

**MINUTE**  
**of**  
**EAST RENFREWSHIRE COUNCIL**

**Minute of Meeting held at 7.00pm in the Council Chamber, Council Headquarters, Giffnock on 27 June 2018.**

**Present:**

Provost Jim Fletcher	Councillor Alan Lafferty
Councillor Paul Aitken	Councillor David Macdonald
Councillor Caroline Bamforth	Councillor Colm Merrick
Councillor Tony Buchanan (Leader)	Councillor Stewart Miller
Councillor Angela Convery	Councillor Paul O’Kane
Councillor Barbara Grant	Councillor Jim Swift
Councillor Annette Ireland	Councillor Gordon Wallace

Provost Fletcher in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Caroline Innes, Deputy Chief Executive; Mhairi Shaw, Director of Education; Andy Cahill, Director of Environment; Julie Murray, Chief Officer – Health and Social Care Partnership; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Louise Pringle, Head of Business Change and Revenues; Eamonn Daly, Democratic Services Manager; and Jennifer Graham, Committee Services Officer.

**Apologies:**

Deputy Provost Betty Cunningham; and Councillors Danny Devlin, Charlie Gilbert, and Jim McLean.

**DECLARATIONS OF INTEREST**

**488.** There were no declarations of interest intimated.

**MINUTE OF MEETING – 9 MAY 2018**

**489.** The Council considered and approved the Minute of the meeting held on 9 May 2018.

**MINUTE OF MEETING – 14 JUNE 2018**

**490.** The Council considered and approved the Minute of the meeting held on 14 June 2018.

## **MINUTES OF MEETINGS OF COMMITTEES**

**491.** The Council considered and approved the Minutes of the meetings of the undernoted, except as otherwise referred to in Items 492 to 497 below:-

- (a) Education Committee – 10 May 2018;
- (b) Licensing Committee – 15 May 2018;
- (c) Planning Applications Committee – 16 May 2018;
- (d) Local Review Body – 16 May 2018;
- (e) Cabinet (Police & Fire) – 24 May 2018;
- (f) Cabinet – 24 May 2018;
- (g) Licensing Committee – 12 June 2018;
- (h) Planning Applications Committee – 13 June 2018;
- (i) Local Review Body – 13 June 2018;
- (j) Education Committee – 14 June 2018;
- (k) Planning Applications Committee – 14 June 2018;
- (l) Cabinet – 21 June 2018; and
- (m) Audit & Scrutiny Committee – 21 June 2018.

## **PLANNING APPLICATIONS COMMITTEE – 16 MAY 2018 – REVISED POLICY FOR ONLINE PLANNING INFORMATION**

**492.** Under reference to the Minute of the meeting of the Planning Applications Committee of 16 May 2018 (Page 397, Item 435 refers), when the committee had approved amongst other things the revised policy for online planning information, Councillor Ireland explained that she had been involved in the preparation of the report but that the Minute did not reflect her as a co-author, requesting that this be amended. In addition, referring to discussions which had taken place at the meeting on comments being included in the planning portal, she advised that the Principal Business Intelligence Officer had undertaken to make enquiries about the process but there was no reference to this in the Minute. In reply, the Democratic Services Manager explained that regardless of who had been involved in the preparation of a report, all reports ultimately came forward in the name of the relevant director. In addition he explained that regardless of the lack of reference in the Minute to the actions to be taken, action notes containing all actions to be taken were prepared following meetings and sent to all relevant officers.

The Council noted the comments made.

## **CABINET – 21 JUNE 2018 – UNIVERSAL CREDIT IMPLEMENTATION**

**493.** Under reference to the Minute of the meeting of the Cabinet of 21 June 2018 (Page 446, Item 473 refers), when the Cabinet had noted amongst other things the update on Universal Credit implementation in East Renfrewshire, Councillor Convery expressed serious concerns about the rollout of Universal Credit and sought clarification on the Council's processes for dealing with this. In response, the Deputy Chief Executive reported that various work streams were being established to look at different aspects of the process including housing, homelessness and rent arrears.

The Council noted the comments made.

