

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 28 March 2018	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 Alison Jean Dowling, Councillor Jim Harte, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor J Shaw, Convener, presided.

In Attendance

S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; A Morrison, Acting Director of Development & Housing Services; L McIntyre, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager and B Lambert, Strategic Procurement Manager (all Chief Executive's); D Gillies, Head of Facilities Management and K Carr, Senior Facilities Manager – Soft Services (both Environment & Communities); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, P Murray, Head of ICT, A Black, Managing Solicitor – Data Protection Officer, R Cree, OD and Workforce Planning Manager, S Fanning, Principal OD & HR Adviser and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

Declarations of Interest

Councillor Audrey Doig declared a financial interest in items 19f,19r,19s,19t and 20 of the agenda as she was an employee of Renfrewshire Leisure Limited and intimated that it was her intention to leave the meeting and not take part in any discussion or voting thereon.

Councillor Steel declared an interest in item 19h of the agenda as he had been appointed by the Council to Renfrewshire Citizens Advice Bureau and intimated that it was his intention to remain in the meeting and take part in the discussion and voting thereon.

1 Joint Consultative Committee (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 31 January 2018 which forms the Appendix hereto.

DECIDED: That the Minute be noted.

2 Revenue Budget Monitoring to 5 January 2018

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Communities and miscellaneous expenditure for the period 1 April 2017 to 5 January 2018.

DECIDED: That the report be noted.

3 Revenue Budget Monitoring - Council Overview to 5 January 2018

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period 1 April 2017 to 5 January 2018.

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 capital expenditure on corporate issues for the period 1 April 2017 to 5 January 2018.

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 for the period 1 April 2017 to 5 January 2018.

DECIDED: That the report be noted.

6 Customer & Business Services Performance Report

There was submitted an update report by the Director of Finance & Resources relative to performance across key Customer & Business Service functions between 1 April 2017 and 28 February 2018.

The report included performance information about revenue collection, benefit administration, Discretionary Housing Payments (DHP) and the Scottish Welfare Fund. Appendices to the report set out the Revenues Collection Statement and Supplementary Key Performance Indicators for the period.

DECIDED: That the report be noted.

7 Sundry Trusts Winding-up and Dissolution

There was submitted a report by the Director of Finance & Resources relative to winding-up and dissolving three charities by passing the following resolution:

“The Renfrewshire Council as the present trustees for the following funds registered with the Office of the Scottish Charity Regulator do hereby determine and resolve for the purposes of Section 16(2)(c) of the Charities and Trustees Investment (Scotland) Act 2005 that the funds be wound up and dissolved –

Paisley Burgh Citizens Fund (SCO42037)
Renfrew Burgh Citizens Fund (SCO42035); and
Renfrewshire Council Citizens Fund (SCO42036)”

The funds held by the three charities were exhausted and it was further proposed that the Director of Finance & Resources be authorised to take all necessary action to finish the winding-up and dissolution process. The Office of the Scottish Charity Regulator had given consent to wind-up and dissolve these three charities.

DECIDED:

(a) That the following resolution be approved:

“The Renfrewshire Council as the present trustees for the following funds registered with the Office of the Scottish Charity Regulator do hereby determine and resolve for the purposes of Section 16(2)(c) of the Charities and Trustees Investment (Scotland) Act 2005 that the funds be wound up and dissolved –

Paisley Burgh Citizens Fund (SCO42037)
Renfrew Burgh Citizens Fund (SCO42035); and
Renfrewshire Council Citizens Fund (SCO42036)” and

(b) That the Director of Finance & Resources be authorised to take all necessary action to complete the winding-up and dissolution process.

8 Voluntary Trading Operations Review

There was submitted a report by the Director of Finance & Resources relative to the review of trading operations for Building Services, Road Services, Catering and Vehicle Maintenance.

The report advised that in 2003, based on guidance from the Chartered Institute of Public Finance & Accountancy (CIPFA) and the Local Authority (Scotland) Accounts Advisory Committee (LASAAC), the Council had classified four services as significant trading operations: Building Services, Roads Services, Catering and Vehicle Maintenance and had maintained separate accounts for these services as required under the Local Government in Scotland Act 2003. Following reviews of the classification of trading operations in 2008 and 2014 these four services had been re-classified as voluntary trading operations to reflect the changing environment in which they operated.

