Council."

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

"That the date of 21st September annually be replaced with 16th February annually and that the flag to be flown be the popular front flag of Spain 1936."

In terms of Standing Order 27, Councillor Andy Doig and Councillor Mack, being the mover and seconder of the motion agreed that the last paragraph of the motion be amended to read:

"Council resolves that in honour of the sacrifice of the International Brigades, whom many consider to be the advance guards of democracy, a flag be flown from outside Renfrewshire House every 16 February annually, to commemorate the election of the popular front government in 1936. The flag to be flown to be agreed with group Leaders."

In terms of Standing Order 27, Councillor Sharkey and Councillor Devine, being the mover and seconder of the second amendment agreed to this and withdrew their amendment.

On the roll being called, the following members voted for the first amendment which was now the substantial amendment: Councillors Begg, Binks, Graham, Mackay, James MacLaren, McIntyre and Strang.

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

7 members having voted for the amendment and 32 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Remembering Renfrewshire's contribution to the Fight against Fascism during the Spanish Civil War

Renfrewshire Council watches with concern the rise of populist and far right parties and governments across Europe, in this, the 80th anniversary year of the beginning of the Second World War against Fascism and Nazism.

Council applauds the contribution against Fascism made by those from Renfrewshire, and across the UK, who served in the International Brigades during the Spanish Civil War, which was in so many ways the precursor of the Second World War.

Council resolves that in honour of the sacrifice of the International Brigades, whom many consider to be the advance guards of democracy, a flag be flown from outside Renfrewshire House every 16 February annually, to commemorate the election of the popular front government in 1936. The flag to be flown to be agreed with group Leaders.

11 Notice of Motion 6 by Councillors Kenny MacLaren and Mags MacLaren

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

“Council agrees to investigate the re-instatement of two bus stops located on Well Street, Paisley to their original location. Council also agrees to full engagement and consultation with local residents, local elected members, local businesses and the local community council. These stops were originally moved without prior consultation and require community involvement.

Council calls on SPT to remove all barriers, including financial, to this relocation and assist the council to relocate these bus stops.

Council will contact SPT to seek agreement on the relocation of these bus stops without any financial penalty to the Council.”

Councillor Kenny MacLaren, seconded by Councillor Mags MacLaren, then moved the motion which was agreed unanimously.

DECIDED: Council agrees to investigate the re-instatement of two bus stops located on Well Street, Paisley to their original location. Council also agrees to full engagement and consultation with local residents, local elected members, local businesses and the local community council. These stops were originally moved without prior consultation and require community involvement.

Council calls on SPT to remove all barriers, including financial, to this relocation and assist the council to relocate these bus stops.

Council will contact SPT to seek agreement on the relocation of these bus stops without any financial penalty to the Council.

Sederunt

Councillor Dowling entered the meeting during consideration of the following item of business.

12 Notice of Motion 7 by Councillors McCartin and Mack

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

"Hawkhead cemetery

This council recognises that £500,000 has been spent on Hawkhead cemetery in the last year. Council also recognises that this work has covered only one part of the cemetery, and that most of the area is still in a shocking state of disrepair.

The council therefore confirms that adequate funding will be included in next year's Administration budget to fully address the problems which have built up in Hawkhead cemetery over the previous decades."

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

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

"Council agrees that the significant investment in cemeteries by this council across the whole of Renfrewshire was welcomed by local communities and further notes that future investment is a matter for the respective groups as part of the budget process."

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

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Dowling, Grady, Graham, Harte, Kennedy, Mack, James MacLaren, McCartin, McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

The following members abstained: Councillors Andy Doig and Mackay.

18 members having voted for the amendment, 20 members having voted for the motion, and 2 members having abstained, the motion was accordingly declared carried.

DECIDED: Hawkhead cemetery

This Council recognises that £500,000 has been spent on Hawkhead cemetery in the last year. Council also recognises that this work has covered only one part of the cemetery, and that most of the area is still in a shocking state of disrepair.

The Council therefore confirms that adequate funding will be included in next year's Administration budget to fully address the problems which have built up in Hawkhead cemetery over the previous decades.

13 Notice of Motion 8 by Councillors Mack and Andy Doig

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

14 Notice of Motion 9 by Councillors Mylet and Kenny MacLaren

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

"Council, in recognition of the climate emergency, condemns the excessive use of packaging by local supermarkets and online retailers such as Amazon. Council agrees that whilst there is legislation in place it does not go far enough to deal with the issue of excess packaging. It is clear that climate change is not a priority for Westminster and that these powers should be devolved to the Scottish Parliament to strengthen the legislation to protect our environment.

Council also instructs officers in trading standards to investigate this issue within Renfrewshire and take action against retailers who don't comply with the current legislation. The council will also audit our own services to ensure that we are not contributing to this problem."

Councillor Mylet, seconded by Councillor Kenny MacLaren, then moved the motion.

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

Remove "it is clear that climate change is not a priority for Westminster and that these powers should be devolved to the Scottish Parliament to strengthen the legislation to protect our environment."

Replace with:

"Reduction in carbon dioxide emissions across the G20 between 2010 and 2017: Britain leads the way (all other G20 countries increased emissions – G20 emissions overall rose by 5%) – attached as the appendix to this Minute.

On the roll being called, the following members voted for the amendment: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Dowling, Grady, Graham, Harte, Kennedy, Mackay, James MacLaren, McCulloch, McIntyre, Montgomery, Sharkey,

Sheridan and Strang.

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

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

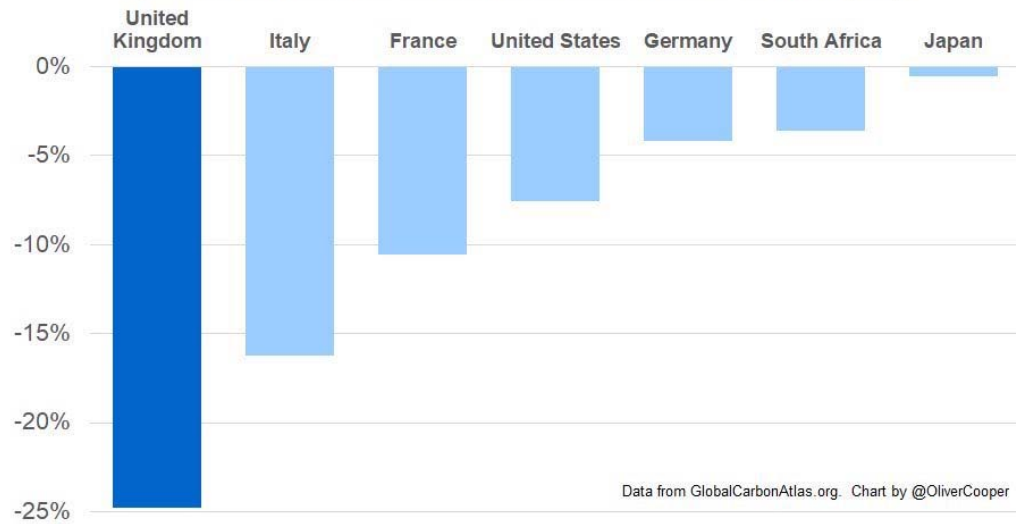
DECIDED: Council, in recognition of the climate emergency, condemns the excessive use of packaging by local supermarkets and online retailers such as Amazon. Council agrees that whilst there is legislation in place it does not go far enough to deal with the issue of excess packaging. It is clear that climate change is not a priority for Westminster and that these powers should be devolved to the Scottish Parliament to strengthen the legislation to protect our environment.

Council also instructs officers in trading standards to investigate this issue within Renfrewshire and take action against retailers who don't comply with the current legislation. The Council will also audit our own services to ensure that we are not contributing to this problem.

Appendix to item 14

Reduction in carbon dioxide emissions across the G20 between 2010 and 2017: Britain leads the way

(all other G20 countries increased emissions - G20 emissions overall rose by 5%)



Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 14 January 2020	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities, Housing & Planning Services; F Carlin, Head of Planning & Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager, S Marklow, Strategy & Place Manager and L Muirhead, Planning & Housing Manager (all Communities, Housing & Planning Services); G Hannah, Strategic Change Manager (Environment & Infrastructure); and J Lynch, Head of Property Services, N Young, Assistant Managing Solicitor Litigation & Advice, S Muir, Finance Business Partner and R Devine, Senior Committee Services Officer (all Finance & Resources).

Apologies

Councillors Don and Nicolson.

Declarations of Interest

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

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

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-committee held on 29 October 2019, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Revenue Budget Monitoring Report

There was submitted a joint Revenue Budget Monitoring report by the Directors of Finance & Resources, Communities, Housing & Planning Services and Children's Services for the period 1 April to 8 November 2019.

The report highlighted a permanent increase in budget for services reporting to this Policy Board of £124,559 to reflect changes in service responsibilities between Communities, Housing & Planning Services and Environment & Infrastructure.

DECIDED: That the budget position be noted.

3 Capital Budget Monitoring Report

There was submitted a joint Capital Budget Monitoring report by the Directors of Finance & Resources and Communities, Housing & Planning Services for the period 1 April to 8 November 2019.

The report detailed budget changes for 2019/20 totalling £2.134M relating to the Housing Revenue Account and Development & Housing Services budgets and the reasons for the proposed carry-forward of monies.

DECIDED: That the report be noted.

4 Communities, Housing & Planning Services Annual Health & Safety Report and Action Plan

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the 2019/20 Health & Safety Report and Action Plan for Communities, Housing & Planning Services. The report provided an evaluation of the

Health & Safety performance of the Service and set future objectives. A copy of the annual report and action plan for 2019/20 was appended to the report.

DECIDED: That the report be noted.

5 Sustainable Duke of Edinburgh Delivery Model

There was submitted a report by the Director of Communities, Housing & Planning Services relative to proposed changes and improvements to the current delivery model for the Duke of Edinburgh (DofE) Award programme. The report advised that the revised DofE programme sought to deliver a more effective and efficient operating process, was sustainable and would meet the growing demands of young people in Renfrewshire.

A summary of the benefits offered through the DofE programme was provided, together with details of participation levels during the previous three-year period. The report highlighted that delivery of the programme on the current scale placed significant demands on the resources of schools and Council support teams and relied on the goodwill and voluntary support of a range of officers across the Council. In addition, the report indicated that a recent review of the current DofE Award programme had highlighted variances across the authority regarding participation figures, completion numbers and consistency of offer and opportunities. Differences had also been noted in the level of fee being charged to access the programme and the types of equipment and experience offered. Furthermore, it had been noted that the current DofE programme had a high turnover of volunteers which impacted on access to specialist resources and support.

The desktop review of the DofE programme undertaken had sought to support the development of a new model of delivery, the main aims of which were outlined within the report, reflecting the changing and adapting needs of young people, their parents, communities and schools and which was flexible enough to cope with the increased pressures associated with competing priorities for resources in schools. Both the DofE and Adventurous Activities Licensing Authority licences, held by Renfrewshire Council's Youth Services, required rigid adherence to stringent health and safety and performance protocols, including regular scrutiny through annual reviews and bi-annual inspections. Meeting the needs of the licence conditions had been a significant factor in shaping the revised DofE programme. It was highlighted that if Renfrewshire was to continue to achieve its objective of maintaining the high numbers of young people starting and completing the award at all levels, a corporate approach to the delivery of the DofE programme was required which included the involvement of partner providers, implementation of equitable and consistent costs and clear governance and health and safety processes. The main aims of the revised model of delivery for the DofE programme were outlined within the report.

DECIDED:

(a) That the development of a revised Duke of Edinburgh Awards Scheme model, which would support the renewal of the Duke of Edinburgh's Award licence for Renfrewshire Council for a further five years, be approved; and

(b) That a further report be submitted to a future meeting of this Policy Board on

progress with the development and implementation of the model, including the proposed charging framework and other resource implications.

6 Orchard Street Housing Renewal Area

Under reference to item 10 of the Minute of the meeting of the Council's Housing & Community Safety Policy Board held on 14 March 2017 there was submitted a report by the Director of Communities, Housing & Planning Services relative to the Orchard Street Housing Renewal Area.

Reference was made within the report to the decision taken at the meeting of the Council's former Housing & Community Safety Policy Board held on 14 March 2017, to approve the Orchard Street Housing Renewal Area Designation Order and Action Plan. Details of the tenemental blocks and communal areas involved in the proposed Comprehensive Tenement Improvement scheme were provided. The report advised that Paisley Housing Association (PHA) had reached agreement, in principle, with owners on the acquisition of over 80% of the privately-owned residential properties within the Orchard Street Housing Renewal Area Designation Order boundaries. Authority was sought for the Director of Communities, Housing & Planning Services, in consultation with the Head of Corporate Governance, to enter into a legal agreement on behalf of the Council with PHA with the objective of providing the Housing Association with sufficient comfort to start the acquisition process and take forward further planning activity to facilitate the delivery of the proposed Comprehensive Tenement Improvement project. The principles of the proposed legal agreement were outlined with the report. The report also sought authority to use Compulsory Purchase powers to secure delivery of the Housing Renewal Area Designation Order and Action Plan in circumstances where, despite all reasonable attempts by PHA and/or Renfrewshire Council, it had not been possible to voluntarily acquire privately-owned properties or voluntarily secure owners' participation in the Comprehensive Tenement Improvement scheme.

DECIDED:

(a) That the Director of Communities, Housing & Planning Services be authorised, in consultation with the Head of Corporate Governance, to enter into a legal agreement with Paisley Housing Association, in accordance with the principles set out in section 5 of the report;

(b) That a Compulsory Purchase Order be initiated to facilitate the delivery of the Housing Renewal Area if either Paisley Housing Association or the Council was not able, despite all reasonable attempts, to voluntarily acquire privately-owned residential and commercial properties within the Housing Renewal Area boundaries or reach agreement with owners of the properties to voluntarily participate in the Comprehensive Tenement Improvement Project; and

(c) That the Director of Communities, Housing & Planning Services be authorised (i) to acquire ownership of privately-owned properties within the Housing Renewal Area boundary in the event that it was not possible to enter into a legal agreement with Paisley Housing Association within the necessary timeframe; and (ii) to make appropriate provision to deliver the proposed Comprehensive Tenement Improvement scheme as part of the Council's Housing Revenue Account capital investment

programme, including the submission, as appropriate, of grant applications to the Scottish Government.

7 Department for Business, Energy and Industrial Strategy (BEIS) Whole House Retrofit Project Update

There was submitted an update report by the Director of Communities, Housing & Planning Services relative to the Whole House Retrofit Project. The report stated that the project had been identified following the submission of the successful funding application to Business, Energy and Industrial Strategy (BEIS) to upgrade terraced properties of 'Crosswall' construction type, where the work required to ensure that properties met the Energy Efficiency Standard for Social Housing (EESH) was more complex and expensive than that required for standard construction-type stock.

The report advised that Renfrewshire Council had 144 'Crosswall' properties, being a mixture of mid and end-terraced houses, within its housing stock. The proposed upgrade project involved 75 properties, from the streets detailed in the Appendix to the report, and encompassed a full external works package, delivering high levels of energy efficiency. It was highlighted that specific properties included in the project would be subject to consultation with tenants within the streets involved and the tenants agreement to participate in the project. Details of the upgrade package for each property within the project were outlined in the report. A summary of the potential benefits to both the Council and tenants as a result of the project and the proposed timeline for the project were also provided. It was noted that a report would be submitted to a future meeting of this Policy Board on the completion of the project.

DECIDED:

- (a) That it be noted that the project would be supported by using the BEIS Whole House Retrofit Innovation funding award;
- (b) That the areas included in the project, detailed in Appendix 1 of the report, be approved;and
- (c) That it be noted that the individual properties to be included in the project would be subject to consultation with tenants within the streets involved and their agreement to participate in the project.

8 Housing Allocations: Housing Rule 2.5

There were submitted intimations by the Director of Communities, Housing & Planning Services in terms of Housing Rule 2.5, which required all housing allocations which involved either (i) Council members or their immediate families or (ii) members of staff of the Housing Services Division or their immediate families to be notified to the relevant Policy Board.

DECIDED: That the intimations be noted.

9 Renfrewshire Vacant and Derelict Land Strategy 2020 Update

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Vacant and Derelict Land Strategy 2020.