**LOCAL REVIEW BODY – 13 JUNE 2018 – NOTICE OF REVIEW – REVIEW 2018/05 – ERECTION OF AGRICULTURAL BUILDING AT RIGLAW, ROEBANK ROAD, UPLAMOOR (REF NO: 2018/0025/TP)**

**494.** Under reference to the Minute of the meeting of the Local Review Body of 13 June 2018 (Page 427, Item 459 refers), the Democratic Services Manager advised that a Minute reference had been omitted from the Minute, which should read “Under reference to the Minute of the meeting of 16 May 2018 (Page 402, Item 439 refers)”.

The Council approved the Minute subject to the amendment.

**PLANNING APPLICATIONS COMMITTEE – 13 JUNE 2018 – APPLICATIONS FOR PLANNING PERMISSION**

**495.** Under reference to the Minute of the meeting of the Planning Applications Committee of 13 June 2018 (Page 419, Item 456 refers), Councillor Miller advised that comments he had made questioning whether by submitting a number of applications all below 50 units, developers were trying to circumvent the threshold for major developments with the associated requirements, had not been included in the Minute.

The Council noted Councillor Miller’s comments.

**PLANNING APPLICATIONS COMMITTEE – 16 MAY 2018 – APPLICATIONS FOR PLANNING PERMISSION**

**496.** Under reference to the Minute of the meeting of the Planning Applications Committee of 16 May 2018 (Page 399, Item 436 refers), Councillor Swift advised that he had sought clarification on whether pre-application meetings could be minuted to provide attendees with clarity on the decisions made, to protect both applicants and the Council, but that reference to his request had not been recorded. In response, the Director of Environment advised that he would consider this request and report back in due course.

The Council noted the comments made.

**PLANNING APPLICATIONS COMMITTEE – 14 JUNE 2018 – PRE-DETERMINATION HEARING**

**497.** Under reference to the Minute of the meeting of the Planning Applications Committee of 13 June 2018 (Page 439, Item 468 refers), Council Bamforth referred to comments she had made regarding the difficulties experienced in recruiting care home staff, she advised that the Minute had referred to Council operated care homes, but her comments had related to both private and public sector care homes. She requested that the Minute be amended accordingly.

The Council agreed that the Minute be amended accordingly.

**OUTCOME DELIVERY PLAN 2018-2021**

**498.** Under reference to the Minute of the meeting of the Cabinet of 24 May 2018 (Page 407, Item 447 refers), when it was agreed to recommend to the Council that the draft

Outcome Delivery Plan (ODP) 2018/21 be approved, the Council considered a report by the Chief Executive. A copy of the ODP 2018–2021 was appended to the report.

The report explained that the Community Plan set out the vision for all East Renfrewshire Communities and incorporated Fairer East Ren which was the name of the Local Outcome Improvement Plan. The ODP had been revised to take account of new outcomes and intermediate outcomes within the Community Plan to ensure there was an integrated approach across all plans. This was an important document as it set out the Council's key planned priorities for delivering better outcomes for all of East Renfrewshire's residents and communities, within its overall aim of making people's lives better. It was highlighted that the ODP was underpinned by service strategies and operational plans and a new set of outcomes and intermediate outcomes had been added to the ODP covering a number of areas including, early years and vulnerable young people; safe, supportive communities; and older people and people with long-term conditions.

The report concluded by indicating that the ODP set out the Council's clear strategic direction and demonstrated the Council's ultimate aim of making people's lives better in East Renfrewshire.

Responding to a comment, the Director of Environment clarified that housebuilding targets were set by the Housing Needs and Demand Assessment.

Thereafter, the Council agreed to approve the Outcome Delivery Plan 2018 – 2021.

### **UPDATE ON MODERN, AMBITIOUS PROGRAMME (MAP) AND DIGITAL STRATEGY**

**499.** Under reference to the Minute of the meeting of the Cabinet of 21 June 2018 (Page 445, Item 472 refers), when it was agreed to recommend to the Council that the Convener's remit be expanded to include the role of Advocates/Champions of Digital within each to enhance digital leadership in East Renfrewshire, the Council considered a report by the Deputy Chief Executive.