The classification of voluntary trading operations had now been reviewed, as per CIPFA/LASAAC guidance, and having considered the evolving approach to delivering best value, Council restructuring, and service changes, it was proposed that the Council no longer operate these four voluntary trading operations.

DECIDED:

- (a) That the review be approved;
- (b) That it be agreed that the current voluntary trading operations of Building Services, Road Services, Catering and Vehicle Maintenance be no longer classified as voluntary trading operations; and
- (c) That it be noted that the Director of Environment & Communities would develop and establish revised reporting, performance management and quality monitoring arrangements for these services.

9 Chief Executive's Service Improvement Plan 2018/21

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan 2018/21 (the Plan), a copy of which was appended to the report.

The report advised that the Plan had been reviewed and updated to ensure there was sufficient focus by the service on improvement activity and sufficient awareness of the key challenges and opportunities that had emerged for the service over the preceding year.

The Plan now identified a range of actions, specific to each of the five strategic outcomes of the Council Plan, that would be delivered to improve and develop service provision and included scorecards, indicators and associated targets against which performance could be monitored and reported. The first progress update would be submitted to this Board in November 2018.

DECIDED:

- (a) That the Chief Executive's Service Improvement Plan 2018/21, as appended to the report, be approved; and
- (b) That progress to deliver this Service Improvement Plan 2018/21 be reported to this Board in November 2018.

10 Finance & Resources Service Improvement Plan 2018/21

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan 2018/21 (the Plan), a copy of which was appended to the report.

The report advised that the Plan had been reviewed and updated to ensure there was sufficient focus by the service on improvement activity and sufficient awareness of the key challenges and opportunities that had emerged for the service over the preceding year.

The Plan now identified a range of actions, specific to each of the five strategic outcomes of the Council Plan, that would be delivered to improve and develop service provision and included scorecards, indicators and associated targets against which performance could be monitored and reported. The first progress update would be submitted to this Board in November 2018.

DECIDED:

- (a) That the Finance & Resources Service Improvement Plan 2018/21, as appended to the report, be approved; and
- (b) That progress to deliver this Service Improvement Plan 2018/21 be reported to this Board in November 2018.

11 Environment & Communities Service Improvement Plan 2018/21

There was submitted a report by the Director of Environment & Communities relative to the Environment & Communities Service Improvement Plan 2018/21 (the Plan), a copy of which was appended to the report.

The report advised that the Plan had been reviewed and updated to ensure there was sufficient focus by the service on improvement activity and sufficient awareness of the key challenges and opportunities that had emerged for the service over the preceding year.

The Plan now identified a range of actions, specific to each of the five strategic outcomes of the Council Plan, that would be delivered to improve and develop service provision and included scorecards, indicators and associated targets against which performance could be monitored and reported. The first progress update would be submitted to this Board in November 2018.

Councillor Shaw, seconded by Councillor Paterson, moved that the Environment & Communities Service Improvement Plan 2018/21, as appended to the report and as

specific to the areas of activity delegated to this Board, be approved; that, in respect of areas of activity delegated to this Board, progress to deliver the Service Improvement Plan 2018/21 be reported to this Board in November 2018; and that it be noted that the Service Improvement Plan 2018/21 for Environment & Communities had also been submitted to the Infrastructure, Land and Environment Policy Board and the Communities, Housing & Planning Policy Board to approve elements covered within those Board's remits.

Councillor Dowling, seconded by Councillor Sharkey, moved as an amendment that the report include "the gender pay gap" after "Focussed activities will address" at paragraph 4.6 Council Plan Strategic Outcomes 5(ii).

On the roll being called, the following members voted for the amendment: Councillors Brown, Dowling, Harte, Sharkey and Sheridan.

The following members voted for the motion: Councillor Begg, Provost Cameron, Councillors Audrey Doig, K MacLaren, McNaughtan, Nicolson, Paterson, Shaw, Steel and Strang.

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 Environment & Communities Service Improvement Plan 2018/21, as appended to the report and as specific to the areas of activity delegated to this Board, be approved;

(b) That, in respect of areas of activity delegated to this Board, progress to deliver the Service Improvement Plan 2018/21 be reported to this Board in November 2018; and

(c) That it be noted that the Service Improvement Plan 2018/21 for Environment & Communities had also been submitted to the Infrastructure, Land and Environment Policy Board and the Communities, Housing & Planning Policy Board to approve elements covered within those Board's remits.