The report advised that the Renfrewshire Local Development Plan included a commitment to reduce the amount of vacant and derelict land across Renfrewshire. The Renfrewshire Vacant and Derelict Land Strategy identified a number of actions which promoted the redevelopment and/or re-use of previously used land to encourage positive outcomes. Examples of positive outcomes included regeneration of neighbourhoods, creation of new employment opportunities, improvement of local environments and assisting in mitigating the effects of climate change through the encouragement of increased biodiversity. The first Renfrewshire Vacant and Derelict Land Strategy had been approved at the meeting of this Policy Board held on 16 January 2018 and it had been agreed that future strategies would be developed and submitted to the Communities, Housing & Planning Board bi-annually for approval.

A copy of the Renfrewshire Vacant and Derelict Land Strategy 2020 was appended to the report and identified five key themes and a series of related actions. A summary of the themes and actions was provided in the report. It was noted that although the amount of vacant land in Renfrewshire was reducing it remained a priority and would be monitored through the preparation and submission to the Scottish Government of the Scottish Vacant and Derelict Land Survey (SVDLS). During consideration of the Strategy, the Convener took the opportunity to highlight the proactive roles elected members were expected to undertake in terms of the measures detailed in Actions 8 and 9 of the Strategy.

DECIDED: That the Renfrewshire Vacant and Derelict Land Strategy 2020, a copy of which was appended to the report, be approved.

10 Land at Springbank Road, Paisley

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of two areas of land located adjacent to the shop properties at 12 Springbank Road, Paisley, which were owned by the Council and identified on a plan appended to the report, as surplus to the Council's requirements.

The report advised that the owner of the shop properties, Mr Sheikh, had submitted a request to purchase the two areas of land, extending to approximately 124 square metres in total, with a view to creating off-street parking subject to the receipt of all necessary planning and statutory consents.

The Head of Planning & Housing Services had confirmed that there was no operational requirement for the land and there was no objection to the land being declared surplus to requirements. Provisional negotiations had taken place with Mr Sheikh and a minor capital receipt was expected in the event the land was declared surplus to the Council's requirements and sold to Mr Sheikh. The area of land concerned was such that the purchase price/value of the land would be at a level upon which delegated powers granted to the Head of Property Services for the disposal of surplus property would be utilised.

DECIDED:

(a) That the two areas of land at Springbank Road, Paisley, identified on the plan appended to the report, be declared surplus to the Council's requirements in order to facilitate disposal to the adjoining owner, Mazhar Sheikh;

(b) That the sale of the two areas of land at Springbank Road, Paisley, on terms and conditions as may be negotiated by the Head of Property Services, utilising delegated powers, be authorised; and

(c) That the Head of Corporate Governance be authorised to conclude the sale incorporating appropriate terms and conditions deemed necessary to protect the Council's interest.

11 Renfrewshire Council Domestic Abuse Policy Training

There was submitted a report by the Director of Communities, Housing & Planning Services relative to training to support the Renfrewshire Council Domestic Abuse Policy.

The report stated that the Renfrewshire Council Domestic Abuse Policy had been approved at the meeting of the Finance, Resources and Customer Services Policy Board held on 13 November 2019. The roll-out of the Policy would be supported by training and awareness-raising for employees and managers across the Council which would complement the programme of training and awareness undertaken for key employees and partners over the previous two-year period. It was highlighted that as well as Renfrewshire Council employees, Domestic Abuse Policy training had also been carried out in Renfrewshire during 2019 for employees of partner organisations including the NHS, Department of Work & Pensions and Police Scotland.

DECIDED: That the roll-out of domestic abuse awareness training to all staff and partners, co-ordinated by Communities and Public Protection and detailed in section 4 of the report, be approved.

12 COSLA Human Trafficking and Exploitation Guidance for Scottish Local Authorities

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the guidance issued to Scottish Local Authorities by CoSLA in connection with human trafficking and exploitation.

The report indicated that human trafficking and exploitation was a growing concern across Scotland with all 32 local authorities having reported instances during the previous year. Locally, human trafficking was addressed through collaborative working across a range of partners with the aim of minimising the impact on the individuals affected. Furthermore, it was highlighted that there were ongoing and successful joint operations with Border Force and Police Scotland targeting the trafficking of individuals through Glasgow Airport. This work was supported by the Community Protection (Prevent) Steering Group which reported to the Renfrewshire Community Protection Chief Officers Group. Human trafficking guidance had been developed and issued to Scottish Local Authorities by CoSLA to recognise national concerns and provide support to Scottish local authorities in raising awareness, developing good practice to identify, refer and support victims of human trafficking and exploitation and to disrupt and deter

criminal activities. The report indicated that Guidance provided clear practical advice on how different services within local authorities and their partner organisations could contribute to the identification of potential victims of trafficking and/or disrupt the activity of perpetrators.

DECIDED:

(a) That it be noted that CoSLA had issued guidance to Scottish Local Authorities with regards to Human Trafficking and Exploitation; and

(b) That the role of the Community Protection (Prevent) Steering Group in working with partners to implement the guidance and address concerns be noted.

13 Scottish Government Consultation: Steps to improve the operational effectiveness of the Control of Dogs (Scotland) Act 2010

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the proposed Council response to the Scottish Government consultation on practical measures to improve the operational effectiveness of the Control of Dogs (Scotland) Act 2010.

The report referred to the Council's response to the Scottish Parliament Public Audit and Post-Legislative Scrutiny Committee's call for evidence on the effectiveness of the Control of Dogs (Scotland) Act 2010 approved at the meeting of this Policy Board held on 21 August 2018 and advised that following this consultation, the Scottish Government had been looking to develop and bring forward amended legislation to strengthen the control of dogs. It was highlighted that as developing new legislation would take time the Scottish Government had launched a further consultation with a focus on practical measures to improve the operational effectiveness of the implementation of the 2010 Act which would be capable of being progressed either without the need for new legislation or with minimal legislative requirement. The report provided statistical information on activity surrounding the control of dogs in the Renfrewshire area over the previous three calendar year period, indicated that the deadline for consultation submissions was 15 January 2020 and appended the draft response prepared on behalf of the Council for approval.

It was proposed by Councillor Andy Doig that the following additional recommendation be approved. This was agreed.

'This Board notes the positive record of Renfrewshire Council in relation to the control of dogs and believes that education in how to approach and socialise with dogs is crucial in reducing dog attacks further.

This Board will henceforth work with colleagues in the Education Department of Renfrewshire Council to investigate the feasibility of working with national animal charities, such as the SSPCA and/or the Dogs Trust, to establish a rolling programme of dog education across primary schools in Renfrewshire.'

In addition, it was noted that whilst there was no current national licensing regime, a report on the Renfrewshire Voluntary Professional Dog Walking Scheme had been considered at the meeting of the Council's Infrastructure, Land & Environmental Policy Board held on 29 May 2019, and that consultation in relation to the proposed scheme was due to be undertaken in early 2020.

DECIDED:

(a) That the proposed response to the consultation on Improving the Operational Effectiveness of the Control of Dogs (Scotland) Act 2010, a copy of which was appended to the report, be approved;

(b) That the positive record of Renfrewshire Council in relation to the control of dogs be noted and, as it was the Board's belief that education in how to approach and socialise with dogs was crucial in reducing dog attacks further, investigate with colleagues in Children's Services the feasibility of working with national animal charities, such as the SSPCA and/or the Dogs Trust, to establish a rolling programme of dog education across primary schools in Renfrewshire; and

(c) That it be noted that consultation in relation to the proposed Renfrewshire Voluntary Professional Dog Walking Scheme, considered at the meeting of the Council's Infrastructure, Land & Environmental Policy Board held on 29 May 2019, would be undertaken in early 2020.

14 School Parking Exclusion Zones

Under reference to Item 11 of the Minute of the meeting of this Policy Board held on 21 May 2019 there was submitted a report by the Director of Communities, Housing & Planning Services relative to the introduction of school parking exclusion zones.

Reference was made within the report to decisions taken at the meeting of the Council held on 28 February 2019 and the meeting of this Policy Board held 21 May 2019, to commit £0.1 million to tackle the issue of irresponsible parking around schools in Renfrewshire and undertake various actions to address the issue. In this connection arrangements had been made to recruit a Road Safety Officer and additional Community Safety Warden. The report intimated that it was now proposed to introduce school parking exclusion zones around certain Renfrewshire schools, as pilot projects, for a nine-month period. Details of the proposed arrangements for the operation of the pilot projects; the criteria employed to select the schools involved in the pilots; the evaluation process to be used to measure their effectiveness; and future action to be undertaken in terms of the process were detailed in the report.

DECIDED:

(a) That the schools chosen to participate in the pilot school parking exclusion zones be noted; and

(b) That the proposed next steps, as set out in Section 3 of the report, including ongoing consultation with the schools (Head Teacher, Parents, Teachers), Community Council, local residents, elected members and the affected community, be agreed.

15 Renfrewshire Council Food Growing Strategy 2020/25

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Food Growing Strategy 2020/25.

The report advised that the Community Empowerment (Scotland) Act 2015 required

Local Authorities to produce and publish a Food Growing Strategy by 1 April 2020. The Renfrewshire Food Growing Strategy 2020/25, a copy of which was appended to the report, had been developed in partnership with the Renfrewshire Health & Social Care Partnership and the Renfrewshire Growing Grounds Forum. The report noted that the Food Growing Grounds Forum represented partner organisations which were active in Renfrewshire and a range of key stakeholders. The Strategy outlined an approach which assisted and supported the promotion and enhancement of food growing opportunities across Renfrewshire in the right locations. In addition, it was highlighted that the Strategy provided a framework for delivery of the Council's statutory duties in terms of the Community Empowerment (Scotland) Act 2015 in relation to food growing and complimented both the adopted and proposed Renfrewshire Local Development Plans. It was anticipated that delivery of the framework would be a mechanism for the reuse of vacant, derelict and previously used land assisting in supporting and contributing to the quality of Renfrewshire's Places. Progress reports in respect of the Strategy would be submitted to future meetings of this Policy Board.

DECIDED: That the Renfrewshire Food Growing Strategy 2020/25 be approved.

16 Agent of Change Principle

Under reference to item 18 of the Minute of the meeting of the Council held on 9 May 2019 there was submitted a report by the Director of Communities, Housing & Planning Services relative to the Agent of Change' Principle – 'Noise-sensitive developments' introduced by the Planning (Scotland) Act 2019.

The report referred to the motion approved at the meeting of the Council held on 9 May 2019 regarding the protection of music venues and other locations of cultural significance and advised that the Planning (Scotland) Act 2019 introduced an 'Agent of Change' Principle - 'Noise-sensitive developments' which supported the evening economy and the protection of music and cultural venues and noise sensitive uses. It was highlighted that the associated Regulations were effective from 20 December 2019 and required planning authorities to consider the Agent for Change principle when determining future planning applications. The main implications arising from the introduction of the principle were outlined in the report.

DECIDED:

(a) That it be noted that the Planning (Scotland) Act 2019 introduced 'Noise-sensitive developments' Regulations to reflect the Agent of Change Principle to protect music, cultural venues and noise sensitive uses and that the Regulations were effective from 20 December 2019; and

(b) that it be noted that local guidance would be prepared in line with Scottish Government Regulations/Guidance that emerged in relation to 'Noise-sensitive development'.

17 Proposal of Application Notices

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

In relation to prospective planning application 19/0710/NO the Board agreed that digital infrastructure requirements be included as an identified key issue which should be brought to the attention of the prospective applicant.

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

Minute of Meeting

Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 14 January 2020	15:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Kenny MacLaren, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Jane Strang

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities, Housing & Planning Services; O Reid, Head of Communities & Public Protection and C Dalrymple, Communities and Regulatory Manager (both Communities, Housing and Planning Services); and K O'Neill, Assistant Democratic Services Officer (Finance & Resources).

Also In Attendance

A Murray, Chief Superintendent and L Harvie, Detective Chief Inspector (both Police Scotland); and G Binning, Local Senior Officer, M Gallacher, Group Manager, S MacMillan, Deputy Head of Prevention & Protection and M Hill, Group Commander (all Scottish Fire & Rescue Service).

Declarations of Interest

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

1 Consultation on HMICS Annual Scrutiny Plan 2020-21

There was submitted a report by the Director of Communities, Housing & Planning Services relative to consultation on HM Inspectorate of Constabulary in Scotland's (HMICS) Scrutiny Plan 2020-21.

The report advised that HMICS utilised an online survey in the consultation process to allow those with an interest in policing in Scotland to contribute. To support the process, HMICS had sought the views of key stakeholders, including local councils, to ascertain whether there were any topical, high-risk or emerging areas in policing that should be included within the 2020-21 Scrutiny Plan.

The response developed to be submitted by Renfrewshire Council prior to the deadline of 17 January 2020, was appended to the report for approval. It was noted that the response welcomed the development of a HMICS Scrutiny Plan for 2020-21 and sought continued focus on key national issues. At K Division level, Police Scotland had worked closely with the Council, in particular the Renfrewshire Community Safety Partnership Hub, and with the Scottish Fire & Rescue Service to develop an innovative collaborative learning approach shared across key agencies.

It was highlighted that local relationships with Police Scotland and the Scottish Police Authority were excellent and the response highlighted the strength of the relationship.

DECIDED:

- (a) That the consultation on the HMICS Scrutiny Plan 2020-21 be noted; and
- (b) That the Council's consultation response by the Director of Communities, Housing & Planning Services, as detailed in Appendix 1 to the report, be approved.

2 Strategic Police Priorities

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the consultation on the draft Strategic Police Priorities for Scotland which had a closing date of 4 October 2019. A draft response to the consultation had been approved at this Sub Committee on 20 August 2019 and submitted to the Scottish Government for consideration.

The report advised that the consultation exercise had received a total of 59 responses, 29 from individuals and 30 responses from organisations. Scottish Government Officials had also attended a number of stakeholder meetings across Scotland.

The Scottish Government had now published its revised Strategic Police Priorities based on the consultation responses and broadly in line with those it consulted on. It was intended that the new priorities would remain in place for a period of 6 years, however, they would be reviewed at the mid-point of 3 years.

DECIDED:

- (a) That the publication of the Strategic Police Priorities be noted; and

(b) That it be noted that the priorities will remain in place for 6 years with a review after 3 years.

3 Police Scotland Scrutiny Report

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area for the period 1 April - 31 November 2019.

The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2017/20, together with comparative data.

The report also provided, in an infographics format, local updates in relation to the Police Scotland priorities of violence and anti-social behaviour; acquisitive crime; public protection; major crime & terrorism and road safety & road crime.

The Chief Superintendent intimated that K Division Public Protection Unit was one of the best performing in Scotland.

DECIDED: That the report be noted.

4 Spotlight - Police Scotland - Public Protection Unit

Detective Chief Inspector Harvie presented information on the Public Protection Unit, based at Renfrew Police Office. The PPU was made up of specialist officers who dealt with rape and other serious sex crimes, child protection cases and complex domestic abuse investigations and who were determined to help deliver justice for those who have suffered painfully at the hands of others - giving the victims a voice no matter how long ago the crime took place.

DCI Harvie advised that the PPU put the same level of effort into a rape investigation as with a murder investigation and that the support and help was there that people needed. The PPU dealt with hundreds of inquiries every year and although many of these were historic cases where there were unique challenges involved, in terms of finding forensic evidence, gathering witnesses and piecing together what actually happened, there had been a number of successful prosecutions.

An invitation was extended to all members of the Scrutiny Sub-committee to visit the PPU based in Osprey House to see the work being done.

DECIDED:

(a) That the information provided be noted; and

(b) Arrangements be made to allow members of the Sub-committee to visit and observe the work of the Public Protection Unit.

5 Spotlight - Unwanted Fire Alarm Signal in Renfrewshire

There was submitted a report by the Local Senior Fire Office relative to statistical data which covered a 3 year period concerning incidents of unwanted fire alarm signals locally and nationally; those Council wards where the volume was highest; and the nature of incidents and activities undertaken by Scottish Fire & Rescue Service and numerous other agencies, including Police Scotland, Community Wardens and Housing to address the situation.