The report explained that a range of enabler projects had been developed to assist with service redesign to release savings/efficiencies across the Council, Health and Social Care Partnership and Community and Leisure Trust. Further information was provided on the Core Systems programme which would support and drive cost savings and efficiencies and it was reported that the programme was progressing well. Digital technology was recognised as a key area for development and an updated Digital Strategy had been produced providing an update on progress since the Digital Strategy was approved in 2017 and headlining the Council's ambitions for a digital East Renfrewshire. It was reported that the three main pillars of the Digital Strategy were digital services; digital workforce; and digital citizens and further information was provided on the progress of each area including, digital transactions and communications with local parents; technology enabled care; end to end digital processing for planning and building standards; increased visits to the Council website; and introduction of an online system for managing employee absence. In addition, the digital foundations outcome supported delivery of the three digital outcomes by providing the enabling technology, including expansion of wifi access across buildings and public spaces. The report explained that leadership was a key component of the digital workforce and it was proposed that the remit of all Conveners be revised to include digital leadership/advocacy as key responsibilities in these roles.

It was reported that the Modern, Ambitious Programme (MAP) had focused on furthering the digital agenda this year and the complexity and underlying impact of this work could not be

underestimated. This was a fast moving area of work and planned improvements would ensure good visibility and scrutiny of the Council's progress to strive to deliver its vision of a "Modern, ambitious council creating a fairer future with all".

Councillor Wallace referring to the significant improvements in the digital user experience in relation to meeting papers, and paid tribute to Democratic Services Staff, in particular the Democratic Services Support Officer, for the development of the improvements, suggesting that there should be more uptake of digital papers by elected members, Councillor Swift sought clarification of what mechanisms would be put in place to ensure that any projects that were taken forward were fit for purpose, and delivered on time and on budget.

In response, the Chief Executive highlighted that large procurement contracts could be challenging but all possible steps would be taken to mitigate the risks and ensure projects were successful and costs kept within budget. She added that risk assessments were carried out for all projects and digital projects in particular would be managed in an agile way to take account of fast paced changes within this sector.

The Council agreed that the Convener remit be expanded to include the role of advocate/champions of digital within each Convener'ship, to enhance digital leadership in East Renfrewshire.

## **STATEMENTS BY CONVENERS/REPRESENTATIVES ON JOINT BOARDS/COMMITTEES**

**500.** The following statements were made:-

### **(a) Integration Joint Board – Councillor Bamforth**

Councillor Bamforth advised that at the last meeting of the Integration Joint Board on 27 June, Morag Brown, NHS non-executive board member had taken over from her as the Integration Joint Board Chair, as required by the Integration Scheme. Councillor Bamforth would now take on the role of Vice Chair and Chair of the Performance and Audit Committee.

The IJB had approved the Annual Performance Report, subject to some minor changes, and the report would be presented to a future Council meeting. The IJB Chief Financial Officer had presented the unaudited accounts for the IJB and a copy would be available shortly for the statutory inspection period and would be audited by Audit Scotland. It was also agreed that consultation on the Strategic Commissioning Plan would take place and this would include sharing information with the Council, other Integration Joint Boards and NHSGCC colleagues.

Concluding her remarks, Councillor Bamforth stated that the NHS would celebrate its 70<sup>th</sup> anniversary on 5 July providing an opportunity to look back and celebrate 70 years of achievement in Scotland and the difference the NHS had made to people's lives, and to reaffirm the ongoing commitment to the founding principles of the NHS. She added that tea parties for older people would be held on 14 September in Eastwood Health and Care Centre, and 28 September in Barrhead Health and Care Centre, and IJB and Elected Members would be invited to attend.

(b) **Convener for Community Services and Community Safety – Councillor Merrick.**

Councillor Merrick commented on the continued overall strong performance of East Renfrewshire Community and Leisure Trust (ERCLT) reporting that attendance at sports venues and Eastwood Theatre were at a 5 and 10 year high respectively; gym membership had increased; and sickness and absence levels amongst staff had reduced. He commended the ERCLT management team for their ambition to become the highest performing leisure trust in Scotland, highlighting that actions taken to further improve performance and delivery included, demand analysis; development of a People's Strategy; and improved joint working with the Council.

The Council noted the position.

**EAST RENFREWSHIRE INTEGRATION JOINT BOARD – CONFIRMATION OF COUNCILLOR APPOINTMENTS**

**501.** The Council considered a report by the Deputy Chief Executive seeking confirmation of elected member appointments to the East Renfrewshire Integration Joint Board. The report highlighted that a three year term of appointment had been accepted previously by both the Council and the Health Board and the terms of office of the Council's four nominated representatives was now coming to an end.

The Council confirmed the appointments of Councillors Bamforth, Buchanan, O'Kane and Swift on the East Renfrewshire Integration Joint Board until 26 June 2021.