12 Better Council Change Programme Update

There was submitted an update report by the Director of Finance & Resources relative to progress to deliver the Better Council Change Programme and its associated projects; Customer Experience Digital Projects; Business World Enterprise Resource Planning (ERP); Energy Efficiency; and Workforce Planning and Development.

The report set out savings associated with the delivery of projects and additional implementation costs of £0.8 million estimated to be required in respect of ERP.

DECIDED:

(a) That the report be noted; and

(b) That it be agreed that an estimated financial provision of £0.8 million be drawn from existing revenue resources transferred to the Investment Programme Capital

Fund in closing the 2017/18 financial year to address the additional costs associated with the Business World implementation from projected in-year underspends.

RECORDING OF DISSENT

Councillor Sharkey requested that his dissent be recorded, relative to the above item.

13 Data Protection Policy

There was submitted a report by the Director of Finance & Resources relative to a review of the Data Protection Policy that outlined roles and responsibilities for data protection compliance. The revised policy reflected the changes to data protection law made by the EU General Data Protection Regulation that would come into effect on 25 May 2018. A copy of the revised policy was appended to the report.

DECIDED: That the revised Data Protection Policy, as appended to the report, be approved for implementation on 25 May 2018 and thereafter reviewed every two years.

14 Revised Corporate Health & Safety Policy 2018

There was submitted a report by the Director of Finance & Resources relative to the revision of the Corporate Health & Safety Policy to reflect legislative changes, best practice and the requirements of the Health & Safety at Work etc Act 1974. A copy of the revised policy was appended to the report.

DECIDED: That the Corporate Health & Safety Policy 2018, as appended to the report, be approved.

15 Carers Leave and Flexible Retirement HR Policies

There was submitted a report by the Director of Finance & Resources relative to Carers Leave and Flexible Retirement policies, copies of which were appended to the report as Appendix 1 and Appendix 2 respectively.

The Carers Leave Policy demonstrated the Council's commitment to supporting employees who have primary caring responsibilities with paid time off work to provide caring support to an ill, frail or disabled relative or partner, subject to meeting specific criteria. Full details of the policy were set out in Appendix 1.

The Flexible Retirement Policy would enable an active member of the Local Government Pension Scheme (LGPS), who was 55 years or over, had met the 2-year vesting period and who had agreed to a reduction in working hours or grade with the Council's consent, to elect to receive immediate payment of all or part of the retirement pension to which they were entitled. Full details of the policy were set out in Appendix 2.

DECIDED: That the Carers Leave Policy and Flexible Retirement Policy be approved.

16 Renfrewshire Licensing Forum - Review of Membership

There was submitted a report by the Director of Finance & Resources relative to a review of the membership of Renfrewshire Licensing Forum (the Forum) given that a number of meetings had failed to attract a sufficient quorum of members. The report explained the establishment and function of the Forum, the criteria for membership and its current composition of 18 members.

The Licensing (Scotland) Act 2005 required that the Forum meet no less than four times each year and hold one joint meeting with the Licensing Board. In 2017 the joint meeting with the Licensing Board could not take place as a quorum was not achieved and the Forum was only able to meet once. In each of the years 2015 and 2016 there were only three meetings.

In order that due recognition be given to the interests of all groups represented on the Forum, it was proposed that the membership be reduced from 18 to 12, with a quorum of six, reflecting regular participation, comprising 1 x Licensing Standards Officer; 1 x Police Scotland; 1 x young person; 3 x Licensing trade; 2 x Health Board (including ADP); 1 x Children's Services; and 3 x local residents.

DECIDED: That it be agreed that membership of the Renfrewshire Licensing Forum be reduced from 18 to 12 members.

17 Civic Hospitality

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

The report proposed the type and cost of civic hospitality to be provided in respect of each event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements to provide civic hospitality.

DECIDED:

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

Scottish Association of Magical Societies - £1,000

Gladsaxe Skovbynet School Visit - £1,200

Renfrewshire Visual Impairment Forum - £1,500; and

Macmillan Cancer Winter Ball - £650.

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

There was submitted an update report by the Director of Environment & Communities relative to performance of services delivered by Facilities Management (Hard & Soft Services) during the period 1 April 2017 to 5 January 2018.

DECIDED: That the report be noted.

