

## Notice of Meeting and Agenda Council

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

KENNETH GRAHAM  
Head of Corporate Governance

### Membership

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

Provost Anne Hall (Convener): Councillor John Caldwell (Depute Convener):

### Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at [www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx](http://www.renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx)

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

### Additional Item

### Emergency Motion

## **Webcasting of Meeting**

This meeting will be filmed for live or subsequent broadcast via the Council's internet site – at the start of the meeting the Provost will confirm if all or part of the meeting is being filmed.

The Council is a Data Controller under the Data Protection Act 1998. Personal data collected during this webcast will be handled in accordance with the relevant legislation and the Council's Data Protection Policy.

Generally the public seating areas will not be filmed. However, by entering the Council Chamber and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting or training purposes.

If you have any queries regarding this, please contact Committee Services on 0141 618 7112

To find the webcast please navigate to

<http://renfrewshire.cmis.uk.com/renfrewshire/meetings.aspx> and select the meeting from the calendar.

## **Members of the Press and Public**

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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

Council, 15 December 2016, pages 352-373  
Regulatory Functions Board, 18 January 2017, pages 374-381  
Appointment Board, 19 January 2017, pages 382-383  
Education and Children Policy Board, 19 January 2017, pages 384-389  
Housing and Community Safety Policy Board, 24 January 2017, pages 390-397  
Planning and Property Policy Board, 24 January 2017, pages 398-407  
Environment Policy Board, 25 January 2017, pages 408-411  
Finance and Resources Policy Board, 25 January 2017, pages 412-445  
Economy and Jobs Policy Board, 1 February 2017, pages 446-451  
Regulatory Functions Board, 2 February 2017, pages 452-457  
Appointment Board, 3 February 2017, pages 458-459  
Renfrew and Gallowhill Local Area Committee, 7 February 2017, pages 460-463  
Paisley North Local Area Committee, 9 February 2017, pages 464-469  
Audit, Scrutiny and Petitions Board, 13 February 2017, pages 470-473  
Local Review Body, 14 February 2017, pages 474-478  
Paisley South Local Area Committee, 14 February 2017 (to follow)  
Leadership Board, 15 February 2017(to follow)  
Regulatory Functions Board, 16 February 2017 (to follow)  
Council, 16 February 2017 (to follow)  
Johnstone and the Villages Local Area Committee, 16 February 2017 (to follow)

## 2 Auditing Best Value 7 - 12

Report by Chief Executive

## 3 Community Empowerment (Scotland) Act 2015 - Asset 13 - 20

### Transfer Requests

Report by Director of Finance and Resources

## 4 Timetable of Meetings - May to December 2017 21 - 26

Report by Director of Finance and Resources

## 5 Funding Support for Kilbarchan Amateur Athletics Club 27 - 30

### Training Facility

Report by Chief Executive

## **6 Appointments to Boards**

31 - 32

Report by Director of Finance and Resources

## **7 Notice of Motion 1**

Notice of Motion by Councillors McCartin and M Macmillan in the following terms:

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

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

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

## **8 Notice of Motion 2**

Notice of Motion by Councillors Henry and M Sharkey in the following terms:

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

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

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

## **9 Notice of Motion 3**

Notice of Motion by Councillors McCartin and Mack in the following terms:

"Changing Places toilets

"It is now accepted and expected that everyone has a right to live in the community, to move around within it and access all its

facilities. Government policy promotes the idea of "community participation" and "active citizenship", but for some people with disabilities the lack of a fully accessible toilet is denying them this right.

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

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

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

#### **10 Notice of Motion 4**

Notice of Motion by Councillors K MacLaren and M MacLaren in the following terms:

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

#### **11 Notice of Motion 5**

Notice of Motion by Councillors Mylet and Paterson in the following terms:

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

#### **12 Notice of Motion 6**

Notice of Motion by Councillors K MacLaren and M MacLaren in the following terms:

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

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

Notice of Motion by Councillors Perrie and McEwan in the following terms:

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

### **14 Notice of Motion 8**

Notice of Motion by Councillors K MacLaren and M MacLaren in the following terms:

"SNP Government and Pupil Equity Fund

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

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




---

**To:** Council

**On:** 23 February 2017

---

**Report by:** Chief Executive

---

**Heading:** Auditing Best Value

---

## **1. Summary**

- 1.1 Renfrewshire Council's last Best Value Audit took place in 2005 with a very positive report on performance being submitted to the Accounts Commission in June 2006. Renfrewshire Council has not been subject to a formal best value audit since 2005, as it has been regularly assessed as having strong performance and a well embedded approach to self-evaluation and continuous improvement
- 1.2 In the intervening period there have been a number of changes to the methodology and frameworks used as part of the best value audit process. A new approach to best value is now being implemented by the Accounts Commission, with an allocated audit team assessing the Council against the following four dimensions:- financial sustainability, financial management, governance and transparency and value for money. The changes to the methodology and the implications for Renfrewshire Council were reported to the Leadership Board on 14 September 2016.
- 1.3 The new best value methodology is a continuous process of engagement and audit activity which aims to provide greater reassurance to the public that Councils are delivering best value, rather than focusing on those Councils alone where specific issues of performance have been identified.
- 1.4 A key element of the new approach is that the local audit team appointed to the Council as external auditors, is the same team that undertakes the best value audit activity. Previously the best value audit work was undertaken by a separate team within Audit Scotland. The Council's newly appointed local

audit team from Audit Scotland commenced their work programme in November 2016.

- 1.5 The new best value methodology operates on the same 5 year cycle as the financial audit appointments, with a Best Value Assurance Report published for each Council at some point within the 5 year period. Renfrewshire Council is one of the first six councils for whom a Best Value Assurance Report will be completed in 2017.
- 1.6 Introductory meetings between senior officers and elected members have now commenced, and a programme of fieldwork will be undertaken by Audit Scotland for completion by end of March 2017. It is anticipated that the Best Value Assurance Report for Renfrewshire Council will be reported to the Accounts Commission in June 2017.
- 1.7 Audit Scotland confirmed on 30 January 2017 that the key areas selected for review during the first year of the best value audit programme in Renfrewshire Council relate to the:
- Council's vision
  - The process and results of self-evaluation
  - Financial management
  - Financial and service planning
  - Plans for achieving transformation, including the following
    - City Deals
    - Shared service development
    - Digitalisation of services
    - Difficult decisions and non-protected services
  - Community engagement
  - ALEO governance arrangements
  - Workforce planning, including capacity
  - Overall assessment of outcomes/ performance and the reporting of these – potentially with detailed work in selected areas
- 1.8 It is anticipated that as part of the fieldwork, the team from Audit Scotland will wish to meet with elected members to discuss the audit areas identified. Further detail on these sessions will be confirmed as soon as this information becomes available.

---

## **2. Recommendations**

- 2.1 It is recommended that elected members note the contents of this report, including the potential for members to be invited to meet with the Audit Scotland team as part of the best value audit fieldwork programme.

---

## **3. Background**

- 3.1 The Local Government in Scotland Act 2003 and supporting Statutory Ministerial Guidance sets out the statutory duties and characteristics of a Council that is demonstrating Best Value. Audit Scotland undertake regular audit activity to assess the extent to which local authorities are achieving best value, and report their findings to the Accounts Commission.
- 3.2 Renfrewshire Council's last Best Value Audit took place in 2005, with the formal report being published in June 2006. Renfrewshire Council is only one of a handful of local authorities that has not been subject to a formal best value audit since 2005, as it has been regularly assessed as having strong performance and a well embedded approach to self-evaluation and continuous improvement.
- 3.3 The audit and inspection frameworks employed by Audit Scotland to support best value audit activity have evolved over time, with a significant update being introduced from 2009 to support the implementation of a more proportionate and risk based approach to scrutiny following on from the Crerar report. This approach was known as "BV 2" which was based on an annual shared risk assessment process involving all scrutiny bodies that engaged with the Council such as the Scottish Housing Regulator. The aim of the shared risk assessment process has been to identify risks and develop a local Assurance and Improvement Plan.
- 3.4 At the request of the Accounts Commission, Audit Scotland has now undertaken a review of its best value methodology. The new approach to auditing best value is based on a continuous cycle of engagement and audit over a 5 year programme, which will seek to provide greater assurance to citizens on the extent to which **all** local authorities are achieving best value, as well as providing greater opportunities to celebrate best practice. Each Council will be the subject of a Best Value Assurance report during the 5 year cycle.
- 3.5 Audit Scotland has identified 6 councils that it will work with during 2017 to implement the new approach to auditing best value, several of which including Renfrewshire have not been the subject of a best value audit for many years. The six councils are:

1. Clackmannanshire;
2. East Renfrewshire;
3. Orkney;
4. Inverclyde;
5. Renfrewshire; and
6. West Lothian.

3.6 This means that Renfrewshire Council, will be one of the first Councils to receive a Best Value Assurance Report as part of the new methodology. It is anticipated that the report will be published in June 2017.