The report advised that the success of prevention and intervention activities and provision of fire safety advice to the public was measured around a number of outcome-based performance indicators. A multi-agency approach to dealing with fire offending and offenders was an effective way of protecting persons and property from fire, reducing operational response costs, and improving fire and fire-related performance indicators.

East Renfrewshire, Renfrewshire and Inverclyde (ERRI) Area and Prevention and Protection (P&P) Managers had worked together with National Health Service Greater Glasgow & Clyde (NHSGGC) and launched the TAKE5 UFAS reduction project across all NHS premises within Renfrewshire.

The campaign focussed on engagement and poster displays within all staff areas. Statistics show that the majority of UFAS incidents were caused by a human action actuating the system, TAKE5 highlighted and promoted staff to TAKE5 to think about their actions and how they could impact or activate the fire alarm system.

ERRI P&P had worked together with East Renfrewshire Council (ERC) and planned to implement a version of the NHS TAKE5 initiative, that would be bespoke to all council premises including office and education facilities. This pilot across ERC would run in early 2020 with a view to launching it within Renfrewshire and Inverclyde thereafter.

The team was also working closely with other Local P&P managers to plan and implement a UFAS education and awareness campaign aimed at the public. The Be Aware initiative would initially target public sector buildings, including NHS and Education with visible posters displayed within common, waiting and utility areas and would highlight common causes of UFAS by members of the public due to smoking and aerosol use. This initiative would also launch across ERRI in January 2020.

ERRI P&P Managers were currently reviewing all UFAS policies and processes in line with the continuous improvement framework. Scottish Fire and Rescue Services was engaging with its managers and firefighters across all its local stations. This engagement would allow station based frontline personnel to assist with standardising, streamlining and improving how UFAS are managed across East Renfrewshire, Renfrewshire and Inverclyde.

DECIDED: That the information provided be noted.

6 Local Issues

The Local Senior Officer (LSO), Scottish Fire & Rescue Service advised that he had attended a commemoration event which took place in Paisley town centre on Saturday 7 December 2019 to mark the 90th anniversary of the Glen Cinema disaster which took place on 31 December 1929 when a smoking film canister caused a panic during a packed children's matinee where more than 600 children were present. As a result of the

crush that followed more than 30 children were injured and 71 children died.

The commemorative event began with a lantern procession involving more than 150 young people from community groups and schools. This was followed by a service at Paisley Abbey at which a number of invited guests attended and included survivors Robert Pope and Emily Brown along with their families.

The LSO advised the Sub-Committee that safety regulations had been tightened in the wake of the disaster; many authorities had made inspections of cinemas compulsory and all public buildings had improved safety features.

DECIDED: That the information provided be noted.

Valediction

On behalf of the Sub-Committee, Councillor McGurk extended thanks to Mark Gallacher, Group Manager for the significant contribution he had made and for the advice and assistance he had provided and wished him well for the future. These sentiments were echoed by all members present.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Wednesday, 15 January 2020	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell Assistant Managing Solicitor (Licensing), P Shiach, Committee Services Officer, G McIntosh, Civic Government Enforcement Officer and N Barr, Administration Assistant (all Finance & Resources).

Apology

Councillor Montgomery.

Declarations of Interest

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

1 Application for the Renewal of Late Hours Catering Licences

There were submitted the undernoted applications for renewal of Late Hours Catering Licences:-

(a) Applicant: Select Services Partner UK Limited
Premises: James Martin Kitchen, Glasgow Airport Airside
Operating hours: Monday to Sunday – 11.00 pm to 5.00 am

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

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

(b) Applicant: Select Services Partner UK Limited
Premises: Panopolis, Glasgow Airport Airside
Operating hours: Monday to Sunday – 11.00 pm to 5.00 am

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

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

2 Applications for Variation to Private Hire Operators Licences - Personal Appearance

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

(a) Applicant: John Sutherland
Licence No.: PH1123
Variation: To carry eight passengers

Mr Sutherland, the applicant, together with Mr Kidd, his business partner, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Sutherland's Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed.

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

(b) Applicant: John Sutherland
Licence No.: PH1292
Variation: To carry eight passengers

Mr Sutherland, the applicant, together with Mr Kidd, his business partner, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the policy which stated that “the MPV shall carry a maximum of 7 passengers” be not applied to Mr Sutherland’s Private Hire Car Licence and that the vehicle be licensed to carry 8 passengers. This was agreed.

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

RECORDING OF DISSENT

Councillor Steel, being the mover of a motion, which failed to obtain a seconder, requested that his dissent be recorded in terms of Standing Order 24.

3 Application for the Surrender and Re-issue of a Taxi Operator's Licence - TX212d – Personal Appearance

There was submitted the undernoted application for the surrender and re-issue of a Taxi Operator’s Licence. The applicant had been asked to appear personally for the first time:-

(a) Present Operator: Skydale Limited
Proposed Operator: Mohamed Youssef
Licence No.: TX212d

Mr Allan on behalf of Skydale Limited and Mr Youssef were invited into the meeting.

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

DECIDED: That the application be granted.

EXCLUSION OF PRESS AND PUBLIC

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

Declaration of Interest

Councillor Rodden declared an interest in the following item of business as the applicant was known to her. Councillor Rodden left the meeting and took no part in the discussion or voting thereon.

4 Applications for Exemption Certificates – Personal Appearances

There were submitted the undernoted applications for Exemption Certificates. The applicants had been asked to appear personally for the first time:-

(a) John Anthony Steel

Mr Steel, 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 the application be granted for the duration of Mr Steel's current Taxi Driver's Licence. This was agreed unanimously.

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

SEDERUNT

Councillor Rodden returned to the meeting.

(b) James Robertson

Mr Robertson, 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 the application be granted for the duration of Mr Robertson's current Taxi Driver's Licence. This was agreed unanimously.

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

5 Applications for Grant of a Private Hire Car Drivers' Licences – Personal Appearances

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

(a) Mohammed Waqar Aslam

Mr Aslam, the applicant, and his wife were invited into the meeting together with Sergeant Brookes, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened.

Councillor McNaughtan, seconded by Councillor Devine, moved that the application be granted for a period of one year.

Councillor Steel, seconded by Councillor McEwan moved, as an amendment, that the application be refused.

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

On the vote being taken, six members voted for the motion and three members voted for the amendment. The motion was accordingly declared carried.

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

(b) Henry English

Mr English, the applicant, was invited into the meeting and advised that he wanted to withdraw his application.

DECIDED: That it be noted that the applicant had withdrawn his application.

(c) Hemedawai Faris

Mr Faris, the applicant, was invited into the meeting together with his sister, Wafaa Faris.

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.

(d) Milan Sedlak

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

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

6 Application for Grant of a Private Hire Car Operator's Licence - Personal Appearance

Under reference to item 14 of the Minute of the meeting of this Board held on 30 October 2019, there was submitted the undernoted application for grant of a Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the second time: -

Moloy Sarker

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

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

Adjournment

The Board adjourned at 12.05 pm and reconvened at 12.15pm

Declaration of Interest

Councillor Devine declared an interest in the following item of business as the applicant was known to him. Councillor Devine left the meeting and took no part in the discussion or voting thereon.

7 Hearing into the Possible Suspension or Revocation of Private Hire Car Driver's Licence – P0285 – Personal Appearance

Under reference to item 3 of the Minute of the meeting of this Board held on 7 August, the Board considered the possible suspension or revocation of the undernoted Private Hire Car Driver's Licence. The Licence holder had been asked to appear personally for the second time together with Police Scotland: -

Colin Rae

There was no appearance by or on behalf of Mr Rae. Sergeant Brookes, on behalf of the Chief Constable was invited into the meeting.

The Assistant Managing Solicitor (Licensing) advised the Board that Mr Rae had surrendered his Private Hire Car Driver's Licence.

DECIDED: That it be noted that Mr Rae had surrendered his Private Hire Car Driver's Licence.

Sederunt

Councillor Devine returned to the meeting.

8 Application for Renewal of a Private Hire Car Driver's Licence – P4493 – Personal Appearance

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

Gerald Burns

Mr Burns, the applicant was invited into the meeting together with Sergeant Brookes on behalf of the Chief Constable who had submitted an objection to the application.

Mr Burns requested that consideration of the application be continued to a future meeting of the Board to allow him to obtain legal representation. This was agreed unanimously.

DECIDED: That consideration of the application be continued to a future meeting of the Board.

9 Hearing into Possible Suspension or Revocation of a Private Hire Car Driver's Licence – P3954 - Personal Appearance

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

Michael Brophy

Mr Brophy, the licence holder, and Mr Brady, Solicitor were invited into the meeting together with Sergeant Brookes representing the Chief Constable. After consideration of all matters before the Board, the Assistant Managing Solicitor (Licensing) asked Mr Brophy if he wished to address the Board on any period of suspension/revocation the Board might impose on his licence prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Brophy's solicitor, Mr Brady then addressed the Board.

Following consideration of Mr Brady's submissions, the Board adjourned to allow members to consider this matter. The meeting reconvened and the Convener proposed that Mr Brophy's Private Hire Car Driver's Licence be not suspended at this time. This was agreed unanimously.

DECIDED: That Mr Brophy's Private Hire Car Driver's Licence be not suspended at this time.

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 16 January 2020	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services; J Calder, Head of Service (Curriculum and Quality); J Trainer, Head of Childcare & Criminal Justice and G McKinlay, Head of Schools (all Children's Services); and G McLachlan, Senior Finance Manager and T Slater, Senior Committee Services Officer (both Finance & Resources).

Apologies

Councillor Kerr and Mr Ravinder Singh.

Welcome

Prior to the start of the meeting, the Convener welcomed Julie Calder who had recently been appointed to the post of Head of Service (Curriculum and Quality) within Children's Services.

Declarations of Interest

Councillor Davidson declared a non-pecuniary interest in respect of item 4 of the agenda - Proposal to Consult on Admissions to Schools and Placing Request Policy - as she was a member of Gleniffer High School Parent Council and intimated her intention to remain in the meeting and take part in any discussion or voting thereon.

1 Revenue Budget Monitoring Report

There was submitted a joint Revenue Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the Service to 8 November 2019.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint Capital Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the Service to 8 November 2019.

DECIDED: That the report be noted.

3 Achievement of a Curriculum for Excellence (CfE) Level Return 2019

There was submitted a report by the Director of Children's Services relative to the Achievement of a Curriculum for Excellence Level (ACEL) return of data on all Primary 1, Primary 4, Primary 7 and Secondary 3 pupils in terms of their performance in literary and numeracy.

The report intimated that the ACEL return in 2018/19 demonstrated that the percentage of pupils achieving the expected CfE level for their stage had increased for all stages and curricular areas over three years. The patterns of performance by stage and curricular area was very similar to the 2017/18 return, however, many of the attainment gaps had decreased. Renfrewshire's pupils continued to perform consistently above the national average.

DECIDED:

(a) That the report be noted; and

(b) That the efforts of the children and young people and the significant commitment of teachers and support staff be noted.

Declaration of Interest

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

4 Proposal to Consult on Admissions to Schools and Placing Request Policy

Under reference to Item 6 of the Minute of the meeting of this Board held on 23 May 2019, there was submitted a report by the Director of Children's Services requesting approval, in terms of the Schools (Consultation) (Scotland) Act 2010, to consult on an "Admissions to Schools and Placing Request Policy".

A timeline for the consultation process was outlined in the report and procedures for consultation, together with the consultation document were attached as Appendix 1 to the report.

The proposed revised Policy, attached as Appendix 2 to the report, would include a change to primary one registration dates; revised primary one registration allocation of catchment places; revised transfer from primary to secondary allocation of catchment secondary places; and revised allocation of placing request places.

If approved, the proposed Policy would take effect for the August 2021/22 intake.

DECIDED:

- (a) That the Director of Children's Services be authorised to proceed with a consultation on a proposal for an "Admissions to Schools and Placing Request Policy"; and
- (b) That a report on the outcome of the consultation be submitted to the meeting of the Education and Children's Services Policy Board to be held on 20 August 2020.

5 Response to Proposal to Consult on a Catchment Review Affecting Inchinnan Primary School and Rashielea Primary School

Under reference to Item 7 of the Minute of the meeting of this Board held on 22 August 2019, there was submitted a report by the Director of Children's Services relative to the response to the consultation on a catchment review affecting Inchinnan Primary School and Rashielea Primary School. A copy of the consultation document was attached as Appendix 2 to the report.

The issues raised during the consultation, which was undertaken between 2 September 2019 and 4 November 2019, were detailed in Appendix 1 to the report and indicated support for the recommendation to alter the catchment areas affecting Inchinnan Primary School and Rashielea Primary School. The response from Education Scotland, who had also been consulted on the proposals in accordance with legislative requirements, was attached as Appendix 6 to the report and was supportive of the educational benefits of the recommendation.

DECIDED:

- (a) That the issues raised during the formal consultation, as detailed in Appendix 1 to the report, be noted;
- (b) That the comments made by Education Scotland in relation to the educational benefits of the recommendation, as detailed in Appendix 6 to the report, be noted;
- (c) That the revised catchment arrangements affecting Inchinnan Primary School and Rashielea Primary School be approved; and
- (d) That the implementation of the catchment changes from August 2021 be approved.

6 Inspection of Our Lady of Peace Primary School and Early Learning Class, Linwood

There was submitted a report by the Director of Children's Services relative to the inspection, by Education Scotland, of Our Lady of Peace Primary School and Early Learning Class, Linwood.

The report intimated that the purpose of the inspection was to evaluate the quality of education, focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion.

The outcome of the inspection had been positive, with an evaluation of 'good' for leadership of change and raising attainment and achievement and an evaluation of 'satisfactory' for learning, teaching and assessment and ensuring wellbeing, equality and inclusion. The letter to parents, appended to the report, identified three key strengths and four areas for improvement.

Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and Service to support and develop the quality of educational provision.

DECIDED: That the key strengths and the areas for improvement in the Education Scotland report on Our Lady of Peace Primary School and Early Learning Class, Linwood be noted.

7 Distribution of Funding to Support Services for Children and Families - Funding Allocation for 2019/20

Under reference to Item 7 of the Minute of the meeting of this Board held on 14 March 2019, there was submitted a report by the Director of Children's Services relative to the distribution of funding of £2,858 to Insafehands Childcare Limited, a private organisation which delivered services for families and young children.

The report advised that the level of funding awarded to this out of school care service had been pro-rata to reflect that the service had only been operational since August 2019. Information was also provided on the agreed criteria for the disbursement of resources to ensure equal and fair allocation. An outline of the resource allocation for this service was provided at Appendix 1 to the report.

DECIDED: That the resource allocation of £2,858 to Insafehands Childcare Limited to support the delivery of services for families and young children, as outlined in Appendix 1 to the report, be approved.

8 Financial Redress for Historical Child Abuse in Care - Pre-legislative Consultation

There was submitted a report by the Director of Children's Services relative to the establishment by the Scottish Government of a financial redress scheme for victims of historical abuse whilst they were children in care.

The report advised that a formal consultation on the nature of the financial redress scheme had been launched with a closing date of 25 November 2019. The scheme was one element of the response to victims of abuse as children in public care and aimed to acknowledge and respond to the harm that was done to those children who were abused in care in the past. One of the principles behind the scheme was that those agencies and organisations which were responsible for the institutions and care settings in which the abuse occurred should contribute to the redress scheme.

Due to the timescales involved, officers submitted the response, appended to the report, and homologation of this action was now requested.

DECIDED: That the response submitted to the Scottish Government consultation on the financial redress scheme for victims of historical abuse whilst they were children in care, appended to the report, be homologated.

9 Kinship Care Policy

There was submitted a report by the Director of Children's Services relative to a proposed Kinship Care Policy.

Renfrewshire Children's Services aimed to support children in the care of their own parent(s) where it was safe and appropriate to do so. It was recognised, however, that some children were not able to be cared for by their parent(s) and that alternative care arrangements were required.

In circumstances where a child could not remain with their own parent(s), Children's Services would ensure that the most appropriate alternative arrangements were made to meet the child's needs and, in these circumstances, extended family members would be considered as possible alternative carers. This was known as a Kinship Care arrangement.