19 Contract Authorisation Reports

As noted below:

19a Online School Payment and Cashless Catering

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for online school payment and cashless catering (RC/RC/252/17).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures four tenders were received and following evaluation the tender from ParentPay Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for Online School Payment and Cashless Catering to ParentPay Limited for an initial contract period of four years, commencing 26 April 2018 to 25 April 2022, at a contract value of £499,302 excluding VAT and with sole discretion by the Council to extend on two separate occasions for up to 12 months at a cost of £82,441 excluding VAT per 12 month extension period; the total contract value for six years being £664,184 excluding VAT.

19b Framework Agreement for Cash Collection Service

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a single supplier framework agreement for cash collection in 8 Lots. Lots 1, 2, 4, 6, 7 and 8 were for Renfrewshire Council and Lots 3 and 5 were for Renfrewshire Leisure Limited (RC/FA/144/18).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures three tenders were received and following evaluation the tender from G4S Cash Solution (UK) Limited was found to be the most economically advantageous.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award the single supplier framework agreement for cash collection services to G4S Cash Solution (UK) Limited, for two years and with sole option of the Council to extend on two separate occasions for up to 12 months each time;

(ii) That it be noted that the framework agreement consisted of 8 Lots of which Lots 1, 2, 4, 6, 7 and 8 were for Renfrewshire Council and Lots 3 and 5 were for Renfrewshire Leisure Limited and that individual call off contracts would be issued by the respective contracting body under the relevant Lot; and

(iii) That the total ceiling value of all call off contracts made under the framework agreement for the four-year period would not exceed £486,192 excluding VAT.

19c Lift Modernisation Renfrewshire House

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the modernisation of lifts at Renfrewshire House (RC-CPU-17-091).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures six tenders were received and following evaluation the tender from Consult Lift Services Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a works contract for lift modernisation at Renfrewshire House to Consult Lift Services Limited at a contract sum of £311,720 excluding VAT, for a total contract period of 40 weeks, commencing 12 weeks from the date of the letter of acceptance and completing 28 weeks from commencement; and

(ii) to use the potential Risk Allowance (where required) of £31,172 excluding VAT.

19d West Primary School - External Works

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract to undertake external works at West Primary School, Paisley (RC-OC-17-003).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures five tenders were received and following evaluation the tender from Clark Contracts Limited was found to be the most economically advantageous.

DECIDED:

(i) That the Head of Corporate Governance be authorised:

(1) to award a contract to undertake external works at West Primary School, Paisley to Clark Contracts Limited at a contract sum of £2,570,704.01 excluding VAT for a contract period of 38 weeks commencing 18 June 2018 with completion on 11 March 2019 or as confirmed in the letter of acceptance; and

(2) to use the potential Risk Allowance (where required) of an additional £257,070 excluding VAT; and

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

19e Inchinnan Primary School - Electrical Upgrade & Rewire

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the electrical upgrade and re-wire at Inchinnan Primary School (RC-OC-17-002).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures five tenders were received and following evaluation the tender from Clark Contracts Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a works contract for electrical upgrade and re-wire at Inchinnan Primary School to Clark Contracts Limited, at a contract sum of £292,213.76 excluding VAT, for a total contract period of six weeks, commencing 28 June 2018 and completing by 9 August 2018 or as confirmed in the letter of acceptance; and

(ii) to use the potential Risk Allowance (where required) of £29,214 excluding VAT.

DECLARATION OF INTEREST

Councillor Audrey Doig, having declared an interest in the following item, left the meeting and took no part in the discussion or voting thereon.

19f Ferguslie Sports Centre - 3G Pitch Replacement

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract to replace the 3G pitch at Ferguslie Sports Centre (RC-OC-17-003).

At the conclusion of a procurement exercise conducted via a mini competition under the Scotland Excel Outdoor Play Equipment and Artificial Surfaces (02-15) Framework Agreement, the most advantageous quote was that submitted by Allsports Construction and Maintenance Limited.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a contract for Ferguslie Sports Centre 3G Pitch Replacements to Allsports Construction and Maintenance Limited, at a contract sum of £178,770.88 excluding VAT, for a total contract period of six weeks, commencing 27 April 2018 and completing by 8 June 2018 or as confirmed in the letter of acceptance; and

(ii) to use the potential Risk Allowance (where required) of £17,877.09 excluding VAT.

SEDERUNT

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

19g Geographic Information System

There was submitted a report by the Chief Executive relative to the award of a contract for the support and deliver of the Geographic Information System (GIS) to the sole UK distributor Environmental Services Research Institute (UK) Limited (ESRI (UK) Ltd).