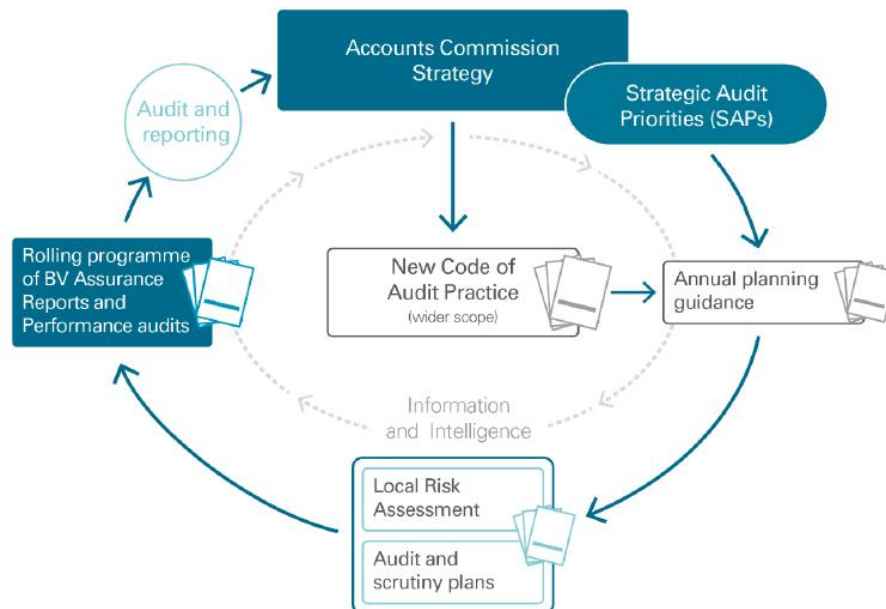
#### 4. Key elements of new auditing approach

4.1 The implementation of the new approach coincides with the 5 year local audit appointments to Councils, with Audit Scotland appointed to fulfil this role for Renfrewshire Council.

4.2 A fundamental element of the new process, is that the local audit team has a dual role, implementing the local audit plan and leading on local best value audit activity. Previously a separate team from Audit Scotland would undertake the best value audit activity within a Council.

4.3 As part of the annual audit, Auditors will now need to assess the following four dimensions: financial sustainability, financial management, governance and transparency and value for money. Conclusions will be drawn from the audit as an indication of the extent to which councils are achieving Best Value.

**Exhibit 1 Audit planning framework**



Source: Audit Scotland, 2016

- 4.4 In addition, the Shared Risk Assessment that occurs annually in November/December will be changed to a continuous assessment process. Auditors will undertake risk assessments and gather intelligence against the Best Value approach over the five year term, and this will feed into the annual audit reports and Best Value assurance reports. Exhibit 1 sets out Audit Scotland's planning framework.

## **5. Update on local Best Value Audit Activity**

- 5.1 The team from Audit Scotland has now commenced their audit role at Renfrewshire Council. As highlighted above, the team have a dual audit role, as appointed external auditors and leading on all best value audit activity.
- 5.2 As this is a 5 year programme of continuous engagement and audit activity, it is anticipated that the local audit team will assess the Council against an agreed set of criteria each year, rather than the full range of BV criteria every year.
- 5.3 Introductory meetings have been held with senior officers and the Leader of the Council, and the team will now commence a programme of fieldwork as part of their programme for the first year of the 5 year cycle.
- 5.4 On 30 January 2017, Audit Scotland confirmed the audit areas which will be assessed as part of this year's Best Value review programme. Audit Scotland are clear that the scope of the work reflects their commitment to taking a proportionate and risk based approach to scrutiny. The areas to be covered within the audit are:
- The Council's vision
  - The process and results of self-evaluation
  - Financial management
  - Financial and service planning
  - Plans for achieving transformation, including the following
    - City Deals
    - Shared service development
    - Digitalisation of services
    - Difficult decisions and non-protected services
  - Community engagement
  - ALEO governance arrangements
  - Workforce planning, including capacity
  - Overall assessment of outcomes/ performance and the reporting of these – potentially with detailed work in selected areas

- 5.5 The local audit team have indicated that they will now undertake fieldwork linked to these areas of audit, with a view to completing this process by the end of March 2017.
- 5.6 It is anticipated that the local audit team will request to meet with elected members as part of their fieldwork programme, and information relating to these sessions will be shared as soon as this is made available to officers.
- 5.7 The Best Value Assurance Report for Renfrewshire Council will subsequently be reported to the Accounts Commission in June 2017.