**EDUCATION COMMITTEE AND TEACHING STAFF APPEALS COMMITTEE – APPOINTMENT OF REPLACEMENT MEMBER**

**502.** The Council considered a report by the Deputy Chief Executive, seeking the appointment of a replacement member on the Education Committee and the Teaching Staff Appeals Committee following the resignation of Councillor Swift.

The Council agreed that Councillor Wallace be appointed to the Education Committee and the Teaching Staff Appeals Committee.

**STRATEGIC END YEAR PERFORMANCE REPORT 2017/18 – COMMUNITY PLANNING PARTNERSHIP AND COUNCIL PERFORMANCE**

**503.** The Council received a presentation from the Deputy Chief Executive and the Head of Business Change and Revenues, which accompanied a report by the Deputy Chief Executive, providing a summary of the East Renfrewshire Community Planning Partnership (CPP) and Council year-end performance 2017/18 based on performance indicators in the Single Outcome Agreement (SOA) and Outcome Delivery Plan (ODP) 2017/20. The report highlighted areas of very good performance as well as those indicators that were off-target. Details of the improvement actions for the CPP arising from the meeting of the Performance and Accountability Review (PAR) held on 8 May 2018 appeared as Annex 3 to the report and a year-end complaints report appeared as Annex 4.

The report explained that the SOA had been superseded by a Community Plan encompassing the Local Outcome Improvement Plan known as Fairer East Ren, and the final performance report on the East Renfrewshire SOA was included.

It went on to explain that the Council continued to achieve excellent performance results across many areas including educational attainment; household waste recycling; and supporting people into employment. The Council also performed consistently well in other areas such as the number of awards received by young people; sustaining low levels of teenage pregnancy; supporting businesses through development programmes; and improving parks and greenspace. The target for the percentage of City Deal projects delivered on time had not been met and the programme was being reviewed for 2018/19. Overall, of the ODP indicators at year-end with targets set, the Council was meeting targets in over 71% of the indicators. In the remaining areas where there was scope for improvement there was a clear understanding of the reasons for those performance levels and departments were closely monitoring progress and taking appropriate action to improve.

The report concluded by explaining that all Scottish councils were required to assess and monitor their complaints handling performance against a number of high-level performance indicators identified by the Scottish Public Services Ombudsman (SPSO). A detailed report on the Council's performance against these indicators for 2017/18, including a comparison with 2016/17, was included. This provided details of the number of complaints received together with an overview of the complaints handling performance in terms of the Council's corporate complaints procedure. The number of complaints received had dropped in comparison to 2016/17 and the Council continued to respond to complaints well within the national target timescales.

Discussion followed, in the course of which a number of issues were clarified including that data relating to a drop in the percentage of pupils reporting that their school was helping them to become more confident was as a result of significantly fewer questionnaires being returned and pupils being unclear on what the questionnaire was asking them. In addition, data concerning violent crimes related to figures for the first half of the year as the figures to year end had not yet been received. It was noted that further information on the sample size of questionnaires could be provided in future, where possible, to allow improved comparisons to be made. Although only 26% of complainants had indicated that their complaint had been handled well, less than 18% of complainants had returned the survey as people who were satisfied with their complaint were less likely to respond. Further information was provided on the Participatory Budget process, which was directed at communities with the highest levels of deprivation, reporting that officers had worked closely with local community groups to submit bids for funding.

Councillor Buchanan expressed his thanks for a comprehensive presentation and report which showed a largely positive outcome.

The Council agreed to note:-

- (a) the summary of the Community Planning Partnership and Council year-end performance for 2017/18 and the comments made;
- (b) the Advice Note from the Performance and Accountability Review to the Community Planning Partnership in respect of the focus and priorities for 2018/19 following the meeting of 8 May 2018; and
- (c) the year-end complaints report.

## **PROVOST'S ENGAGEMENTS**

**504.** The Council considered and noted a report by the Deputy Chief Executive, providing details of civic engagements attended and civic duties performed by Provost Fletcher since the last meeting.

## **GENERAL FUND CAPITAL PROGRAMME**

**505.** Under reference to the Minute of the meeting of 2 March 2018 (Page 299, Item 327 refers), when the General Capital Fund Programme 2018/19 had been approved, the Council considered a report by the Head of Accountancy (Chief Financial Officer) recommending adjustments to the programme resulting from finalisation of the previous year's programme and in light of subsequent information. The report highlighted the latest developments relating to the programme, including the latest income and expenditure movements and cash flow management issues and indicated that the projected shortfall of £313,000 represented approximately 0.8% of the resources available and was within manageable limits.