A negotiated procurement exercise had been conducted in accordance with relevant regulations.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the provision of software licences and permission to use Environmental Services Research Institute Incorporated licensed copyrighted Geographical Information System (GIS) to ESRI (UK) Ltd, the sole UK licensed distributor, for a period of 3 years at a contract value of no more than £255,000 excluding VAT.

DECLARATION OF INTEREST

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

19h External Advice Services

There was submitted a report by the Chief Executive relative to the award of a contract for external advice services in two Lots; Lot 1 – general advice and advice Renfrewshire Website/Phoneline, and Lot 2 – community-based legal advice (RC/CPU/17/098).

At the conclusion of a procurement exercise conducted in accordance with relevant regulations, two tenders were received, however one was subsequently withdrawn, and following evaluation the remaining tender was found to meet minimum requirements.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for external advice services, Lot 1 – general advice and advice Renfrewshire Website/Phoneline and Lot 2 – community-based legal advice to Renfrewshire Citizens Advice Bureau for a period of 3 years at a contract value of £726,000 for Lot 1 and £285,000 for Lot 2, a total contract value of £1,011.00 excluding VAT.

RECORDING OF DISSENT

Councillor Dowling, being the mover of an amendment relative to the above item which failed to find a seconder, requested that her dissent be recorded in terms of Standing Order 24.

19i Design & Supply of Kitchens and Provision of Associated Spares

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract for the design and supply of kitchens and provision of associated spares (RC/RC/249/17).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures two tenders were evaluated and the tender from Moores Furniture Group Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a contract for the design and supply of kitchens and provision of associated spares to Moores Furniture Limited, at a contract sum of £864,000 excluding VAT, for a period of 3 years, commencing 24 April 2018 or as confirmed in the letter of acceptance.

19j Treatment & Disposal of Mechanical Street Sweepings Waste

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract for the treatment of mechanical street sweepings waste under the terms of the Scotland Excel Framework for the Treatment of Recyclable and Residual Waste; Lot 3, Model B – Treatment of Mechanical Street Sweepings to William Tracey Limited as this demonstrated best value.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a contract for the treatment of mechanical street sweepings under Lot 3, Model B of the Scotland Excel Framework Agreement for the Treatment of Recyclable and Residual Waste to William Tracey Limited for the period 1 June 2018 to 31 May 2020 at a contract value of £300,000; and

(ii) to reserve the sole option by the Council to extend the contract on two separate occasions from 1 June 2020 to 31 May 2021 at an additional contract value of £150,000 and from 1 June 2021 to 31 May 2022 at an additional contract value of £125,000 excluding VAT should the option to extend be utilised.

19k Watercourse Maintenance

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a measured term contract for the provision of watercourse maintenance.

At the conclusion of a procurement exercise conducted in accordance with relevant regulation, seven tenders were received and the tender from W I & A Gilbert Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a measured term contract for the provision of watercourse maintenance to W I & A Gilbert Limited for the period 1 May 2018 to 30 April 2020 at a contract value of £200,000 excluding VAT; and

(ii) to reserve the sole option by the Council to extend this measured term contract on an annual basis until 30 April 2022 at an additional contract cost of £100,000 excluding VAT per annum should the option to extend be utilised.

19l Measured Term Contract for Scaffolding and Associated Works

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a measured term contract for scaffolding and associated works (RC/OC/361/18).

At the conclusion of a procurement exercise conducted in accordance with relevant regulation, eight tenders were received and the tender from Scaffold Contracts Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award a measured term contract for scaffolding and associated works to Scaffold Contracts Limited at a maximum cost of £975,000 excluding VAT for a three-year period commencing 12 April 2018 to 11 April 2021 or as confirmed in the letter of acceptance.

19m Treatment & Disposal of Industrial Active Waste from the Council Household Waste Recycling Centres (HWRC), Mixed Recycling from Special Uplifts & Material from DIY Type Construction Operations

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract, under Lot 2, Model A of the Scotland Excel Framework Agreement for the Treatment of Recyclables and Residual Waste to William Tracey Limited for the treatment and disposal of industrial active waste from the Council household waste recycling centres, mixed recycling from special uplifts and material from DIY-type construction operations, as this demonstrated best value.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a contract for the treatment and disposal of industrial active waste from the Council household waste recycling centres, mixed recycling from special uplifts and material from DIY-type construction operations to William Tracey Limited for the period 1 April 2018 to 31 March 2020 at a contract value of £3,330,000 excluding VAT; and

(ii) to reserve the sole option by the Council to extend the contract on two separate occasions from 1 April 2020 to 31 March 2021 at an additional contract value of £1,665,000 excluding VAT and from 1 April 2021 to 31 May 2022 at an additional contract value of £1,665,000 excluding VAT should the option to extend be utilised.