---

### Implications of the Report

1. **Financial** - *none*
2. **HR & Organisational Development** - *none*
3. **Community Planning** – *none*
4. **Legal** - *none*.
5. **Property/Assets** - *none*
6. **Information Technology** - *none*
7. **Equality & Human Rights** - *none*
  - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** - *none*
9. **Procurement** – *none*
10. **Risk** - Shared Risk Assessment is a proportionate and risk-based approach to assessing best value within local authorities.
11. **Privacy Impact** - *none*

---

### List of Background Papers

- (a) n/a

Author: Laura McIntyre, Strategic Planning & Policy Development Manager, 0141 618 6807



---

**To: Council**

**On: 23 February 2017**

---

**Report by: Director of Finance and Resources**

---

**Heading: Community Empowerment (Scotland) Act 2015 – Asset Transfer Requests.**

---

## **1. Summary**

- 1.1 The Community Empowerment (Scotland) Act 2015 includes provisions enabling community bodies to apply to the Council to take over Council owned land and facilities .This is referred to in the Act as an Asset Transfer Request.
  - 1.2 The Council is required to deal with Asset Transfer requests in a manner set out in the Act and following procedures established in Regulations. The Council's existing governance structure will require to be amended to make provision for dealing with these requests and for appeals against any decision to refuse a request or where there has been a delay in dealing with a request. This report provides information on the procedures for dealing with Asset Transfer Requests and the procedures for reviews and appeals. It also sets out proposals for changes to Board remits and the Scheme of Delegations to Officers to enable decisions on these matters to be dealt with at the most appropriate level.
  - 1.3 The report also sets out further changes required to implement provisions in the 2015 Act dealing with community right to buy and establishing a register of land owned or leased by the Council.
-

## **2. Recommendations**

### **2.1 It is recommended that the Council:-**

- a) notes that the provisions in the Community Empowerment (Scotland) Act 2015 relating to Asset Transfer Requests have now been brought into force;
- b) notes that the procedure for considering such requests including how any reviews and appeals are dealt with are set out in Regulations;
- c) authorises the Director of Finance and Resources or the Head of Property Services to determine Asset Transfer Requests made in terms of Part 5 of the 2015 Act and to make all necessary arrangements to comply with the statutory procedures for dealing with such requests;
- d) approves the creation of a Community Asset Transfer Review Sub-Committee of the Planning and Property Policy Board with the membership and other arrangements for the sub-committee being as set out in paragraph 3.11 of this report;
- e) delegates to the Head of Property Services the responsibility for taking such measures as are necessary to protect the Council's interests should a community body register an interest in any Council property in the register held by the Scottish Government under the Land Reform (Scotland) Act 2003;
- f) delegates to the Head of Property Services the responsibility for establishing, publishing and maintaining the register of land under Section 94 of the 2015 Act;
- g) agrees to amend the remit of the Planning and Property Board to include reference to property issues arising from the 2015 Act; and
- h) authorises the Head of Corporate Governance to make changes to the Council's governance documents necessary to give effect to the proposals contained in this report.

---

## **3. Background**

- ### **3.1**
- The Community Empowerment (Scotland) Act 2015 is intended to provide a framework which will empower community bodies through ownership of land and buildings and strengthen their say in the decisions that matter to them.

- 3.2 The Act contains a series of measures to assist community empowerment, a number of which have implications for the Council. In particular these measures will give communities the power to make requests to the Council on a range of matters such as taking control of land or facilities currently owned or leased by the Council.
- 3.3 Part 5 of the Act enables what are referred to as “community transfer bodies” to apply to the Council to request the transfer of land to them. These are referred to in the Act as Asset Transfer Requests. Part 5 has been brought into force on 23 January 2017 and, in view of this, the Council needs to put in place appropriate procedures for dealing with those requests.
- 3.4 A community transfer body must be a community body with a constitution or be a formally established corporate body. Individuals or groups with no formal constitution may not make Asset Transfer Requests.
- 3.5 Unlike the community right to buy provisions, the community body does not have to wait until the council wishes to sell the property before making their application.
- 3.6 When the Council receives an Asset Transfer Request, the decision on whether or not to agree to the request must be based on the criteria set out in the Act. The criteria includes such matters as whether the transfer would be likely to promote or improve economic development, regeneration, public health, social well-being or environmental well-being, as well as whether it would be likely to reduce inequalities of outcome which result from socio-economic disadvantage.
- 3.7 The Act provides that the Council must agree to the request unless there are reasonable grounds for refusing it. Once it has made its decision, the Council must issue a decision notice setting out whether it has agreed to or refused the request and the reasons for the decision.
- 3.8 Where the Council refuses the request or accepts the request but specifies in the decision notice material terms and conditions which differ to a significant degree from those specified in the request or fails to issue a decision notice, the community transfer body can ask the Council to carry out a review. The legislation requires that any review must be dealt with by the Council, one of its committees or a sub-committee.
- 3.9 In these circumstances, it is recommended that the initial decision on whether or not to accept a property transfer request is delegated to the Director of Finance and Resources or the Head of Property Services. A decision must be made within 6 months of a request being validated.
- 3.10 Where a valid Asset Transfer Request has been received the Council must acknowledge receipt of the application and provide an explanation of the

period within which the Council is to give notice of its decision and provide information on such matters as the right to request a review where the applicant is dissatisfied with the response to the request.