Under the Children and Young People (Scotland) Act 2014, local authorities had particular duties to Kinship Carers and children in Kinship Care arrangements. Under the Kinship Care Assistance (Scotland) Order 2016, local authorities were required to prepare and publish a policy in relation to the provision of Kinship Care assistance. The proposed Policy, attached as an appendix to the report, detailed how Children's Services would assess and support Kinship Carers in Renfrewshire.

Kinship Carers were able to apply for a Kinship Care Order which allowed the child to remain with them and removed the need for the child to attend an annual Children's Hearing. There could be a financial barrier to some Kinship Carers applying for Kinship Care Orders, particularly those not entitled to legal aid, and the draft Policy requested the approval for the Head of Child Care and Criminal Justice to be authorised to agree a financial contribution to those costs of up to £1,500 in these circumstances.

DECIDED:

(a) That the proposed Kinship Care Policy, attached as an appendix to the report, be approved; and

(b) That the Head of Child Care and Criminal Justice be authorised to approve financial support up to £1,500 to assist with a Kinship Carer's legal fees incurred in pursuing a Kinship Care Order, as outlined in the Policy.

10 Annual Report of the Fostering and Adoption Service 2018/19 - Update on Developments for Looked After Children and Fostering Service

There was submitted a report by the Director of Children's Services relative to the annual report of Renfrewshire Council's Adoption and Fostering Service 2018/19.

The annual report, attached as Appendix 1 to the report, detailed the work that had been dealt with by the Adoption and Fostering Panel and Fostering and Adoption Service between 1 October 2018 to 30 September 2019 and set it in the context of the broader issues pertaining to looked after and accommodated children. The report advised that, at 30 September 2019, Renfrewshire had 83 active households of foster carers. In the period covered by the report, five households were registered as foster carers and six households left the service. Also in that period, five households had been approved as adopters. The report noted the ongoing need to recruit foster carers and adopters and the commitment to reducing the number of children being placed externally.

The report referred to the outcome of the inspection of the Fostering and Adoption Service by the Care Inspectorate in May 2017 which provided gradings of 'very good' to all domains inspected. The next inspection would take place in 2020.

The report also provided an update on the BeST Services Trial in Renfrewshire which had now started. The aim of the trial was to learn how to best support the development and wellbeing of young children (under 60 months) who came into local authority care. The trial would compare two approaches: service as usual (i.e. usual parenting capacity assessment undertaken by the Council's social work teams); and an evidence-based infant mental health intervention called Glasgow Infant and Family Team (GIFT) which was being delivered by the NSPCC. The GIFT approach used a multi-disciplinary team of psychiatrists, clinical psychologist and social workers to assess and treat infants and their birth families.

DECIDED:

- (a) That the contents of the Fostering and Adoption Annual Report 2018/19 be noted;
- (b) That the continuous effort to secure foster carers and adoptive parents for Renfrewshire's children who required an alternative family placement be noted; and
- (c) That the continued progress of the BeST Services Trial in Renfrewshire be noted.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 20 January 2020	10:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell

Chair

Councillor Binks, Convenor, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning (Chief Executive's Service); J Mackie, Placement Team Leader and Lead Officer (Communities, Housing & Planning Services); D Kerr, Service Co-ordination Manager and Lead Officer and S Heron, Facilities Manager, I MacKinnon, Mixed Tenure Manager (all Environment & Infrastructure Services); L Neary, Head of Transformation & Organisational Development; A MacArthur, Head of Finance, A Connor, Records Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

Apologies

Councillors Harte, Hood and Rodden.

Declarations of Interest

Councillor Campbell declared a non-financial interest in item 2 on the agenda as she was an employee with NHS Greater Glasgow & Clyde but not in the Council's area and intimated that she would remain in the meeting.

1 Fair Tax Declaration

There was submitted a report by the Director of Finance & Resources relative to the declaration and implications of the potential adoption of the “Councils for Fair Tax Declaration”.

The report intimated that at the Council meeting on 26 September 2019, elected members considered a motion in relation to the potential adoption of the “Councils for Fair Tax Declaration”.

The report provided an overview of the current information available to officers on the Fair Tax declaration and highlighted key initial areas for exploration. It was noted that a final report would be submitted to the next meeting of this Board to be held on 16 March 2020.

DECIDED:

(a) That the information provided on the Fair Tax declaration, including those areas which required further exploration be noted; and

(b) That it be agreed that subject to further exploration, a final report would be submitted to the next meeting of the Audit, Risk and Scrutiny Board on 16 March 2020.

Declaration of Interest

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

2 Audit Scotland Report - Local Government in Scotland - Financial Overview

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland’s Local Government in Scotland – Financial Overview.

The report indicated that Audit Scotland, as appointed external auditors, had provided an independent assessment of how effectively Scottish Local Government was managing public money over the course of 2018/19 and had responded to the financial challenges it faced.

The report outlined the key messages and issues highlighted by Audit Scotland along with the summary position within Renfrewshire Council. A copy of the 2018/19 Audit Scotland Report – Local Government in Scotland: Financial Overview 2018/19 was appended to the report.

DECIDED: That the key messages, Renfrewshire Council's position, and the content of the appendices be noted.

3 Scottish Public Services Ombudsman (SPSO) Annual Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) Annual Report 2018/19.

The report intimated that the SPSO was the final stage for complaints about Councils, the National Health Service, housing associations, colleges, universities, prisons, most water providers, the Scottish Government and its agencies and departments and most Scottish authorities. The Health Sector was the sector about which the SPSO received most complaints (35%) with Local Authority receiving the second highest number (31%).

No complaint details for specific organisations were included in the report. However, information was received separately from the SPSO relative to Renfrewshire which indicated that the number of complaints received by the SPSO was 47 compared with 48 in 2017/18.

During the period of the report the SPSO determined 47 complaints against the Council. Of the 47 complaints determined during the period, two were investigated, one was upheld and one was partly upheld. Copies of the SPSO decision reports relative to the two investigations were attached as appendices to the report. The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2018/19 the Council received 8,053 complaints compared with 6,098 in 2016/17.

DECIDED:

(a) That the report be noted; and

(b) That it be noted of the 47 complaints against Renfrewshire Council determined by the SPSO in 2018/19, two were fully investigated, one of which was upheld and one was partly upheld.

4 Commissioner for Ethical Standards in Public Life in Scotland - Annual Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Commissioner for Ethical Standards in Public Life in Scotland.

The report provided details of the investigation of complaints about the conduct of councillors, members of devolved public bodies and MSPs and scrutiny of Scotland's Ministerial public appointments process. The report also related to the Commissioner's 2016/20 strategic plan, looked forward to the 2019/20 period of the plan and provided an overview of the 2018/19 budget. The report also advised that on 1 April 2019 a new Commissioner commenced her term and was faced with a number of key legacy issues which presented a challenge to the successful delivery of the complaints handling function. As a consequence, a restructuring proposal had been developed to reshape the service to better meet the needs of MSPs, Councillors, Board Members and members of the public.

Nationally during 2018/19 the Commissioner received 173 complaints compared with 146 in 2017/18. The subject matter of the complaints was detailed in the report, however, it was highlighted that the largest category of complaints related to disrespect towards employees/public.

No specific figures relative to Renfrewshire Council were included in the Commissioner's report. However, information had been received separately from the Commissioner that, during the period covered by the report three complaints had been received. Two of the complaints were not upheld while one complaint was still outstanding.

The report noted that, as part of the elected members' induction programme of events and development opportunities, a briefing had been provided on 7 November 2018 on the revised Code of Conduct for Councillors. Additionally, two elected members attended the Standards Commission roadshow on 14 November 2018 and 18 February 2019 respectively and a briefing for councillors was held on 16 April 2019 on Maintaining Ethical Standards in Public Life as part of the councillors' Development Programme.

DECIDED:

(a) That the 2018/19 annual report by the Commission for Ethical Standards in Public Life in Scotland be noted; and

(b) That the actions taken in Renfrewshire in relation to the Code of Conduct and members' development opportunities be noted.

5 Scottish Information Commissioner - Annual Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to the annual report 2018/19 by the Scottish Information Commissioner. The report intimated that the Freedom of Information (Scotland) Act 2002 (FOISA) created a general right to obtain information from any designated Scottish public authority subject to limited exemptions. The Commissioner's 2018/19 annual report highlighted some positive key messages and important trends in the Freedom of Information (FOI) landscape in Scotland.

It was noted that in total there had been 83,963 FOI requests in Scotland in 2018/19 which was an increase of 8% on the previous year. Renfrewshire Council received 1,729 FOI requests in 2018/19 compared to 1,502 in 2017/18.

Across Scotland 2.7% of requests resulted in a requirement for review. The Council received 41 requirements for review in 2018/19 compared to 24 the previous financial year. Renfrewshire Council had two appeals submitted to the Commissioner, both of which were decided in favour of the Council.

The report advised that the low level of requirement for review compared to the high volume of requests processed by the Council, together with only two appeals to the Office of the Scottish Information Commissioner during 2018/19 indicated that the Council continued to manage its responsibilities well.

DECIDED: That the report be noted.

6 Absence Statistics 2019/20: Quarter 2

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 July to 30 September 2019.

The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost.

DECIDED: That the report on absence statistics for the period 1 July to 30 September 2019 be noted.

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

There was submitted a report by the Lead Officer relative to an update on the review of bus deregulation and the effect on transport services in Renfrewshire.

The report outlined the progress to date; provided information on Lothian Buses; and detailed the views from Unite the Union. A copy of the submission from Lothian Buses and the Unite Strategy for Transport were attached as appendices to the report.

J O'Connell, the Regional Industrial Officer for Unite was present to provide information in relation to the review.

DECIDED:

- (a) That the progress of the review be noted;
- (b) That the information presented at this stage of the review be noted; and
- (c) That the next steps of the review be noted.

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

There was submitted a report by the Lead Officer which summarised the evidence and findings following the review and outlined a number of recommendations.

The report highlighted the scope of the review and the findings in respect of the current process for maintenance repairs in mixed tenure properties); the Tenements (Scotland) Act 2004; the consultation process for maintenance and repair of multi-occupancy accommodation (mixed tenure properties; information relating to Paisley Housing Association and the Tenants' and Residents' Association Forum; local authority benchmarking; Scottish Government and Legislation Review; and factoring.

A copy of the Scottish Government's working group report of cross party MSPs on Maintenance of Tenement Scheme Property was attached as an appendix to the report.

The Board agreed that the approved report be submitted to a future meeting of the Council.

DECIDED:

- (a) That the key findings of the review including consultations with other local authorities, housing providers, tenants' and residents' associations and the Scottish Government be noted;
- (b) That the good work that Communities, Housing & Planning Services currently provided, and that they continued to work with owners of properties in mixed tenure accommodation as outlined in the Tenements (Scotland) Act 2004, be noted;
- (c) That it be noted that the majority of the Tenants' and Residents' Associations were not aware of grant funding available to owners involved in the Council's capital improvement programmes and recommended that Communities, Housing & Planning Services target awareness to owners;
- (d) That it be noted that the recommendations of the Working Group report of cross party MSPs on Maintenance of Tenement Scheme Property – Final Recommendations Report had three main recommendations including Building Inspections, Establishing compulsory owners' associations and Establishment of Building Reserve Fund;
- (e) That it be agreed that Communities, Housing & Planning Services continued to monitor legislative changes following the Maintenance of Tenement Scheme Property – Final Recommendations Report in order to implement guidelines and processes for Renfrewshire Council; and
- (f) That the report be submitted to a future meeting of the Council.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 22 January 2020	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; C Grainger, Planning & Performance Manager (Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, K Gray, StreetScene Manager, L Hepburn, Operations Manager, D Kerr, Service Co-ordination Manager, L Rennie, Operations Manager and S Heron, Facilities Manager, (all Environment & Infrastructure); and J Lynch, Head of Property Services, F Hughes, Asset Manager and R Devine, Senior Committee Services Officer (all Finance & Resources).

Apology

Councillor Don.

Declarations of Interest

Councillor Campbell declared a non-financial interest in item 5 of the agenda – The Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, Sustained Objections - as she was an employee of NHS Greater Glasgow & Clyde, although not in the Council area, and intimated her intention to remain in the meeting and to take part in any discussion.

1 Revenue Budget Monitoring Report

There was submitted a joint revenue budget monitoring report by the Director of Finance & Resources, Director of Communities, Housing & Planning Services and Director of Environment & Infrastructure for the period 1 April to 8 November 2019 in respect of services reporting to this Policy Board.

DECIDED: That the report be noted.

2 Capital Budget Monitoring Report

There was submitted a joint capital budget monitoring report by the Director of Finance & Resources and Director of Environment & Infrastructure for the period 1 April to 8 November 2019 in respect of services reporting to this Policy Board.

The report highlighted (i) a budget increase for 2019/20 of £0.03 million in respect of revenue contributions associated with multi-purpose bins; (ii) a 2019/20 budget reduction of £0.43 million associated with changes to the planned works for the Paisley to Renfrew cycle route; (iii) a carry forward to the 2020/21 budget of £0.209 million of funding to reflect updated cash flows for the Workshop improvements project; and (iv) £0.36 million of the 2020/21 budget allocation for the Vehicle Replacement Programme had been brought forward into 2019/20.

DECIDED: That the report be noted.

3 Fees and Charges - 1 April 2020

There was submitted a joint report by the Director of Environment & Infrastructure and Director of Communities, Housing & Planning Services relative to proposed amendments to fees and charges for services provided by the Waste and Roads Service, Environment & Infrastructure and Pest Control Services, Communities, Housing & Planning Services.

The report advised that the Council's Scheme of Delegated Functions delegated power to this Policy Board to determine fees for services where no fee was prescribed by legislation. The report provided a summary of the current service provision arrangements for the supply of bins, collection and processing of commercial waste, provision of pest control services and accessing and utilising the road and footway infrastructure together with changes to the proposed operational arrangements. Appendix 1 to the report detailed current and proposed fees and charges payable in respect of the aforementioned services.

In addition, it was highlighted that to support minimal disruption by utility providers and developers to Renfrewshire's roads network, two new road opening permit application charges were proposed for Town Centres and arterial roads. Appendix 2 of the report set out the defined Town Centre areas for Renfrew, Johnstone and Paisley and detailed the charges applicable for road opening permit applications within those boundaries while Appendix 3 indicated the charges applicable in respect of road opening permit applications within one of the arterial roads detailed therein.

The Convener advised that the additional rate per hour for Pest Control of £45 for commercial premises detailed within the report was incorrect and should be amended to read £90.50.

DECIDED: That the fees & charges, detailed in the appendices, be approved for implementation on 1st April 2020, subject to the additional rate per hour for Pest Control of commercial premises being amended to £90.50.

4 Performance

There was submitted an update report by the Director of Environment & Infrastructure relative to the operational performance of services together with an overview of key projects delivered since the previous report submitted to the meeting of this Policy Board held on 6 November 2019.

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

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

Declaration of Interest

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

5 The Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, Sustained Objections

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019 and to the objections made following advertisement of the proposals which had not been withdrawn. It was noted that the making of a Traffic Regulation Order (TRO) was a function delegated to the Director of Environment & Infrastructure after consultation with the Convener of the Infrastructure, Land & Environment Policy Board and local elected members.

The report proposed that a TRO be approved to enable the Council to introduce a residents' parking scheme combined with pay and display parking between 52 – 74

Corsebar Road, Paisley to contribute to the protection of the public roads around the Royal Alexandra Hospital which suffered from inconsiderate, congestive and dangerous parking. A summary of the TRO proposals, consultation responses and objections were provided. In addition, a plan identifying the proposed location of the TRO was appended to the report. Following advertisement of the proposed TRO, eight objections had been received. Discussions had resulted in four of these objections being withdrawn.

The report advised of the options available, in terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 and the Council's procedures, in relation to considering and determining the remaining objections, namely (i) to consider the objections in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn or (ii) to appoint an independent Reporter to convene a hearing to consider the objections. It was proposed and agreed that the Policy Board consider the objections and that no Reporter be appointed on this occasion. Having considered the objections made and which had not been withdrawn it was proposed that the objections be noted, that the implementation of the Traffic Regulation Order as advertised on Corsebar Road, Paisley be approved and that the Convener write to the Chief Executive of Greater Glasgow and Clyde NHS Board, on behalf of the Policy Board, requesting that appropriate remedial action be taken to address the parking issues associated with the Royal Alexandra Hospital Paisley. This was agreed.