19n Treatment & Disposal of Residual Waste - Contract 1

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract, under the Scotland Excel Framework Agreement for the Treatment of Recyclables and Residual Waste: Lot 1, Model A – Treatment & Disposal of Residual Waste (approx. 36,000 tonnes) to William Tracey Limited for the treatment and disposal of residual waste (Contract 1).

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a contract for the treatment and disposal of residual waste – Contract 1 to William Tracey Limited under the Scotland Excel Framework Agreement for the Treatment of Recyclables and Residual Waste: Lot 1, Model A – Treatment & Disposal of Residual Waste (approx. 36,000 tonnes) for the period 5 July 2018 to 4 July 2019 at a contract value of £3,900,000 excluding VAT; and

(ii) to reserve the sole option by the Council to extend the contract on and month-by-month basis up to 4 July 2020 at an additional contract value of no more than £321,000 per month, excluding VAT, should the option to extend be utilised.

19o Treatment & Disposal of Residual Waste from all Council Services - Contract 2

There was submitted a joint report by the Chief Executive and the Director of Environment & Communities relative to the award of a contract, under the Scotland Excel Framework Agreement for the Treatment of Recyclables and Residual Waste: Lot 1, Model A – Treatment & Disposal of Residual Waste (approx. 3,500 tonnes) to William Tracey Limited for the treatment and disposal of residual waste from all Council services (Contract 2).

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award a contract for the treatment and disposal of residual waste from all Council services – Contract 2 to William Tracey Limited under the Scotland Excel Framework Agreement for the Treatment of Recyclables and Residual Waste: Lot 1, Model A – Treatment & Disposal of Residual Waste (approx. 3,500 tonnes) for the period 5 July 2018 to 4 July 2020 at a contract value of £750,000 excluding VAT; and

(ii) with the option by the Council to extend the contract from 5 July 2020 to 4 July 2021 at a contract value of £375,000 excluding VAT and from 5 July 2021 to 31 March 2022 at a contract value of £250,000 excluding VAT should the option to extend be utilised.

19p Provision of a Technology Enabled Care Alarm Receiving Service

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of a technology enabled alarm receiving service (RC-OC-257-17).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures two tenders were received and the tender from Bield Housing and Care was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised:

(i) to award the contract for the provision of a technology enabled care alarm receiving service to Bield Housing and Care, subject to prior disclosure of relevant insurance information requested under the tender procedure, for 3 years from 2 August 2018 to 1 August 2021 at annual contract value of £136,281 excluding VAT; and

(ii) with the sole option by the Council to extend the contract for an additional year on up to two occasions until no later than 1 August 2023 at a total contract value of £681,408 excluding VAT, should both options to extend be utilised.

19q Johnstone Castle New Build Housing

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of a contract for Johnstone Castle new build housing (RC/OC/448/17).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures five tenders were received and the tender from ENGIE Regeneration Limited was found to be the most economically advantageous.

DECIDED:

(i) That the Head of Corporate Governance be authorised to award a contract for Johnstone Castle new build housing to ENGIE Regeneration Limited at a contract value of £12,971,136.60 excluding VAT, subject to an offer of Scottish Government Affordable Housing Grant funding, and to use a potential Risk Allowance (if required) of an additional £1,297,113 excluding VAT;

(ii) That it be noted that the works would be undertaken on a sectional basis and the total contract period would be 112 weeks with the date of possession for the first two sections confirmed in the letter of acceptance;

(iii) That it be noted that the date of possession for the remaining three sections was scheduled for January 2019 with completion by March 2020 or as confirmed in the letter of acceptance; and

(iii) That it be noted that the provision of collateral warranties by ENGIE Regeneration Limited and the novation of the design team contract to ENGIE Regeneration Limited would be sought following the award of the contract.

DECLARATION OF INTEREST

Councillor Audrey Doig, having declared an interest in the following four items, left the meeting and took no part in the discussion or voting thereon.