- 3.11 Where the applicant requests a review, the proposal is that the review is considered by a sub-committee of the Planning and Property Policy Board to be called the Community Asset Transfer Review Sub-Committee. It is proposed that the sub-committee will comprise of any five members of the Board provided three are from the administration and two from the opposition members. The sub-committee will be chaired by either the convener or vice-convener of the Board and will meet as and when required to deal with a request for review. The sub-committee may in some circumstances hold a hearing to determine the review.
- 3.12 Should the review refuse the request, agree to the request but make it subject to material terms and conditions which differ to a significant extent from those specified in the request or fail to issue a decision notice within the required timescale, the applicant then has the right to appeal to the Scottish Ministers.
- 3.13 The Act requires that the Council publishes an annual asset transfer report detailing the number of transfer requests received, the number agreed to or refused, the number of reviews and how they were determined. It is proposed that the annual report will be prepared by the Director of Finance and Resources and submitted to the Planning and Property Policy Board.
- 3.14 The procedures for dealing with Asset Transfer Requests, Reviews and Appeals are set out in separate Regulations
- <http://www.legislation.gov.uk/ssi/2016/357/made/data.pdf>
- <http://www.legislation.gov.uk/ssi/2016/358/made/data.pdf>
- <http://www.legislation.gov.uk/ssi/2016/359/contents/made>
- <http://www.legislation.gov.uk/ssi/2016/360/contents/made>
- 3.15 This implementation of procedures for dealing with Asset Transfer Requests will involve changes to the Council's governance arrangements including changes to the remit of the Planning and Property Policy Board, the creation of a sub-committee of that Board to deal with reviews as well as additions being made to the delegated powers of some senior officers. It is proposed that the Head of Corporate Governance is given the authority to make the necessary changes to the Council's governance documents to give effect to the proposals in this report.

#### **4. Community Right To Buy**

- 4.1 The Act extends the existing Community Right to Buy provisions in the Land Reform (Scotland) Act to urban areas so that potentially any areas of land held by the Council could be affected. The Act means that a community body can register an interest with the Scottish Government in any Council owned property. Where such an interest has been registered, the Council must first negotiate with the body that has registered the interest before it could offer the property for sale on the open market or to another purchaser.
- 4.2 The register is maintained by the Scottish Government. However, it is recommended that the Head of Property Services has a specific delegation to take steps to protect the council's interest in land which is subject to an application on the community right to buy register.

## **5. Register of Land**

- 5.1 The 2015 Act imposes a duty on the Council to establish and maintain a register of land it owns or leases. The Council is also required to make arrangements for the register to be open to public inspection and to publish it on the website. It is proposed that responsibility for all of the actions arising from this new duty which came into force on 23 January 2017 is delegated to the Head of Property Services.

## **6. General**

- 6.1 The current Scheme of Delegations makes no reference to the Community Empowerment (Scotland) Act 2015. However, the Terms of Reference of the Leadership Board includes the following paragraph: "To promote strategic oversight of the Council's approach to community empowerment and engagement including the development of community cohesiveness and capacity."
- 6.2 To distinguish between this strategic responsibility of the Leadership Board and the very specific duties imposed by the 2015 Act in relation to land, it is proposed that the remit of the Planning and Property Board makes explicit reference to property issues arising from the Act.
- 6.3 The provisions in the 2015 Act relating to Common Good property and allotments have still to be commenced. When that happens, a further report will be brought to Council to make any additional changes to the Council's governance arrangements arising from those provisions.

---

## **Implications of the Report**

1. **Financial** – There are no direct financial implications arising from this report. However, the Act once in force will give community bodies and individuals rights that may have resource implications for the Council including the right in some circumstances to claim compensation
2. **HR & Organisational Development** - None
3. **Community Planning** –  
**Empowering our Communities** – The report concerns the governance changes that are required to enable the council to fully implement some provisions of the Community Empowerment (Scotland) Act 2015. The purpose of the legislation is to provide a framework to empower local communities mainly through the ownership of land.
4. **Legal** – The report concerns the implementation of new legislation which imposes a number of significant new duties on the Council
5. **Property/Assets** – The Act introduces new procedures to enable community bodies and individuals to gain ownership or take on a lease of council property. It also introduces new obligations to maintain register of land owned or leased by the Council and property held as part of the common good.
6. **Information Technology**- None
7. **Equality & Human Rights**  
  