DECIDED:

(a) That it be agreed that the Policy Board consider the four sustained objections in relation to the Renfrewshire Council (Paisley, Corsebar Road & Environs) (Various Restrictions and Pay & Display) Order 2019, in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn;

(b) That an independent Reporter be not appointed on this occasion; and

(c) That the objections be noted and that the implementation of the Traffic Regulation Order for Corsebar Road, Paisley, as advertised, be approved; and

(d) That the Convener write to the Chief Executive of Greater Glasgow and Clyde NHS Board, on behalf of the Policy Board, requesting that appropriate remedial action be taken to address the parking issues associated with the Royal Alexandra Hospital Paisley.

6 Parking Spaces at Whiteford Road, Paisley

Under reference to item 24 of the Minute of the meeting of the Council held on 27 September 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the proposed conversion of grassed areas at Whiteford Road, Paisley to hard standing areas to facilitate vehicle parking spaces.

The report referred to the Notice of Motion agreed at the meeting of the Council held on 27 September 2018 and highlighted that Whiteford Road, Paisley was a no-through road located in a residential area of Paisley with two large grassed areas owned by Renfrewshire Council which were detailed on a plan appended to the report. The width of the road was around 6.5 metres with a turning head at the end of the road. Properties at the location were serviced by on-street parking with vehicles parking on both sides of the road but staggered to keep a running line. The report advised that traffic monitoring surveys and a consultation exercise had been undertaken and outlined the outcomes

of these initiatives.

A summary of the works necessary to convert the current grassed areas to hard standing vehicle parking spaces was provided. It was highlighted that conversion of the grassed areas as outlined would create approximately 20 parking spaces, however, ten existing on-street parking spaces would be lost. The estimated cost to convert the grassed areas, excluding any diversions of underground utility services required, was £60,000. It was noted that if there was a requirement to relocate utilities the typical cost was between £10,000 and £100,000 with the exact cost only known following excavation works. It was highlighted that proposed conversion of grassed areas to hard-standing areas was contrary to the Council's position on climate change.

Based on the survey information obtained, the estimated costs associated with implementation of the project and the Council's position on climate change the report recommended that the grassed areas in Whiteford Road, Paisley be not converted to hard standing areas for vehicle parking.

DECIDED:

(a) That the outcome of the consultation and traffic monitoring surveys and the climate change implications relating to the proposed conversion of grassed areas in Whiteford Road, Paisley to car parking be noted; and

(b) That the grassed areas in Whiteford Road, Paisley, identified in the plan appended to the report, be not converted to hard-standing areas for vehicle parking.

7 Provision of Top Up Taps and Audit on Condition of Drinking Fountains

Under reference to item 17 of the Minute of the meeting of the Council held on 27 June 2019 there was submitted a report by the Director of Environment & Infrastructure relative to the provision of top-up taps together with an audit of the condition of drinking fountains in Renfrewshire.

The report referred to the Notice of Motion approved at the meeting of the Council held on 27 June 2019 in connection with the installation by Scottish Water of top-up taps to help reduce use of single-use plastic bottles and boost the benefits of drinking water in Renfrewshire; and seeking information regarding the number of and cost to refurbish obsolete drinking fountains in Council parks and public places. In addition reference was made to the national drive to encourage people to stay hydrated and healthy by drinking tap water from refillable bottles, as outlined in the Scottish Government's Programme for Government 2018/19 and the Scottish Water "Your Water, Your Life" campaign which advocated topping up from the tap to benefit health and wellbeing, save money and help reduce waste and impact on the environment.

During September 2018 Scottish Water had announced that a network of high-tech public water refill points was to be introduced across the country to encourage people to top-up from the tap using refillable bottles. One of the aims of the initiative was to use the new top-up taps as a catalyst to encourage more people to choose to carry a refillable bottle. It was noted that Scottish Water was working with every local authority in Scotland to identify suitable locations in their area, based on criteria of public footfall and distance from the public water supply connection, and had provided an initial

commitment to provide one top-up tap per local authority area. The top-up taps, made from marine-grade steel, would be connected safely and securely to the mains water supply, take cognisance of public health and legislative requirements and be regularly inspected by Scottish Water. The location for the tap in Renfrewshire had yet to be confirmed.

The report also provided an audit of the condition of the 12 historic park and public spaces drinking fountains in Renfrewshire. It was noted that these drinking fountains had been designed to allow the public to drink directly from the well. It was highlighted that the design of the water fountains and wells was not conducive to facilitating the topping up of modern refillable bottles nor did they comply with the requirements of the Equality Act 2010 while the three fountains originally fed by natural underground springs at MacDonalds Fountain, Gleniffer Road, Paisley; Tannahill's Well, Waterfall Paisley; and Elderslie Well, Main Road Elderslie were no longer deemed fit for human consumption due to various water quality contamination issues. The cost of making the remaining nine obsolete historic drinking fountains operational was estimated to be in the region of £450,000 while the estimated ongoing daily cleaning and maintenance cost to ensure that there was no risk to public health was in the region of £15,000 per annum.

DECIDED:

- (a) That it be noted that Scottish Water had made an initial commitment of one top-up tap in Renfrewshire within the current financial year;
- (b) That it be noted that Scottish Water had logged Renfrewshire's interest in relation to installing additional top-up taps based on their location criteria and connection to the public water supply;
- (c) That the cost of providing mains water supply to Renfrewshire's historic drinking fountains, as detailed in Section 4 of the report, be noted;
- (d) That it be noted that Renfrewshire's drinking historic fountains and wells were not suitable for modern sustainable drinking receptacles and would require significant modification to provide a top up facility; and
- (e) That the drinking water fountains, detailed in Section 4 of the report, be not restored on the basis that to do so was a risk to public health and safety and it was not financially viable.

8 Policy for the Inspection of Memorial Monuments and Headstones

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed policy for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards, a copy of which was appended to the report.

The report stated that there were currently nine cemeteries located within the Renfrewshire Council boundary, while the Council also had responsibility for 14 older, churchyard burial grounds that had previously been part of Church of Scotland grounds. There were estimated to be 25,000 memorials in Renfrewshire's cemeteries and a further 5,000 memorials in the churchyard burial grounds. The safety of staff and visitors in burial grounds was a statutory obligation for local authorities, in terms of the

Health and Safety at Work etc. 1974 Act and the Occupier's Liability (Scotland) Act 1960. It was noted that although Renfrewshire Council had health and safety responsibilities for cemeteries, the memorials belonged to lair holders and were not the property of Renfrewshire Council.

The report referred to the Fatal Accident Inquiry (FAI) held into the death of a child at Craigton Cemetery on 26 May 2015. The FAI had released its findings during January 2018 and there were two recommendations arising which affected Renfrewshire Council, namely (1) that the Scottish Government issue separate guidance on memorial safety in cemeteries for use by local authorities throughout Scotland; and (2) that consideration be given by the relevant agencies and associations that the existing industry guidance on memorial safety and stability testing be re-visited with a view to producing separate guidance on inspection of traditional memorials and, in particular those whose centres of gravity were shifting from vertical. In June 2019 in line with the recommendations of the FAI, the Scottish Government had published guidance on burial ground memorial safety. The report detailed the implications for the Council in applying and complying with this guidance. In this connection, a draft policy for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards, a copy of which was appended to the report, had been developed. In addition, it was noted that works to prioritise the sequence of inspections across all cemeteries was nearing completion and the issue of the required notifications, prior to the inspection programme, would commence on completion of the site zoning.

DECIDED:

(a) That the policy, as appended to the report, for the inspection of memorial monuments and headstones within Renfrewshire Council's cemeteries and churchyards be approved; and

(b) That the allocation of one-off and annual revenue costs, as detailed in the appendix to the report, to implement Renfrewshire's memorial inspections policy, in compliance with the Scottish Government Guidance on memorial safety, be approved.

9 Allotments Annual Report 2018/19

There was submitted a report by the Director of Finance & Resources relative to the 2018/19 Allotments Annual Report and associated reporting measures which had been prepared in accordance with the provisions of the Community Empowerment (Scotland) Act 2015.

The report indicated that the Community Empowerment (Scotland) Act 2015 encouraged councils to support the development of allotments and community growing spaces, on the basis that their use would create a sustainable food strategy and improve health and well-being. It was highlighted that the Council had a statutory duty to provide allotments and the Act imposed further obligations on the Council including a requirement to prepare and publish an annual allotments report for Renfrewshire. The report detailed six allotment/growing ground associations and the Council-owned land they currently leased or occupied. The six sites had a combined total of 286 individual allotments or plots, and, as at 14 November 2019, the Council was aware of 57 individuals awaiting an allotment or plot. This was below the statutory ratio between waiting lists and plot numbers which required the Council to provide a new allotment site. It was highlighted that there was a potential local need for new allotments in the Erskine area despite the expansion of the Erskine Community Allotments site as 33

people were currently on the waiting list.

During March 2018, the Council had established and allocated £1.5 million to the Community Empowerment Fund (CEF) with the objective of supporting and developing community organisations with a specific focus on assisting organisations that wished to acquire and develop a community asset. In addition, the Council had allocated £1.87 million to the Green Spaces, Parks and Play Areas and Villages Investment Fund to support communities develop, improve and use local green spaces including allotments, growing grounds and community garden projects. It was also noted that the Renfrewshire Food Growing Strategy 2020/25, a key purpose of which was to demonstrate how the Council would deliver its statutory duties for allotments and growing grounds, had been approved at the meeting of the Communities, Housing & Planning Policy Board held on 14 January 2020. In this connection, it was noted that arrangements would be made to engage directly with community groups to promote the redevelopment and/or re-use of previously used and derelict land.

The Allotments Annual Report for 2018/19, a copy of which was appended to the report, provided a summary of community organisations that had received awards from the aforementioned funding sources to support the viability of projects linked to growing ground/allotment projects and supplement the provision of growing grounds in local communities during the reporting period. It was highlighted that arrangements would be made to publish the Annual Report 2018/19 on the Council's website in accordance with legislative requirements.

DECIDED:

(a) That the Annual Allotments Report for 2018/19 and associated reporting measures, prepared in accordance with Part 9 of the Community Empowerment (Scotland) Act 2015, be approved; and

(b) That the Annual Allotments Report for 2018/19 be published on the Council's website in accordance with the legislative requirements.

10 Renfrewshire Council's Carbon Management Plan 2014/20: Update 2018/19

There was submitted a report by the Director of Finance & Resources relative to progress achieved during 2018/19 in delivering the Renfrewshire Council Carbon Management Plan 2014/20.

Renfrewshire Council Carbon Management Plan 2014/20 (the Plan), approved at the meeting of the Council's former Planning & Property Board held on 11 November 2014, aimed to reduce, by March 2020, carbon emissions in Renfrewshire by 36% of the 2012/13 baseline. It was noted that the Council had generated carbon emissions of 53,515 tonnes of carbon dioxide in the baseline year. The report advised that progress as at March 2019 showed a reduction of 55.7% had been achieved against the baseline carbon emission levels and detailed measures that had contributed to this position. It was highlighted that the programme of carbon reduction activities contained within the Plan not only delivered carbon reductions in accordance with the Climate Change Declaration, approved at the meeting of this Policy Board held on 6th November 2019, but also delivered cost savings for the Council and had positioned the Council well in terms of the Carbon Reduction Commitment - Energy Efficiency Scheme. The report referred to the declaration of a Climate Emergency at the meeting of the Council held

on 27 June 2019 and the subsequent establishment of a Climate Emergency Working Group with the aim of working towards Renfrewshire being carbon neutral by 2030.

DECIDED: That the report be noted.

11 Developing Scotland's Circular Economy: Proposals for Legislation - Consultation Response

There was submitted a report by the Director of Environment & Infrastructure relative to the Scottish Government's consultation entitled "Developing Scotland's Circular Economy: Proposals for Legislation".

The report stated that a circular economy was one where resources were kept in use for as long as possible and indicated that a circular economy could benefit the environment, by cutting waste and carbon emissions; the economy, by improving productivity and opening-up new markets; and communities, by providing local employment opportunities.

The Scottish Government had, during 2016, published a circular economy strategy entitled 'Making Things Last' and had launched the consultation, on 7 November 2019, building on that foundation and developing actions which reflected the renewed focus and targets on the climate emergency, entitled "Developing Scotland's Circular Economy: Proposals for Legislation". The consultation document included proposals to tackle the disposable culture of society, encourage use and re-use of materials, improve the approach to household recycling and tackle waste crime and littering from vehicles. The proposals formed part of wider plans for a change in the approach to reducing, re-using and recycling materials to help drive Scotland's circular economy as part of Scotland's transition to net zero emissions. The consultation document outlined the main themes of the circular economy and sought views on 22 specific questions relating to the proposals summarised in the report.

It was highlighted that the deadline for responses to the consultation exercise had been 19 December 2019 and a response had been prepared and submitted on behalf of the Council prior to the stipulated deadline. A copy of the response submitted was appended to the report and homologation was now sought in respect of the action taken in submitting the response.

DECIDED:

(a) That the consultation carried out by the Scottish Government on Developing Scotland's circular economy; Proposals for Legislation be noted; and

(b) That the action taken in submitting the consultation response, a copy of which was appended to the report, be homologated.

12 Disposal of Land to Scottish Power Distribution Plc – Proposed substation site at Hunter Street, Paisley for new electric vehicle charging points

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the proposed declaration of land at Hunter Street, Paisley as

surplus to the Council's requirements and seeking agreement for its disposal to Scottish Power Distribution Plc to facilitate the installation of electric vehicle charging points.

The report advised that the Council had been offered a grant of £645,000 from Transport Scotland towards the cost of installing electric vehicle charging infrastructure in Paisley, Johnstone, Renfrew, Bridge of Weir and Houston. In this connection the report proposed that the Council dispose of land at Hunter Street, Paisley, extending to 25 square metres or thereby, together with servitude rights as required, for the price of £1, to Scottish Power Distribution Plc to facilitate the creation of an outdoor electricity substation with connecting underground cables. Details of the ground burdens that the proposed land transaction would be subject to were provided. It was noted that the installation of the electric vehicle chargers at the site at Hunter Street, Paisley was scheduled to commence during February 2020 and be operational during the first half of 2020.

DECIDED:

- (a) That the land as detailed in the report, be declared as surplus to the Council's requirements;
- (b) That it be agreed to either sell or grant a long lease of the Property to SP Distribution plc, as appropriate, along with servitude rights for appropriate connections, subject to the terms and conditions detailed within the report; and
- (c) That it be noted that the exact size and location of the substations would be determined, once detailed design work had been finalised.

13 Common Good Register

There was submitted a report by the Director of Finance & Resources relative to the intention to publish and consult, in accordance with the provisions of the Community Empowerment (Scotland) Act 2015, on Renfrewshire Council's draft Common Good Register.

The report advised that the Community Empowerment (Scotland) Act 2015 sought to increase transparency about the existence of Common Good assets and ensure there was community involvement in decisions taken about their identification, use and disposal. A summary of the Council's duties arising from the Act in relation to Common Good property was provided. In particular, the requirements to establish and maintain, after consultation, a register of property held as part of the Common Good and to undertake public consultation, before the disposal or change of use of a Common Good property were highlighted.

Renfrewshire Council acted as sole trustee for SC019478 Paisley Common Good Fund, SC019479 Renfrew Common Good Fund and SC019480 Johnstone Common Good Fund which had charitable status and were registered with the Office of the Scottish Charity Regulator (OSCR). The Common Good Funds included both heritable property (land and buildings) and moveable property (civic regalia, cash, securities etc). In Renfrewshire, the bulk of the Common Good comprised land granted by the Crown, grants of land and buildings by local industrialists and other landowners, and the rental income and sale proceeds from such property. In addition, the Paisley and Renfrew Common Good Funds held property portfolios as part of their overall investment holdings. These properties were leased to a range of tenants including the Council,

other public bodies, voluntary and community associations and the private sector. Several of the property assets leased to the Council at market rent had thereafter been sub-leased to Renfrewshire Leisure Limited (RLL) at a peppercorn rental and RLL now had operational responsibility for the management of these assets.