19r Paisley Museum Reimagined Project - Multi Disciplinary Design Team

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of a contract for the Paisley Museum Re-imagined Project - Multi-Disciplinary Design Team (RC-OC-17-073).

At the conclusion of a procurement exercise conducted in accordance with both Council and EU procedures seven tenders were received and the tender from Amanda Levet Architects Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for an architect-led multi-disciplinary design team for Paisley Museum Re-imagined Project to Amanda Levet Architects Limited at a contract value of £2,598,349.00 excluding VAT, for an anticipated contract period of 263 weeks (though this may be extended in line with any extension to the build period) commencing 8 May 2018 with completion by 26 May 2023, or as per the start and completion dates confirmed in the letter of acceptance.

19s Paisley Museum Reimagined Project - Project Management

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of a contract for the Paisley Museum Re-imagined Project – Project Management (RC-OC-17-063).

At the conclusion of a mini-competition conducted under the Scotland Excel Engineering and Technical Consultancy Services Framework Agreement, Lot 7 – Project Management, four supplier quote submissions were received and the quote submitted by Currie & Brown UK Limited was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for Paisley Museum Re-imagined Project – Project Management to Currie & Brown UK Limited at a contract value of £193,856.80 for an anticipated contract period of 265 weeks (though this may be extended in line with any extension to the build period) commencing 30 April 2018 with completion by 26 May 2023, or as per the start and completion dates confirmed in the letter of acceptance.

19t Paisley Museum Reimagined Project - Quantity Surveyor

There was submitted a joint report by the Chief Executive and the Acting Director of Development & Housing Services relative to the award of a contract for the Paisley Museum Re-imagined Project – Quantity Surveyor (RC-CPU-17-074).

At the conclusion of a procurement exercise conducted in accordance with the Council's procedures and the Restricted Procedure of the Public Contracts (Scotland) Regulations 2015, five tenders were received and the tender submitted by Gardiner & Theobald LLP was found to be the most economically advantageous.

DECIDED: That the Head of Corporate Governance be authorised to award the contract for Paisley Museum Re-imagined Project – Quantity Surveyor to Gardiner &

Theobald LLP at a contract value of £258,000 excluding VAT for an anticipated contract period of 265 weeks (though this could be extended in line with any extension to the build period) commencing 30 April 2018 with completion by 26 May 2023, or as per the start and completion dates confirmed in the letter of acceptance.

20 Paisley Learning & Cultural Hub

There was submitted a report by the Acting Director of Development and Housing Services relative to the relocation of Paisley Library and the creation of Paisley Learning and Cultural Hub as a modern accessible community resource located in Paisley High Street.

The report explained that a feasibility study had provided more detailed costs together with a number of complexities to be addressed including, asbestos treatment and/or removal; demolition; façade retention and a new structural build at a current, estimated total project cost of £7 million, being existing Council capital investment of £5.5 million and £1.5 million awarded by the Scottish Government Regeneration Capital Grant Fund.

To progress this project, the Corporate Procurement Team had prepared a contract strategy that considered potential routes to market and had recommended that Hub West Scotland be appointed as the preferred delivery partner. This strategy would secure a suitable delivery vehicle with a qualified and experienced contractor and design team that could meet the timescales required to secure the £1.5 million awarded by the Scottish Government Regeneration Capital Grant Fund.

Councillor Shaw, seconded by Councillor Nicolson, moved that Hub West Scotland be approved as the preferred procurement route to progress the Paisley Learning and Cultural Hub project; and that the issue of a New Project Request to Hub West Scotland for the project as detailed within the report be approved.

Councillor Harte, seconded by Councillor Sheridan, moved as an amendment that the Board agree that this contract should be delivered in house.

On the roll being called, the following members voted for the amendment: Councillors Brown, Dowling, Harte, Sharkey and Sheridan.

The following members voted for the motion: Councillor Begg, Provost Cameron, Councillors K MacLaren, McNaughton, Nicolson, Paterson, Shaw, Steel and Strang.

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

DECIDED:

(a) That Hub West Scotland be approved as the preferred procurement route to progress the Paisley Learning and Cultural Hub project; and

(b) That the issue of a New Project Request to Hub West Scotland for the project as detailed within the report be approved.

SEDERUNT

Councillor Audrey Doig returned to the meeting prior to consideration of the undernoted items.

EXCLUSION OF PRESS AND PUBLIC

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

21 Building Services Trading Budget Monitoring Report

22 Catering Trading Budget Monitoring Report