(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because it relates to the changing of governance structures to implement new legislation. If required, following implementation, the actual impact of the recommendations will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None
9. **Procurement** –None
10. **Risk** –None
11. **Privacy Impact** –None

---

## **List of Background Papers**

---

**Author:** Ken Graham, Head of Corporate Governance ext 7360






---

**To: Council**

**On: 23 February 2017**

---

**Report by: Director of Finance and Resources**

---

**Heading: Timetable of Meetings May to December 2017**

---

## **1. Summary**

- 1.1 A proposed timetable, as appended to this report, for meetings of the Council and its Boards, has been drawn up until the December, 2017 recess, on the basis of the Council's current decision making structure. Therefore, should the Council decide, following the local government elections, to make modifications to the structure these will require to be reflected within the timetable of meetings.
  - 1.2 The timetable is again based on five cycles per annum and is broadly similar to the previous timetable operated by the Council. The usual recess periods have been incorporated:
    - Summer – 7 weeks (starting after the June Council meeting and allowing for the Paisley Fair)
    - October - 2 weeks
    - Christmas - 2 weeks
  - 1.3 To assist members' diary arrangements, dates of the first meetings of the Licensing Board, and a number of joint boards etc, where these are known, have been included and marked\*. It should be noted that these dates are set by bodies other than the Council and may be subject to change. In addition, the training date for members of the Licensing Board has also been included.
  - 1.4 As previously, meetings of the Appeals Board and Local Review Body have been timetabled. However, it may be that these meetings are not required and will be cancelled as appropriate.
- 

## **2. Recommendations**

- 2.1 That the Council determines the timetable for meetings of the Council and its Boards, including the dates during which there are to be recesses until December 2017.

- 2.2 That a report be submitted to the December meeting of the Council relative to the timetable from January 2018 onwards; and
- 2.3 That it be agreed that meetings of the Appeals and Local Review Body, although timetabled, be cancelled if there is no substantive business.
- 

### **Implications of this report**

1. **Financial Implications** – none
  2. **HR and Organisational Development Implications** – none
  3. **Community Plan/Council Plan Implications** – none
  4. **Legal Implications** – none.
  5. **Property/Assets Implications** – none
  6. **Information Technology Implications** – none
  7. **Equality and Human Rights Implications**
    - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
  8. **Health and Safety Implications** – none
  9. **Procurement Implications** – none
  10. **Risk Implications** – none
  11. **Privacy Impact** – none
- 

### **List of Background Papers –**

- (a) none
- 

**Author:** Lilian Belshaw, Democratic Services Manager, 0141 618 7112

May 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				18 9.30am: Statutory Meeting	19	20
21	22	23	24	25	26	27
28 1/5	29	30	31 9.30am: Renfrewshire Educational Trust* 10am: Regulatory Functions			
June 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 1pm: Education & Children	2	3
4 2/5	5 10am: Audit, Scrutiny & Petitions	6 1pm: Housing & Community Safety 3pm: Planning & Property	7 11am: Investment Review Board 1pm: Environment 2pm: Finance & Resources 2.30pm: Procurement Sub	8	9	10
11 3/5	12 11.15am: Strategic Development Planning Authority*	13 1pm: Economy & Jobs 2pm: JNC	14 3pm: JCB (non teaching)*	15 10am: Regulatory Functions 4pm: Renfrewshire Leisure*	16	17
18 4/5	19	20 1pm: Leadership 2pm: Procurement Sub	21 10am: Licensing Board*	22	23 9.30am: Renfrewshire Health & Social Care Integration Joint Board* 11.30am: Clyde Muirshiel Park Authority Joint Committee*	24
25 5/5	26	27 2pm: Local Review Body	28	29 9.30am Council	30 9.45am: Scotland Excel Executive Sub-Committee* 10.45am: Scotland Excel Joint Committee* 2pm: Renfrewshire Valuation Joint Board*	
July 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 recess	4 recess	5 recess	6 recess	7 recess	8
9	10 recess	11 recess	12 recess	13 recess	14 recess	15
16	17 recess	18 recess	19 recess	20 recess	21 recess	22
23	24 recess	25 recess	26 recess	27 recess	28 recess	29
30	31 recess					

\*meetings are set by bodies other than the Council and may be subject to change.