The draft Common Good Register, a copy of which was appended to the report, reflected assets held by the Council as part of the Common Good. The Register was split into sections for each of the former burghs, and then further subdivided by the type of property e.g. land and buildings, heritage, funds etc. For the purpose of transparency, the Register contained a list of assets that were under further legal investigation. It was noted that the draft Register would be published on the Council's website and made available in selected Council offices and libraries for consultation purposes. The consultation would also be advertised on the Council's website, social media platforms and via other relevant means and last for a minimum period of 12 weeks. All written representations made would be published on the Council's website. In accordance with the Scottish Government's guidelines, the Council would respond to submissions and notify local community councils and other relevant community bodies of the publication of the draft Register and consultation process, to enable them as interested groups to consider the Register and make any written representations that they deemed to be appropriate. In addition, it was noted that in the event of a planned disposal or change of use of common good property, the Council would publish details of the proposal and invite representations from local community councils and community bodies before any final decision.

DECIDED:

- (a) That the Head of Property Services be authorised to publish Renfrewshire Council's draft Common Good Register and consult interested parties in accordance with the provisions of the Community Empowerment (Scotland) Act 2015;
- (b) That the Head of Property Services be authorised to amend the draft Common Good Register following any necessary investigation of the legal position to verify representations received by interested parties with regard to common good property; and
- (c) That the requirement for the Council to publish details and invite representations from local community councils and other relevant community bodies before any final decision was made relating to the proposed disposal, or change of use, of a Common Good asset be noted.

Minute of Meeting

Personnel Appeals and Applied Conditions of Service Appeals Panel.

Date	Time	Venue
Thursday, 23 January 2020	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jennifer Marion Adam-McGregor, Councillor Bill Binks, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Jim Paterson

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

E Simpson, Senior HR Adviser and R Devine, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Environment and Infrastructure

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure following his dismissal from the Council's employment.

The appellant and A Scobie (UNITE) attended in relation to the appeal. E Scott, Facilities Manager (Hard Services) (Environment & Infrastructure) and Y MacLachlan, HR Adviser (Finance & Resources) represented management.

The appellant advised that he had been on holiday when notification of arrangements for the hearing had been issued and, on his return, had contacted his full-time trade union official seeking representation at the Appeals Hearing. He had been informed that due to prior commitments the full-time trade union official was unable to attend this meeting. Furthermore, the appellant indicated that he wished to provide documentary evidence from his GP in support of his case. Accordingly, the appellant requested that the Panel consider adjourning the meeting to another date.

The appellant and representatives of the management-side withdrew from the meeting to allow the Panel to consider the request.

Both parties re-entered the meeting room and were informed by the Convener that the Panel had agreed to the appellant's request and that the meeting would be adjourned to 19 March 2020. It was highlighted to the appellant that information to be referred to during the Appeals Hearing should be provided as soon as possible, that it was his responsibility to make the necessary arrangements for representation and their attendance and that written confirmation of this decision would be issued.

DECIDED: That the meeting be adjourned to 19 March 2020.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 29 January 2020	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor J Shaw, Convener, presided.

In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning and B Lambert, Strategic Procurement Manager (both Chief Executive's); D Gillies, Head of Facilities Management (Environment & Infrastructure); T Irvine, Homelessness & Housing Support Services Manager (Communities, Housing & Planning Services) and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R Cree, OD & Workforce Planning Manager, E Shields, Business Services Manager, G Innes, Customer 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 Investment Review Board

There was submitted the Minute of the meeting of the Investment Review Board held on 20 November 2019 as appended hereto.

DECIDED: That the Minute be noted.

2 Revenue Budget Monitoring Report

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Infrastructure and Miscellaneous expenditure for the period to 8 November 2019.

DECIDED: That the report be noted.

3 Revenue Budget Monitoring Report - Council Overview

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period to 8 November 2019.

DECIDED: That the report be noted.

4 Capital Budget Monitoring Report

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to expenditure on corporate issues for the period to 8 November 2019.

DECIDED: That the report be noted.

5 Capital Budget Monitoring Report - Council Overview

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes to 8 November 2019.

DECIDED: That the report be noted.

Sederunt

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

6 Paisley & Renfrew Common Good Fund Budgets 2020/21

There was submitted a report by the Director of Finance & Resources relative to the estimated funding available for disbursement during 2020/21 from the Paisley and Renfrew Common Good Funds.

The report indicated that income from both Common Good Funds was used to fund ongoing projects and commitments made previously by this Board and its predecessors. In addition, an annual allocation was to be made to the relevant Local Partnerships with delegated authority to disburse grants to local organisations that had applied for grant aid and/or to use the funding to support appropriate projects. A forecast income and expenditure statement for both Common Good Funds, including the cost of recurring projects, was attached to the report.

At its meeting on 1 May 2019, the Leadership Board offered a contribution of £50,000 from the Paisley Common Good Fund to the Thomas Coats Preservation Trust to support their fundraising campaign, subject to the demonstration of a robust and funded business case for the proposed reuse of the Church. It was noted that discussions were continuing with the Trust in this regard and that the process of due diligence was ongoing.

DECIDED:

(a) That the 2020/21 budget allocations to Local Partnerships be approved as follows:

Renfrew Common Good – Renfrew Local Partnership - £67,360

Paisley Common Good – Paisley East, Ralston, Hawkhead & Lochfield, Hunterhill and Charleston Local Partnership [Paisley East Local Partnership] - £11,100

Paisley Common Good - Paisley North, Ferguslie, Gallowhill, Paisley West & Central Local Partnership [Paisley North, West & Central Local Partnership] - £9,750

Paisley Common Good – Foxbar/Brediland and Glenburn Local Partnership [Gleniffer Local Partnership] - £9,150;

(b) That the continued funding of recurring projects, as outlined in the appendices to the report, be approved;

(c) That it be noted that discussions were continuing with the Thomas Coats Preservation Trust; and

(d) That an award of £50,000 from Paisley Common Good Fund to the Thomas Coats Preservation Trust be approved, subject to the conclusion of the due diligence process.

7 Council Tax Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Council Tax accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £108,171.09.

DECIDED: That the sum of £108,171.09 as detailed in the report, be written off.

8 Non-domestic Rates Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Non-domestic Rates accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £238,462.69.

DECIDED: That the sum of £238,462.69 as detailed within the report, be written off.

9 Sundry Debtors: Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Sundry Debtor accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £5,908.03.

DECIDED: That the sum of £5,908.03 as detailed within the report, be written off.

10 Housing Benefit Overpayment Accounts for Write Off

There was submitted a report by the Director of Finance & Resources relative to a proposal to write off Housing Benefit accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £31,647.97.

DECIDED: That the sum of £31,647.97 as detailed within the report, be written off.

11 Customer & Business Services Performance Report

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

The report included an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund. The report sought additional funding of £40,000 for the Scottish Welfare Fund from existing welfare reform resources. Appendices to the report provided information on revenue collection and key performance indicators.

DECIDED:

(a) That the report be noted; and

(b) That an allocation of £40,000 to the Scottish Welfare Fund from existing welfare reform resources be approved.

12 Operational Performance Report: Integrated Facilities Management (Hard & Soft Services)

There was submitted an update report by the Director of Environment & Infrastructure relative to the performance of services delivered by Integrated Facilities Management

(Hard & Soft Services) since November 2019.

The report provided operational performance information on facilities management – hard services; facilities management – soft services; and the school meals service.

DECIDED: That the report be approved.

13 Revised Minute of Agreement - Clyde Valley Learning and Development Project

There was submitted a report by the Director of Finance & Resources relative to the revision of the original minute of agreement for the Clyde Valley Learning and Development Group. A revised minute of agreement was appended to the report.

The report explained the background to the project and the rationale for updating the original agreement, as set out in 2008, to now reflect a revised membership structure and key priority work areas. The proposed revisions would allow Councils to determine and have flexibility around their level of participation while spreading the costs of the project across all member Councils.

DECIDED: That the revised Minute of Agreement for the Clyde Valley Learning and Development Project, as attached to the report, be approved for signing.

14 Civic Hospitality

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

The report sought homologation of the action taken by the Director of Finance & Resources, in consultation with the Provost, to award civic hospitality to both events given the timescales involved.

DECIDED: That the action taken by the Director of Finance & Resources, in consultation with the Provost, to award civic hospitality in respect the following events be homologated:

Fairway Club – 40th Anniversary on 10 December 2019 - £470; and

Kelburne Hockey Club – 50th Anniversary on 1 February 2020 - £1,000.

Contract Authorisation Reports

As below.

15 Supply and Delivert of Two Zero Emission 16-Seater Accessible Buses Notice of Contract Award Under Clause 9.1(J) of Standing Orders Relating to Contracts 2017

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure Services relative to the award of a contract for the supply and delivery of two zero emission 16-seater buses (RC-CPU-16-287).

The report explained that funding from Transport Scotland towards the cost of electric vehicles required orders to be placed by 30 November 2019 and to secure the grant within the time limit, the Director of Environment & Infrastructure had awarded the contract, in accordance with clause 9.1(j) of the Council's Standing Orders Relating to Contracts, to Woodall Nicholson Limited trading as Mellor Coachcraft.

DECIDED: That it be noted:

(a) That a contract had been awarded to Woodall Nicholson Limited trading as Mellor Coachcraft for the supply of two zero emission, low floor, 16-seater accessible buses in accordance with clause 9.1(j) of the Council's Standing Orders Relating to Contracts;

(b) That the contribution from the total grant allowed the Council to procure two zero emission low floor, 16-seater accessible buses from Woodall Nicholson Limited trading as Mellor Coachcraft;

(c) That the cumulative spend under the contract was up to £339,072 excluding VAT and was made up of £168,789 from Transport Scotland and £170,283 from the Council's Vehicle Replacement Programme 2020/21; and

(d) That the supplier had agreed to deliver the vehicles to Environment & Infrastructure Services at 52 Underwood Road, Paisley by no later than 30 April 2020.

16 Extension and Refurbishment works to three Early Learning and Childcare Centres (Early Years Expansion Programme)

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for extension and refurbishment works to three Early Learning and Childcare Centres (Early Years Expansion Programme) under the restricted procedure for a regulated threshold works contract (RC-CPU-18-511).

Four tenders were received and following evaluation the tender submitted by City Gate Construction (Scotland) Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for extension and refurbishment works to three Early Learning and Childcare Centres (Early Years Expansion Programme) to City Gate Construction (Scotland) Limited up to the value of £3,209,840.26 excluding VAT;

(b) That it be noted that the anticipated date of award was 10 February 2020 with construction works commencing 23 March 2020 and a project handover for August

2020. Any changes to these dates prior to award would be confirmed in the letter of acceptance; and

(c) That it be noted that the award of this contract was subject to the provision of Contractors All Risk insurance to the level required by the Council, a Performance Bond and Collateral Warranties as indicated within the tender documentation.

17 Sensor Monitoring Equipment for Domestic Properties

There was submitted a joint report by the Chief Executive and the Director of Communities, Housing & Planning Services relative to the award of a contract for sensor monitoring equipment for domestic properties (RC-CPU-19-204).

Five tenders were received which met the Council specification and following evaluation the tender submitted by IOPT Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for sensor monitoring equipment for domestic properties to IOPT Limited for an initial term of two years, with the Council having an option to extend for up to 12 months on two separate occasions, subject to contract performance and the availability of further funding;

(b) That it be noted that the anticipated start date was 21 February 2020, with the actual start date to be confirmed in the letter of acceptance;

(c) That a maximum contract value of up to £1,047,290.51 excluding VAT be authorised with the value for the initial two years contract being up to £475,650.24 and the value for the optional extension periods being up to £571,640.27; and

(d) That it be noted that the award of this contract was subject to the provision of Contractors All Risk insurance to the level required by the Council, as indicated within the tender documentation.

18 Door Access and Time Management System

There was submitted a joint report by the Chief Executive and the Directors of Finance & Resources and Environment & Infrastructure relative to the award of a negotiated contract for a door access and time management system (RC-CPU-18-181).

The report explained that no bids were received following the publication of the tender and investigation ascertained that potential bidders lacked adequate resources to complete the tender or were unable to comply with the tender specification. The Council had therefore negotiated a tender with the current supplier HFX Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the negotiated contract for a door access and time management system to HFX Limited, subject to satisfactory conclusion and signing of the formal negotiated contract document;

(b) That the award be made for a period of seven years with the option to extend on three separate occasions for up to 12 months, with the contract start date being defined in the letter of acceptance;

(c) That it be noted that the anticipated value was £516,642 for the initial seven-year contract excluding VAT and up to £47,584 excluding VAT for each 12-month extension, the total value of the 10-year contract where the extension periods were exercised being up to £659,394 excluding VAT; and

(d) That, in addition to the value detailed above, authority be granted for a potential contingency allowance of up to £65,939.00 excluding VAT for ad hoc requirements for the hardware and additional licences for the software.

19 Multi-Storey Condition Survey

There was submitted a joint report by the Chief Executive and the Director of Communities, Housing and Planning Services relative to the award of a service contract for a multi-storey condition survey (RC-CPU-19-055).

Three tenders were received and after evaluation the tender submitted by Concrete Repairs Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for multi-storey condition survey to Concrete Repairs Limited;

(b) That a contract value of up to £868,871.61 excluding VAT be authorised; and

(c) That the contract be awarded for a period of one year with an anticipated start date of 27 March 2020, the actual start date to be confirmed in the letter of acceptance.

20 Provision of Housing Support Services – Homelessness

There was submitted a joint report by the Chief Executive and the Director of Communities, Housing and Planning Services relative to the award of two separate contracts for Housing Support Services for Young Homeless Adults (Lot 1) and Housing Support Services for Single Homeless Adults and Families (Lot 2) (RC-CPU-19-128).

One tender was received for each contract from Blue Triangle (Glasgow) Housing Association Limited and evaluation confirmed both tenders complied with the minimum selection criteria.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contracts for Housing Support Services for Young Homeless Adults (Lot 1) and Housing Support Services for Single Homeless Adults and Families (Lot 2) to Blue Triangle (Glasgow) Housing Association Limited;

(b) That contracts for Lot 1 and Lot 2 be awarded for a period of two years from 30

March 2020 to 29 March 2022 with the option at the discretion of the Council to extend the respective contract for up to 12 months on two separate occasions until no later than 29 March 2024;

(c) That, in terms of Lot 1, an annual contract value of up to £249,500 excluding VAT to a total contract value of up to £998,000 excluding VAT be approved; and

(d) That, in terms of Lot 2, an annual contract value of £154,500 excluding VAT to a total contract value of £618,000 excluding VAT be approved.

21 CIP External Sports (On-X) – Lead Designer Appointment

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a service contract for CIP External Sports (On-X) – Lead Designer Appointment (RC-CPU-19-226).

Two tenders were received and after evaluation the tender submitted by Blyth & Blyth Consulting Engineers Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for CIP External Sports (On-X) – Lead Designer Appointment to Blyth & Blyth Consulting Engineers Limited;

(b) That a contract value of £198,500 excluding VAT be approved; and

(c) That it be noted that the anticipated start date was 21 February 2020 with completion by November 2021, the actual start date to be confirmed in the letter of appointment.

22 Microsoft Enterprise Agreement

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a call-off contract for a Microsoft Enterprise Agreement following a mini-competition under Lot 2 of the Framework Agreement RM3733 Technology Products 2 (RC-CPU-19-134).

Four tenders were received and after evaluation the tender submitted by Phoenix Software Limited was found to be the most economically advantageous.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a call-off contract for a Microsoft Enterprise Agreement to Phoenix Software Limited following a mini-competition under Lot 2 of the Framework Agreement RM37333 Technology Products 2;

(b) That it be noted that the contract period was three years and the licence period was from 1 April 2020 until 31 March 2023; and

(c) That a contract value of £3,916,409.50 excluding VAT be approved for the three-year contract period.

Minute of Meeting

Investment Review Board

Date	Time	Venue
Wednesday, 20 November 2019	11:00	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor John McIntyre, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey

Chair

Councillor Paterson Depute Convener, presided.

In Attendance

A MacArthur, Head of Finance, R Conway, Finance Manager (Financial Accounting) and P Shiach, Committee Services Officer (all Finance & Resources).

Also in Attendance

D Millar, Senior Investment Analyst, Hymans Robertson LLP; G Brisbane, Portfolio Manager (Aberdeen Standard Capital).