The Council:-

- (a) noted and approved the movements within the programme 2018/19; and
- (b) noted that the shortfall of £313,000 would be monitored and reported on a regular basis.

## **FINANCING THE NEW BARRHEAD HIGH SCHOOL**

**506.** The Council considered a report by the Director of Environment, providing an update on funding for the replacement Barrhead High School project and seeking approval for increased funding within the General Fund Capital Programme. The report highlighted that a substantial amount of asbestos was discovered at the former Barrhead High School prior to demolition of the building and the Council carried the risk for unforeseen items under the conditions of contract. In order to remove the asbestos, an extension of time was granted to the contractor and additional consultant fees were incurred. Additional costs were also incurred as a result of external works resulting in a total increased cost to the Council of approximately £1.2m. However, it was anticipated that this would be offset by an underspend of £600,000 for the delivery of Crookfur Primary School and Faith Schools Joint Campus.

The Council:-

- (a) noted the current position on costs with regard to the revised estimated costs of the Barrhead High School project;
- (b) homologated the decision to instruct the additional works amounting to £1.2m; and
- (c) approved an increase of £600,000 within the General Fund Capital Programme with regard to the budgetary provision for the Barrhead High School project.

### GENERAL FUND CAPITAL PLAN UPDATE – 2018/19 TO 2025/26

**507.** Under reference to the Minute of the meeting of 2 March 2018 (Page 299, Item 327 refers), when the General Fund Capital Plan 2018/19 had been approved, the Council considered a report by the Head of Accountancy (Chief Financial Officer), recommending revisions to the plan in view of the Scottish Government's confirmation of capital grant allocations for Early Learning and Childcare. The report highlighted that the capital allocation for 2018/19 to 2020/21 had been advised as £11.7m, an increase of £4.5m over the original assumption, which would reduce the borrowing requirement over the period of the plan, and further adjustments were required to take account of increased costs associated with demolition and ancillary works at the former Barrhead High School. It was reported that the plan would be reviewed again when the outcome of the public consultation on leisure facilities in the Eastwood area was known.

The Council:-

- (a) agreed the revised Capital Plan in the light of updated information relating to early learning and childcare funding and other project movements; and
- (b) noted that a further report reviewing the Capital Plan would be submitted after the summer break once the Eastwood Leisure public consultation was concluded.

### HOUSING CAPITAL PROGRAMME

**508.** Under reference to the Minute of the meeting of 2 March 2018 (Page 301, Item 329 refers), when the Housing Capital Programme 2018/19 to 2022/23 had been approved, the Council considered a report by the Head of Accountancy (Chief Financial Officer) and Director of Environment recommending adjustments to the programme resulting from finalisation of the previous year's programme and in light of subsequent information. The report highlighted the latest developments relating to the programme, including the latest income and expenditure movements and cash flow management issues and indicated that the projected shortfall of £85,000 represented approximately 0.7% of the resources available and was within manageable limits.

The Council:-

- (a) noted and approved the movements within the programme 2018/19; and
- (b) noted that the shortfall of £85,000 would be monitored and reported on a regular basis.

### PROPOSED ACQUISITION OF LAND AT AURS ROAD, BARRHEAD

**509.** The Council considered a report by the Director of Environment, seeking approval for the proposed acquisition of land from Scottish Water and to enter into servitude agreements over land owned by Scottish Water adjacent to Aurs Road, between Newton Mearns and Barrhead.

The report explained that the acquisition was necessary to undertake the proposed upgrading and re-alignment of Aurs Road which formed part of ERC's Glasgow City Region

City Deal M77 Strategic Corridor Programme and would facilitate implementation of other nearby City Deal projects along with the Barrhead South and Maidenhill Strategic (residential) Development opportunities.

The Council agreed to:-

- (a) approve the acquisition of 720 sq.m of land from Scottish Water and enter into servitude agreements over an area of 2,839 sq.m from Scottish Water on/adjacent to Aurs Road at a cost of £2,000 (exc VAT); and
- (b) delegate authority to the Director of Environment, in consultation with the Chief Officer (Legal and Procurement), to progress and complete the acquisition and enter into the servitude agreement.

PROVOST