August 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 recess	2 recess	3 recess	4 recess	5
6	7 recess public holiday	8 recess	9 recess	10 recess	11 recess	12
13	14 recess	15 recess	16 recess	17 recess 4pm: Renfrewshire Leisure*	18 recess	19
20 1/1	21	22	23 10am: Regulatory Functions	24 1pm: Education & Children	25	26
27 2/1	28 10am: Audit, Scrutiny & Petitions	29 1pm: Housing & Community Safety 2pm: Local Review Body 3pm: Planning & Property	30 10am: Renfrewshire Educational Trust* 1pm: Environment 2pm: Finance & Resources 2.30pm: Procurement Sub	31 9.30am: Appeals		
September 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 11.30 am Clyde Muirshiel Park Authority Joint Committee*	2
3 3/1	4	5 1pm: Economy & Jobs 2pm: JNC	6 10am: Licensing Board*	7 10am: Regulatory Functions	8	9
10 4/1	11	12	13 3pm: JCB (non teaching)*	14 10am: Appeals	15 10.45am: Scotland Excel Executive Sub-Committee*	16
17 5/1	18	19 1pm: Leadership 2pm: Procurement Sub	20 10am: Regulatory Functions	21	22 public holiday	23
24 6/1	25 public holiday	26 10 am: Audit, Scrutiny & Petitions 2 pm: Local Review Body	27	28 9.30 am Council	29	30
October 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 10am: Regulatory Functions	6	7
8	9 recess	10 recess	11 recess	12 recess 4pm: Renfrewshire Leisure*	13 recess 10.45am Scotland Excel Executive Sub- Committee	14
15	16 recess	17 recess	18 recess	19 recess	20 recess	21
22	23	24 2pm: Local Review Body	25 3pm: JCB (non teaching)*	26	27	28
29	30	31				

\*meetings are set by bodies other than the Council and may be subject to change.

November 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1/2			1 10am: Regulatory Functions	21pm: Education & Children	3	4
5 2/2	6 10am: Audit, Scrutiny & Petitions	71pm: Housing & Community Safety 2pm: Local Review Body 3pm: Planning & Property	8 1pm: Environment 2pm: Finance & Resources 2.30pm: Procurement Sub	9 9.30am: Appeals	10	11
12 3/2	13	14 1pm: Economy & Jobs 2pm: JNC	15	16 10am: Regulatory Functions	17 10.45 am: Scotland Excel Executive Sub-Committee*	18
19 4/2	20 10am: Licensing Board*	21	22 1pm: Investment Review Board	23	24	25
26 5/2	27	28	29	30 9.30am: Appeals		
December 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 11.30am Clyde Muirshiel Park Authority Joint Committee*	2
3 6/2	4	5 2pm: Local Review Body	6	7 10am: Regulatory Functions	8 9.45am: Scotland Excel Executive Sub-Committee* 10.45am: Scotland Excel Joint Committee*	9
10 7/2	11	12 1pm: Leadership 2pm: Procurement Sub	13 3pm: JCB (non teaching)*	14	15	16
17 8/2	18	19	20	21 9.30 am: Council	22 recess	23
	27 public holiday	28 public holiday	29 recess	30 recess	31 recess	

\*meetings are set by bodies other than the Council and may be subject to change.





---

**To:** Council

**On:** 23 February 2017

---

**Report by:** Chief Executive

---

**Heading:** Funding support for Kilbarchan AAC training facility

---

## **1. Summary**

- 1.1 Kilbarchan Amateur Athletics Club (AAC) are one of Scotland's largest and most successful clubs. The Club currently utilise the outdoor track and field facilities at Renfrewshire Leisure's ON-X sport centre in Linwood.
- 1.2 With the support of Scottish Athletics and Sport Scotland, Kilbarchan AAC have developed proposals to build an indoor Athletics Training centre on land to be leased from the Council adjacent to the ON-X outdoor track and field facilities.
- 1.3 The Club have embarked on a major fund raising exercise to secure the £2.1m build cost of the development. The Club is seeking financial support for this development from the Council as part of the funding exercise.
- 1.4 This report seeks approval from Council for the allocation of a total of £500k to support the Kilbarchan AAC's proposed development, subject to the conditions set out in this report and, which will be drawn down in two tranches of £250k in each of financial years 2018/19 and 2019/20.

---

## **2. Recommendations**

- 2.1 It is recommended that the Council approve the allocation of £500k, in two tranches of £250k in financial years 2018/19 and 2019/20, to support the proposed development of an indoor athletics training centre for Kilbarchan AAC, subject to the conditions set out in paragraph 3.7 below.