Apology

Councillor Shaw.

Declarations of Interest

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

1 Minute of Previous Meeting

There was submitted the Minute of the meeting of the Investment Review Board held on 12 June 2019.

DECIDED: That the Minute be approved.

2 Review of Statement of Investment Principles

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

The report indicated that the Council had arranged for the investments of the Paisley and Renfrew Common Good Funds to be managed by Aberdeen Standard Capital Limited and had agreed with the manager a number of principles which governed decisions regarding these investments. These principles covered a range of issues such as what benchmark should be employed against which to assess the manager's performance, and any restrictions which the manager required to observe when choosing sectors or classes of asset in which to invest. These requirements were formalised in a Statement of Investment Principles document, which is reviewed periodically to ensure that the principles contained therein remained appropriate to the requirements of the Common Good Funds.

The report advised that the Statement of Investment Principles had last been reviewed in December 2018 and was due for review. It was proposed that minor changes be made to the Statement, as detailed in the report

In response to a question in relation to the Climate Emergency, the Head of Finance advised that there were ethical investments contained within the current restrictions and that he could request that the Investment Manager submit options to the next meeting of the Board. It would then be for the Board to determine such options.

In response to a question regarding income achieved above the target rate being re-invested, the Head of Finance advised that this would be kept under review.

DECIDED:

- (a) That the Statement of Investment Principles appended to the report be approved;
- (b) That the that the Investment Manager submit to the next meeting of the Board investment options compatible with Council policies in relation to tackling the Climate Emergency; and
- (c) That the Director of Finance & Resources keep under review possibility of re-investment of income received above the income target.

3 Information Session

D Miller, Consultant (Hymans Robertson LLP) delivered a briefing relative to the performance of Renfrewshire Council's investment portfolios giving an update on current market and other economic news; equities markets in 2018/19 and a quarter 4 update; quarter 4 regional equity performance, investing as a long-term activity; bond markets; gilts currencies and currencies since the EU Referendum; GDP Growth; manufacturing; Core CPI inflation; and an asset class views framework which provided a guide to Hymans Robertson's views on markets over the medium term, including fundamentals; valuation and technical, which related to shorter – term factors that may tend to move markets back towards or further away from fir value.

In summary he indicated that markets had performed strongly both in equities and bonds; and that the Council's portfolio was well diversified and gained exposure to a wide range of countries/regions, sectors and assets.

D Miller was then heard in answer to questions from members on various aspects of the briefing.

DECIDED: That the briefing be noted.

Sederunt

G Brisbane, Portfolio Manager, Aberdeen Standard Capital entered the meeting during consideration of the undernoted item.

4 Paisley and Renfrew Common Good Funds: Review of investment and income performance

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds during the six-months to 30 September 2019. A performance review by Hymans Robertson LLP was attached as an appendix to the report.

G Brisbane provided commentary on the performance of world markets; the global macroeconomic environment; Brexit; investment guidelines for Common Good Funds; long-term performance of Common Good Funds; asset contribution to Common Good Funds; stock contribution to Common Good Funds; investment restrictions; and the continuing thematic investment at Aberdeen Standard Capital.

The report advised that the value of the Paisley Common Good Fund had increased slightly from £4.160 million in March 2019 to £4.449 million in September 2019 and estimated income was now £150,171 (£147,019 in the last quarter) against a target of £113,000.

The value of the Renfrew Common Good Fund had also increased from £14.061 million in March 2019 to £15.040 million in September 2019 and estimated income was now £508,427 (£497,704 last quarter) against a target of £380.000.

DECIDED: That performance of investments be noted.

5 Date of Next Meeting

It was noted that the next meeting of the Investment Review Board would be held in Renfrewshire House on Wednesday 10 June 2020 at 11 am.

DECIDED: That the information be noted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 30 January 2020	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer and N Barr, Administrative Assistant (all Finance & Resources).

Apologies

Councillors Audrey Doig, McEwan and Rodden.

Declarations of Interest

Councillor Devine declared a non-financial interest in item 3 (e) of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

1 Grant of Temporary Street Trader's Licence and Street Trader's Licence - Personal Appearance

There were submitted the undernoted applications for grant of a temporary Street Trader's Licence and grant of a Street Trader's Licence. The applicant had been asked to appear personally for the first time together with Nigel Hobbs, on behalf of Houston Community Council, who had submitted an objection to the application in respect of the Houston trading location and the Director of Environment & Infrastructure, Renfrewshire Council, who had submitted an objection to the application:-

Applicant: Philip McIntyre T/A Catering and Italian Street Food

Authorised goods: Italian street food, soft drinks and confectionery

Trading from: Fountain Crescent, Inchinnan, Monday to Sunday from 7.00 am to 15.30 pm; Florish Road, Erskine, Wednesday, Friday and Sunday from 4.00 pm to 11.00 pm; and South Street, Houston, Tuesday, Thursday and Saturday from 4.00 pm to 11.00 pm

Mr McIntyre, the applicant, was invited into the meeting together with Ms Heaney and Mr Reid, on behalf of the Director of Environment & Infrastructure, Renfrewshire Council, who had submitted an objection to the applications. There was no appearance by or on behalf of Houston Community Council.

The Convener proposed (i) that the objection from Houston Community Council be taken into account when the applications were being considered and (ii) that both applications be considered together but that separate decisions be made. This was agreed unanimously. Mr McIntyre also agreed to this.

Mr McIntyre withdrew the location at South Street, Houston from both his applications. After consideration of all matters before the Board, the Board adjourned to allow members to consider these applications. The meeting was reconvened.

Councillor McNaughtan, seconded by Councillor Hughes moved (i) that consideration of Mr McIntyre's amended application for a temporary Street Trader's Licence be continued and that the Director of Environment & Infrastructure be requested to provide a more detailed report on Mr McIntyre's proposed trading locations and (ii) that consideration of Mr McIntyre's amended application for grant of a Street Trader's Licence be continued and that the Director of Environment & Infrastructure be requested to provide a more detailed report on Mr McIntyre's proposed trading locations.

Councillor Devine, seconded by Councillor Montgomery, moved as an amendment (i) that Mr McIntyre's amended application for a temporary Street Trader's Licence be granted for a period of one year but only in respect of the location at Fountain Crescent, Inchinnan and (ii) that Mr McIntyre's amended application for grant of a Street Trader's Licence be granted for a period of one year but only in respect of the location at Fountain Crescent, Inchinnan.

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

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

DECIDED:

(a) That Mr McIntyre's amended application for a temporary Street Trader's Licence be granted for a period of one year but only in respect of the location at Fountain Crescent, Inchinnan; and

(b) That Mr McIntyre's amended application for grant of a Street Trader's Licence be granted for a period of one year but only in respect of the location at Fountain Crescent, Inchinnan.

2 Grant of Street Trader's Licence - Personal Appearance

There was submitted the undernoted application for grant of a Street Trader's Licence. The applicant had been asked to appear personally for the first time together with the Director of Environment & Infrastructure, Renfrewshire Council, who had submitted an objection to the application:-

Applicant: Scott McAvoy

Authorised goods: hot and cold fast food and drink

Trading from: Argyll Avenue, Renfrew – beside football pitch

Operating hours: Monday to Sunday - 5.00 am to 5.00 pm

Mr McAvoy, the applicant, was invited into the meeting together with Ms Heaney and Mr Reid, on behalf of the Director of Environment & Infrastructure, Renfrewshire Council, who had submitted an objection to the application.

After consideration of all matters before the Board, the meeting 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.

EXCLUSION OF PRESS AND PUBLIC

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

3 Grant of Private Hire Car Drivers' Licences - Personal Appearances

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

(a) David McGeoch

There was no appearance by or on behalf of Mr McGeoch. Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation to the application were invited into the meeting.

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.

(b) Joseph Inglis

Mr Inglis, the applicant, was invited into the meeting together with Sergeant Robertson, Constable Hume and Ms Stevenson, 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.

ADJOURNMENT

The meeting adjourned at 11.20 am and reconvened at 11.25 am.

(c) Craig Easton

Mr Easton, the applicant, was invited into the meeting together with Sergeant Robertson, Constable Hume and Ms Stevenson, 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.

(d) Waqar Bhatti

Mr Bhatti, the applicant, was invited into the meeting together with Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the representation, the Convener proposed that the representation be taken into account when the application was being considered. This was agreed unanimously.

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

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

DECLARATION OF INTEREST

Councillor Devine having declared a non-financial interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

(e) William Chalmers

Mr Chalmers, the applicant, was invited into the meeting together with Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted an objection to the application.

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

DECIDED: That the application be refused.

SEDERUNT

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

(f) Adnan Arif

There was no appearance by or on behalf of Mr Arif. Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted an objection to the application were invited into the meeting. The Convener proposed that the application be considered in Mr Arif's absence and 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.

(g) Obaid Amiri

There was no appearance by or on behalf of Mr Amiri. Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted an objection to the application were invited into the meeting. The Convener proposed that the application be considered in Mr Amiri's absence and 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.

(h) Umran Ahmad

Mr Ahmad, the applicant, was invited into the meeting together with Sergeant Robertson, Constable Hume and Ms Stevenson, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the objection, the Convener proposed that the objection be taken into account when the application was being considered. 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.

(i) Arvid Haubold

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

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

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

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

Ablo Sow

The Senior Solicitor (Litigation and Regulatory Services) advised that Mr Sow had provided the correct paper work and his applications for grant of a Private Hire Car Operator's Licence and grant of a Private Hire Car Driver's Licence would be granted for periods of one year under delegated authority.

DECIDED: That it be noted that the applications would be granted for periods of one year under delegated authority.

5 Grant of Landlord Registrations - Personal Appearances

There were submitted the undernoted applications for grant of Landlord Registrations. The applicants had been asked to appear personally for the first time together with the Director of Communities, Housing & Planning Services, Renfrewshire Council, who had requested that the applications be referred to the Board for consideration:-

(a) Stuart McIlree

Mr McIlree, the applicant, and his wife, Mrs McIlree, were invited into the meeting together with Mr Hunter and Ms Kettle, on behalf of the Director of Communities, Housing & Planning Services, Renfrewshire Council, who had requested that the application be referred to the Board for consideration.

After consideration of all matters before the Board, the meeting adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed (i) that consideration of the application be continued to allow the applicant to

provide evidence to the Board that he understood his obligations as a landlord and that he was a fit and proper person to be added to the register of landlords; and (ii) that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED:

(a) That consideration of the application be continued to allow the applicant to provide evidence to the Board that he understood his obligations as a landlord and that he was a fit and proper person to be added to the register of landlords; and

(b) That the applicant be invited to a future meeting of the Board.

(b) Eileen Gallacher

Ms Gallacher, the applicant, and her husband, Mr Gallacher, were invited into the meeting together with Mr Hunter and Ms Kettle, on behalf of the Director of Communities, Housing & Planning Services, Renfrewshire Council, who had requested that the application be referred to the Board for consideration.

After consideration of all matters before the Board, the meeting 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.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 19 February 2020	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Lisa-Marie Hughes, Councillor James MacLaren, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor James Sheridan

Chair

Councillor Nicolson, Convener, presided.

In attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; and A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Communications & Marketing, A Morrison, Head of Regeneration, S McFadden, City Deal Project Director, B Walker, Depute City Deal Project Director, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager, R Cooper, Economic Development Manager, S McMillan, Regeneration Manager and P Moss, Strategy, Policy & Insight Manager (all Chief Executive's); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, R Cree, OD & Workforce Planning Manager and L Belshaw, Democratic Services Manager (all Finance & Resources); D Leese, Chief Officer (Renfrewshire Health & Social Care Partnership); and F Naylor, Head of Finance & Corporate Services (Renfrewshire Leisure).

Declarations of Interest

Councillor J Cameron declared a non-financial interest in respect of item 6 of the agenda as she was a member of KAIROS. Councillor Cameron indicated that it was her intention to remain in the meeting and take part in any discussion or voting thereon.

Councillor J Cameron declared a non-financial interest in respect of item 13 of the agenda as she was Chair of the Renfrewshire Health & Social Care Integration Joint Board. Councillor Cameron indicated that it was her intention to remain in the meeting and take part in any discussion or voting thereon.

Councillor J MacLaren declared a non-financial interest in respect of item 13 of the agenda as he was a member of the Renfrewshire Health & Social Care Integration Joint Board. Councillor MacLaren indicated that it was his intention to remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of items 15 and 16 of the agenda as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor McCartin declared a non-financial interest in respect of items 15 and 16 of the agenda as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

1 Budget Monitoring

There was submitted a joint revenue budget monitoring report by the Chief Executive, Director of Finance & Resources and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the financial position of those services reporting to the Board as at 8 November 2019. The report highlighted a net underspend of £220,000 on adult services, reflecting vacancies due to recruitment issues throughout all service areas.

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 to 8 November 2019 relative to those services reporting to this Board. The report highlighted an overspend of £0.001 million during the current period and intimated that the programme would be continually monitored to ensure that the available resources were fully utilised and that approved limits were reached.

DECIDED: That the report be noted.

3 Right for Renfrewshire - Change and Transformation Programme 2020/21-2022/23

Under reference to item 5 of the Minute of the meeting of the Board held on 18 September 2019, there was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the proposed changes emerging from the Tranche 1 service redesign exercises completed to date as part of Right for Renfrewshire (RfR), including for each area, the service redesign scope, drivers for change and redesign objectives, and an overview of key service changes, benefits and outcomes.

The report outlined the background to RfR and intimated that it was a strategic programme that was key to supporting the Council's medium-term financial strategy but also the strategic objective to modernise and ensure services across the Council remained sustainable and best-placed to meet the Council and citizens' objectives. It was noted that in parallel to the implementation programme for Tranche 1, work would commence over the first half of 2020 to scope Tranche 2. This would ensure the required degree of momentum and pace was maintained which was critical to supporting the 2021/22-23 financial planning process which included a provision for £25 million net savings arising from the RfR programme. The report outlined key recommendations for change and transformation emerging from the Tranche 1 reviews, including the process of adapting the size and composition of the Council's workforce over the medium term. It was noted that work completed to date indicated a net reduction of around 130 full-time equivalent posts across the service redesigns which would be facilitated through the release of employees under voluntary severance.

Councillor Nicolson, seconded by Councillor Paterson, moved that the latest update on the Right for Renfrewshire Programme and financial outlook for 2020/23 as outlined in the report be noted; that the progress achieved in relation to those service redesigns that constituted Tranche 1 of the programme be noted and that it be agreed that the range of associated proposals for change and transformation as outlined in detail in sections 4-12 of the report be implemented; that it be agreed that as part of the implementation of the proposals, authority be delegated to the Chief Executive to take forward the arrangements for the voluntary release of employees over the course of the 2020/21 change and transformation process; and that it be noted that further reports would be brought to future cycles of the Board to provide updates on the progress achieved in relation to the implementation phase of Tranche 1 of the programme and specifically in relation to the service areas that would be proposed to constitute Tranche 2 which would be critical to supporting the ongoing delivery of the Council's change programme.

Councillor Devine, seconded by Councillor Sheridan, moved as an amendment that it be recommended that the Board note the latest update on the Right for Renfrewshire programme and financial outlook for 2020/23 as outlined in the report; and that this Board rejects the proposals outlined in the report.

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

The following members voted for the motion: Councillors J Cameron, Hughes, J MacLaren, McCartin, McEwan, McGurk, McIntyre, McNaughtan, Nicolson, Paterson and Shaw.

3 members having voted for the amendment and 11 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

- (a) That the latest update on the Right for Renfrewshire Programme and financial outlook for 2020/23 as outlined in the report be noted;
- (b) That the progress achieved in relation to those service redesigns that constituted Tranche 1 of the programme be noted and that it be agreed that the range of associated proposals for change and transformation as outlined in detail in sections 4-12 of the report be implemented;
- (c) That it be agreed that as part of the implementation of the proposals, authority be delegated to the Chief Executive to take forward the arrangements for the voluntary release of employees over the course of the 2020/21 change and transformation process; and
- (d) That it be noted that further reports would be brought to future cycles of the Board to provide updates on the progress achieved in relation to the implementation phase of Tranche 1 of the programme and specifically in relation to the service areas that would be proposed to constitute Tranche 2 which would be critical to supporting the ongoing delivery of the Council's change programme.