---

### **3. Background**

- 3.1 Kilbarchan Amateur Athletic Club (AAC) is one of Scotland's most successful clubs and is in the premier division of three major Scottish Athletics' leagues. It has over 525 members who are drawn from across Renfrewshire's communities and beyond. Its members were represented in the Great Britain Olympics team in Rio De Janeiro in 2016.
- 3.2 The Club currently utilise the outdoor track & field facilities at Linwood's ON-X Sport & Community Centre. However, during inclement weather they struggle to adequately accommodate their members; utilising where possible the adjacent ON-X indoor facilities and local school PE halls. While the proximity of these indoor venues is convenient, the school facilities are limited and the ON-X being a commercial public concern, is often fully booked preventing the clubs ability to utilise during unpredictable weather.
- 3.3 To address these challenges and support the club's focus on continued improvement and athletics success, Kilbarchan AAC has prepared a feasibility study for the development of an indoor athletics training facility on Council owned land adjacent to the existing ON-X outdoor track. The Club propose to lease the land from the Council for the area required for the development.
- 3.4 The proposed indoor training centre would be provide the following facilities:
- 60m running track
  - Horizontal and vertical jumps
  - Pole vault
  - Indoor throws cage, including javelin
  - Club room
  - Strength and conditioning area
- 3.5 Kilbarchan AAC's proposal has the support of Renfrewshire Leisure and Scottish Athletics, with the latter identifying the proposal as an important project within the National Facilities Strategy. Sport Scotland are also supportive of the proposal and have agreed to provide £250k funding support, subject to certain conditions being met.
- 3.6 The total cost of the proposed facility is estimated at £2.1m and Kilbarchan AAC have secured just under £1m to date and are embarking on a major fund raising exercise to secure the total requirement. As part of that exercise, they are seeking £500k funding from the Council over two years, £250k in 2018/19 and £250k in 2019/20.

- 3.7 The successful completion of the proposed development would significantly enhance the quality of the athletic training facilities available within Renfrewshire and support the continued development and success of the Kilbarchan AAC. It is fully consistent with the Council and Renfrewshire Leisure's objectives of encouraging increased participation in sport amongst Renfrewshire's communities and support for the achievement of sporting excellence. It is considered appropriate therefore that the Council commit funding to support this project subject to the following conditions being met:
- a) Kilbarchan AAC raising the required total funding necessary to successfully complete the development;
  - b) Kilbarchan AAC and the Council agreeing satisfactory terms for the lease of the Council owned land upon which the development will be constructed;
  - c) Kilbarchan AAC receiving the necessary statutory consents for the development, and
  - d) Kilbarchan AAC providing the Council and Renfrewshire Leisure with an appropriate safe working delivery plan for the development to ensure there is no adverse effects on the operation of the ON-X sport centre during the construction phase.
- 

## Implications of the Report

- 1. **Financial** – The Council will be required to provide £500k funding to support the proposed development.
- 2. **HR & Organisational Development** -
- 3. **Community Planning** – *none*
- 4. **Legal** – There will be a requirement for Legal Services to carry out work to agree an appropriate lease with Kilbarchan AAC for the Council land upon which the proposed facility will be constructed.
- 5. **Property/Assets** –An area of Council owned land will be leased to Kilbarchan AAC.
- 6. **Information Technology** - *none*
- 7. **Equality & Human Rights** - *none*

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

8. **Health & Safety** - *none*

9. **Procurement** – *none*

10. **Risk** - Shared Risk Assessment is a proportionate and risk-based approach to assessing best value within local authorities.

11. **Privacy Impact** - *none*

---

#### **List of Background Papers**

(a) n/a

---

**Author** *David Amos, Head of Policy & Commissioning, 0141 618 4702*




---

**To: Council**

**On: 23 February 2017**

---

**Report by: Director of Finance and Resources**

---

**Heading: Appointments to Boards**

---

## **1. Summary**

1.1. The purpose of this report is to advise that a number of vacancies have arisen in the membership of Council Boards as a result of Councillor Andy Doig's resignation from the SNP Group.

1.2 Councillor K MacLaren has indicated that these places are to be allocated as follows:

Education and Children – Councillor K MacLaren

Economy and Jobs – Councillor M MacLaren

Leadership – Councillor I Nicolson

Planning and Property – Councillor W Mylet

---

## **2. Recommendation**

2.1 That the appointments to the vacant board positions be approved.

---

## **Implications of this report**

- 1. Financial Implications – none**
- 2. HR and Organisational Development Implications – none**
- 3. Community Plan/Council Plan Implications – none**
- 4. Legal Implications – as detailed in the report**
- 5. Property/Assets Implications – none**

**6. Information Technology Implications – none**

**7. Equality and Human Rights Implications**

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

**8. Health and Safety Implications – none**

**9. Procurement Implications – none**

**10. Risk Implications – none**

**11. Privacy Impact – none**

---

**List of Background Papers** – e-mail to Head of Corporate Governance from Councillor K MacLaren dated 15 February 2017.

---

**Author:** Lilian Belshaw, Democratic Services Manager, 0141 618 7112