4 Tackling Poverty Programme

There was submitted a report by the Chief Executive relative to the proposed content of Year 3 (2020/21) of the current Tackling Poverty Programme and outlining progress since the introduction of the Programme. The report intimated that a programme of activity had been developed which would sustain key projects which supported people on low incomes, with a focus on low-income families with children. The proposed programme continued key projects and it was highlighted that there continued to be opportunities to review projects throughout the programme to make sure delivery models were the most effective and to explore opportunities to align more closely to mainstream service provision.

DECIDED: That the proposed content of Year 3 of the Tackling Poverty Programme 2020/21 as detailed in the report be approved.

5 Scottish Index of Multiple Deprivation

There was submitted a report by the Chief Executive relative to the release on 28 January 2020 of the Scottish Index of Multiple Deprivation (SIMD) which provided new data on relative deprivation across Scotland at local authority and small area (data zone) level. The SIMD was one of a wide range of tools that the Council used to help plan activities, programmes of work and effective partnership working and engagement. It was highlighted that whilst the report provided a broad overview further analysis was required to understand the detail behind the headline figures. It was noted that 138 of Renfrewshire's 225 data zones had improved on their 2016 ranking and that fewer were now identified as the most deprived in Scotland, from 61 in 2016 to 54 in 2020. The new rankings showed two of Renfrewshire's data zones in the ten identified as the most deprived in Scotland and the report gave an analysis of the data in relation to these.

DECIDED:

- (a) That the publication of the Scottish Index of Multiple Deprivation 2020 data release and the summary information provided at a Renfrewshire and national level in the report be noted; and
- (b) That it be noted that further analysis would be provided as part of the members' briefing programme.

Declaration of Interest

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

6 Strategic Partnership Agreement - Active Communities

There was submitted a report by the Chief Executive relative to the Strategic Partnership Agreement which had been developed with Active Communities. The report intimated that partnership working was key to the delivery of the Community Plan and also to the Council Plan, recognising that the Council alone would not be able to improve the outcomes targeted. A range of activities were underway across the Council to support greater collaboration and engagement with local community groups and organisations by redefining the relationships that had developed over time and working more closely together on shared priorities. The concept of a Strategic Partnership Agreement was to demonstrate commitment to partnership working and to strengthen communication and engagement through regular dialogue. Within the Agreement were two key areas where it had been identified that Active Communities and the Council would benefit from a collaborative relationship: asset transfer of the former police station in Johnstone and the Women's Centre (KAİROS). The initial period for each Strategic Partnership Agreement was one year.

DECIDED: That the Strategic Partnership Agreement be approved in relation to Active Communities.

7 Car Parking in Paisley Town Centre

Under reference to item 9 of the Minute of the meeting of the Board held on 19 June 2019, there was submitted a report by the Director of Environment & Infrastructure relative to car parking in Paisley Town Centre. The report intimated that at the meeting of the Board held on 19 June 2019 it had been agreed to pilot a three-hour period of free parking in five car parks in Paisley Town Centre for an initial period of six months, between July and December 2019. A Review of Car Parking in Paisley Town Centre Working Group had also been established. This report set out the evaluation of the pilot undertaken to date, analysing the economic, transportation and financial data available. The report also set out work commencing to support public transport in Renfrewshire and in particular Paisley Town Centre, focusing on bus infrastructure to improve customers' journey times to and from the town centre and across Renfrewshire. The report indicated that the Review of Car Parking in Paisley Town Centre Working Group had met on 6 February 2020 to discuss the evaluation data and had proposed that the pilot be extended for a further six-month period in order that a full year's worth of data on the impact of the three free hours parking had on Paisley Town

Centre. The report also referred to electric charging infrastructure, parking meters and digital car park signage.

The Convener intimated that if members had suggestions in relation to the pilot these should be passed to the Director of Environment & Infrastructure or to the Head of Regeneration, for consideration by the Working Group.

DECIDED:

- (a) That it be noted that the Review of Car Parking in Paisley Town Centre Working Group had met to discuss and evaluate the pilot of a three-hour period of free parking and that the outputs were contained within the report;
- (b) That it be agreed to extend the pilot for a further six months to allow a calendar year worth of data to be gathered and evaluated for the economic, financial and transportation impact of the car parking pilot, with a report being brought back to a future Leadership Board to inform future car parking policy in Paisley Town Centre;
- (c) That the financial implications for the Council for extending the pilot period as set out in the report be noted and that it be agreed to fund the pilot from existing resources earmarked to support regeneration and development activities in Paisley Town Centre;
- (d) That the commencement of studies to develop bus prioritisation infrastructure for Paisley Town Centre be noted;
- (e) That the planned electric charging infrastructure planned for off-street car parks in Paisley Town Centre be noted; and
- (f) That if members had suggestions in relation to the pilot these should be passed to the Director of Environment & Infrastructure or to the Head of Regeneration, for consideration by the Working Group

8 Renfrewshire Economic Strategy 2020-2030: Action Plan

Under reference to item 6 of the Minute of the meeting of the Board held on 18 September 2019, there was submitted a report by the Chief Executive relative to the Action Plan to deliver the range and number of actions that required extensive partnership working, collaboration and sustained effort over the 10-year duration of the Strategy. The report intimated that in November 2016 the Leadership Board approved the establishment of an Economic Leadership Panel (the Panel). In September 2019 the Board approved the Renfrewshire Economic Strategy, which had been prepared with the guidance of the Panel. The Strategy set out eight economic challenges that, to be tackled effectively, required a coordinated response, and that a series of interventions was proposed for each. Work had now been undertaken with the Panel to develop an Action Plan, which was appended to the report. The Panel had assessed the content of the Action Plan and had commended it to the Council for approval. The Action Plan highlighted specific projects and identified the lead organisation, the time-frame and resources required to deliver each. Given the extent of the Action Plan the report highlighted that the Panel had advised on particular actions that should be prioritised in the first 24 months of the plan and these were outlined.

Councillor Nicolson, seconded by Councillor Paterson, moved that the Board welcomed the preparation of the Action Plan under the guidance of the Economic Leadership Panel; that the Board as a key contributor and enabler of the Action Plan, approve the actions identified for the Council to be the lead partner; and that the near-term priorities of the Action Plan as set out in the report be noted.

Councillor Andy Doig, seconded by Councillor McCartin, moved as an amendment that a new recommendation 2.1vi be added:

"This Board recognises that clarity and transparency are crucial in the delivery of the City Deal projects for Renfrewshire.

Notes the concerns of the Accounts Commission's report Scotland's City Region and Growth Deals on City Deal Cabinet should rotate on an equal basis between the Glasgow City Deal Local Authorities.

Believes that the Chief Executive Officers of the Glasgow City Deal Local Authorities should convene the Chief Executives' Group on a rotational basis, in conjunction with the rotation of the City Deal Cabinet Convenership.

On the roll being called, the following members voted for the amendment: Councillors Devine, Andy Doig, J MacLaren, McCartin, McIntyre, and Sheridan.

The following members voted for the motion: Councillors J Cameron, Hughes, McEwan, McGurk, McNaughtan, Nicolson, Paterson and Shaw.

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

DECIDED:

- (a) That the Board welcomed the preparation of the Action Plan under the guidance of the Economic Leadership Panel;
- (b) That the Board as a key contributor and enabler of the Action Plan, approved the actions identified for the Council to be the lead partner; and
- (c) That the near-term priorities of the Action Plan as set out in the report be noted.

Sederunt

Councillor Sheridan left the meeting prior to consideration of the following item.

9 Renfrewshire Skills Plan

There was submitted a report by the Chief Executive relative to the Renfrewshire Skills Action Plan, which was one of the key actions within the Economic Strategy. The report highlighted that the development of the Renfrewshire workforce to meet the needs of a growing economy and alignment with expanding and emerging sectors such as manufacturing, tourism, care and creative industries was fundamental to achieving the ambitions set out in the Economic Strategy. The Skills Action Plan, which was appended to the report, set out a series of multi-agency key actions and responsibilities in order that Renfrewshire stakeholders could, in collaboration, tackle worklessness, develop workforce capacity, improve productivity and plan for future skills needs.

The Economic Development Manager gave a short presentation on the Action Plan.

DECIDED: That the Renfrewshire Skills Action Plan 2020/23 as appended to the report be approved.

10 Paisley Town Centre Townscape Heritage/Conservation Area Regeneration Scheme 2 - Award of Grants

There was submitted a report by the Chief Executive relative to the award of third party TH/CARS2 grants for the building repair project at 3 County Place, Paisley and a combined building repair/shopfront improvement project at 44 High Street, Paisley.

DECIDED: That the award of third-party TH/CARS2 grants, subject to approval by the funders (National Lottery Heritage Fund and Historic Environment Scotland) for works at 3 County Place, Paisley and 44 High Street, Paisley be approved.

11 Scotland's Future Employability Service: Parental Employment Support Fund

There was submitted a report by the Chief Executive relative to the further development of Scotland's Future Employability Services and the partnership approach between the Scottish Government and local authorities. The report also outlined a new allocation of Scottish Government funding for employability services linked to improving child and family poverty.

The report intimated that the first phase of the review had been to integrate investment in current national programmes into a new local employability delivery model managed collaboratively between the Scottish Government and local government. The Scottish Government had identified that full implementation of the new employability model would roll out in 2022/23 and a range of new funding opportunities were expected to support the new model over the next few years.

The report also referred to the Parental Employment Support Fund which was awarded recently to all councils in Scotland and Appendix 2 to the report gave a breakdown of local authority allocations. A further allocation of funding specifically supporting disability employability issues was anticipated for April 2020. Appendix 3 to the report provided an outline of the proposed actions for Renfrewshire Council's share of £0.524 million. These actions were in line with the guidance for the funding and complemented the existing employability supports already on offer through existing employability services.

DECIDED:

- (a) That the report and the development work to design Scotland's future employability services be noted;
- (b) That the funding allocation of £0.524 million to Renfrewshire Council under the Parental Employment Support Fund be noted and that the proposals being developed to support the aims of the programme be approved; and
- (c) That it be noted that a further allocation of funding relating to the employability of disabled parents was anticipated over the next few months.

12 Paisley First Renewal Ballot Outcome

Under reference to item 8 of the Minute of the meeting of the Board held on 19 June 2019, there was submitted a report by the Chief Executive relative to the outcome of the Paisley First Renewal Ballot which took place during September and October 2019 with the result being announced on 25 October 2019. The report intimated that the ballot had now been concluded with Paisley First being successful in gaining support of

the levy payers for a second term which commenced on 15 January 2020. The report provided the detail of the ballot result and also recommended that Renfrewshire Council was represented on the Board of Paisley First for the next term by the Head of Regeneration.

DECIDED:

- (a) That the result of the renewal ballot for the Paisley First Business Improvement District be noted; and that it be noted that Paisley First were successful in getting approval for a second term as the business improvement district for Paisley Town Centre; and that it be noted that work was ongoing to conclude the required operating agreement between Paisley First and the Council; and
- (b) That it be agreed that the Head of Regeneration replace the Director of Communities, Housing & Planning Services as the Renfrewshire Council nominated Director on the Board of Paisley First.

Declarations of Interest

Councillors J Cameron and J MacLaren, having previously declared an interest in items 13 and 14 of the agenda, remained in the meeting.

13 Renfrewshire Integration Scheme (Health and Social Care)

There was submitted a report by the Chief Executive relative to the review of the Integration Scheme for Health and Adult Social Care (the Scheme). The draft revised Scheme was appended to the report. The report intimated that in 2015 the introduction of the Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) required Health Boards and Councils (partner organisations) to integrate planning for and delivery of certain adult health and social care services to Integration Joint Boards. Under this legislation the partner organisations were required to prepare jointly a formal Scheme setting out how this joint working was to be achieved. Renfrewshire's Scheme was approved in June 2015. The report referred to the requirement in the Act that a review of the Scheme was to be undertaken every five years, in line with which Renfrewshire's Scheme must be approved by Scottish Ministers by 26 June 2020. The report intimated that minimal changes had been made to the original Scheme and noted that subject to Council approval of the consultation draft Scheme, and in line with the prescribed statutory process, Council and NHS GGC would jointly carry out a consultation on the Scheme over the three-week period from 24 February to 13 March 2020.

It was proposed that the Chief Executive provide clarification and guidance to the Health & Social Care Partnership in relation to elected members' rights in advocating for and representing their constituents. This was agreed.

DECIDED:

- (a) That the consultation draft of the Integration Scheme as appended to the report be approved;
- (b) That it be noted that a final Integration Scheme would be brought to the Council and Health Board, taking account of consultation feedback, for approval in advance of it being submitted to Scottish Ministers; and

- (c) That the Chief Executive provide clarification and guidance to the Health & Social Care Partnership in relation to elected members' rights in advocating for and representing their constituents.

14 Joint Inspection of Adult Support and Protection in the Renfrewshire Partnership Area

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to formal notification by the Care Inspectorate, Her Majesty's Inspectorate of Constabulary in Scotland and Healthcare Improvement Scotland that they will undertake a joint inspection of adult support and protection arrangements in Renfrewshire partnership area to commence on 16 March 2020. The Inspection Report would likely be published prior to the summer recess. The report intimated that the inspection was part of a planned national programme of inspection and followed on from an initial pilot of a new approach to adult support and protection inspections piloted previously with six other local authorities. All local authority areas would be subject to an inspection on these arrangements over the next two-year period. The report outlined the preparation underway and the key dates for the joint inspection.

DECIDED:

- (a) That the information relating to the forthcoming Joint Inspection of adult support and protection in Renfrewshire be noted;
- (b) That it be noted that a core steering group was now in place which would oversee the preparation for the inspection; and
- (c) That it be agreed that the Inspection Report and Improvement Plan be submitted to a future meeting of the Leadership Board.

Declarations of Interest

Councillors Hughes and McCartin, having previously declared an interest in the following items, remained in the meeting.

15 Renfrewshire Leisure Limited Annual Report

There was submitted a report by the Chief Executive relative to Renfrewshire Leisure Limited's recently-published annual review of 2018/19, as appended to the report, which highlighted the contribution that the organisation made to the achievement of the Council Plan, Community Plan and National Outcome priorities. The annual review also outlined Renfrewshire Leisure's main achievements, business performance and summary financial statements and formed part of the Council's performance monitoring arrangements of Renfrewshire Leisure. It was noted that Renfrewshire Leisure was currently preparing its annual business plan, which would be submitted to the meeting of the Board to be held on 29 April 2020. The business plan would outline how the organisation would continue to respond to the financial pressures facing it and maximise all opportunities for development and improvement going forward, including those relating to broader health and wellbeing and cultural regeneration.

The report also noted that Renfrewshire Leisure was seeking to fill a number of vacancies on its Board and that a further update would be provided when this exercise was complete.

It was proposed that members be provided with clarification of Renfrewshire Leisure and the Council's roles in terms of cleaning of community buildings. This was agreed.

DECIDED:

- (a) That Renfrewshire Leisure's annual review of 2018/19 be noted;
- (b) That the update on the development of Renfrewshire Leisure's annual Business Plan for 2020/21 be noted; and
- (c) That members be provided with clarification of Renfrewshire Leisure and the Council's roles in terms of cleaning of community buildings.

16 Paisley Museum Project: Award of Grant Funding

Under reference to item 13 of the Minute of the meeting of the Board held on 19 June 2019, there was submitted a report by the Chief Executive relative to the successful outcome of the Round 2 grant application to the National Lottery Heritage Fund (NLHF). The report intimated that the redevelopment of Paisley Museum and Art Gallery was the signature project of the Paisley Heritage Asset Strategy as approved by the Council in January 2014. At its meeting held on 19 June 2019, the Board had approved the submission of a Round 2 grant application to the NLHF for £3.83 million towards a total grant award of £4.9 million as part of the £42 million redevelopment scheme. The report intimated that at their meeting on 30 November 2019 NLHF Scotland considered and approved the Round 2 funding application of £3.83 million.

DECIDED: That the Chief Executive be authorised to accept the NLHF Round 2 grant award of £3.83 million and coordinate the delivery of the project accordingly.

