

THE INVERCLYDE COUNCIL - 4 OCTOBER 2012

The Inverclyde Council

Thursday 4 October 2012 at 4 pm

Present: Provost Moran, Councillors Ahlfeld, Brennan, Brooks, Campbell-Sturgess, Clocherty, Dorrian, Grieve, Jones, Loughran, MacLeod, McCabe, McColgan, McCormick, McEleny, McIlwee, Nelson, Rebecchi and Shepherd.

Chair: Provost Moran presided.

In attendance: Chief Executive, Corporate Director Inverclyde Community Health & Care Partnership, Corporate Director Education, Communities & Organisational Development, Corporate Director Environment, Regeneration & Resources, Head of Legal & Democratic Services, Chief Financial Officer, Business/Democratic Services Manager and Corporate Communications Manager.

Prior to the commencement of business, the Council observed a minute's silence as a mark of respect following the recent death of Mr Freddie Fletcher, former Councillor and Provost of Inverclyde District Council. Councillor Rebecchi paid tribute to the achievements of Mr Fletcher and, on behalf of the Council, conveyed his condolences to his widow and family.

541 Apologies and Declarations of Interest 541

An apology for absence was intimated on behalf of Councillor Wilson.

No declarations of interest were intimated.

**Minutes of Meetings of
The Inverclyde Council, Committees, Sub-Committees and Boards**

542 Grants Sub-Committee - 28 June 2012 542

Approved on the motion of Councillor Clocherty.

543 Audit Committee (Special) - 28 June 2012 543

Approved on the motion of Councillor Rebecchi.

544 The Inverclyde Council - 28 June 2012 544

Approved on the motion of Provost Moran.

545 The Inverclyde Council (Special) - 28 June 2012 545

Approved on the motion of Provost Moran.

546 Appointment Panel - Head of Health & Community Care, Inverclyde CHCP 546

Approved on the motion of Councillor McIlwee.

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547	Planning Board - 1 August 2012	547
	Approved on the motion of Councillor Brooks.	
548	Local Review Body -1 August 2012	548
	Approved on the motion of Councillor Dorrian.	
549	General Purposes Board - 8 August 2012	549
	Approved on the motion of Councillor Dorrian.	
550	Policy & Resources Committee - 14 August 2012	550
	Approved on the motion of Councillor McCabe.	
551	Audit Committee - 21 August 2012	551
	Approved on the motion of Councillor Nelson.	
552	Inverclyde CHCP Sub-Committee - 28 August 2012	552
	Approved on the motion of Councillor McIlwee.	
553	Environment & Regeneration Committee - 30 August 2012	553
	Approved on the motion of Councillor McCormick.	
554	Education & Communities Committee - 4 September 2012	554
	Approved on the motion of Councillor Loughran.	
555	Planning Board - 5 September 2012	555
	Approved on the motion of Councillor Brooks.	
556	Human Resources Appeals Board - 11 September 2012	556
	Approved on the motion of Councillor Brooks.	
557	General Purposes Board - 12 September 2012	557
	Approved on the motion of Councillor Dorrian.	
558	Policy & Resources Committee - 18 September 2012	558
	Approved on the motion of Councillor McCabe.	

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- 559 Human Resources Appeals Board - 13 and 26 September 2012 559**
- Approved** on the motion of Councillor Brooks.
- 560 Audit Committee (Special) - 27 September 2012 560**
- Approved** on the motion of Councillor Rebecchi.
- 561 Planning Board - 3 October 2012 561**
- Approved** on the motion of Councillor Brooks.
- 562 Council's Standing Orders and Scheme of Administration 562**
- There was submitted a replacement report by the Head of Legal & Democratic Services seeking approval to amend Standing Order 60(c) of the Council's Standing Orders and Scheme of Administration.
- Decided:** that Standing Order 60(c) of the Council's Standing Orders and Scheme of Administration be amended to read as follows:
- " A Member who is not a Member of a particular Committee shall be entitled to attend a meeting of that Committee while there is under discussion any item in which the Member has a local or other interest. Except where a Committee, Sub-Committee, Regulatory Board or the Local Review Body is dealing with an item of business in a judicial or quasi judicial capacity, such Member shall, with the consent of the Chair, be entitled to participate in the discussion of the item but shall not be entitled to vote. For the avoidance of doubt, where an item of business is one of a judicial or quasi judicial nature, a Member who is not a Member of the particular Committee shall not be entitled to participate in discussion of the item and shall not be entitled to vote".
- 563 Strathclyde Concessionary Travel Scheme Joint Committee - Appointment of Substitute Member 563**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources requesting the Council to appoint a substitute member to the Strathclyde Concessionary Travel Scheme Joint Committee.
- Decided:** that Councillor Clocherty be appointed as substitute member to the Strathclyde Concessionary Travel Scheme Joint Committee.
- 564 Proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 1 2012 564**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 1 2012.
- Resolved** on the motion of Councillor McCabe seconded by Councillor Clocherty that THE INVERCLYDE COUNCIL, incorporated under the Local Government etc (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Section 32(1) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to permit the provision of parking places for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended, all as

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detailed in a copy of the Order forming a supplement to the principal minute hereof and that the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith.

565 Proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 2 2012 565

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 2 2012.

Resolved on the motion of Councillor McCabe seconded by Councillor Clocherty that THE INVERCLYDE COUNCIL, incorporated under the Local Government etc (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Section 32(1) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to permit the provision of parking places for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended, all as detailed in a copy of the Order forming a supplement to the principal minute hereof and that the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith.

566 Proposed Traffic Regulation Order - Union Street, Greenock (18 Tonne Weight Restriction) Order 2012 566

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order - Union Street, Greenock (18 Tonne Weight Restriction) Order 2012.

Resolved on the motion of Councillor McCabe seconded by Councillor Clocherty that THE INVERCLYDE COUNCIL, incorporated under the Local Government etc (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Sections 1(1), 2(1) and (2) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to introduce an 18 tonne weight restriction at Union Street, Greenock, all as detailed in a copy of the Order forming a supplement to the principal minute hereof, and that the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith.

567 Proposed Traffic Regulation Order - Mearns Street, Greenock (7.5 Tonne Weight Restriction) Order 2012 567

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order - Mearns Street, Greenock (7.5 Tonne Weight Restriction) Order 2012.

Resolved on the motion of Councillor McCabe seconded by Councillor Clocherty that THE INVERCLYDE COUNCIL, incorporated under the Local Government etc (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Sections 1(1), 2(1) and (2) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to introduce a 7.5 tonne weight restriction at Mearns Street, Greenock, all as detailed in a copy of the Order forming a supplement to the principal minute hereof, and that the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith.

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- 568 Scheme of Establishment Review 568**
- There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership appending the reviewed Scheme of Establishment with a view to the Council authorising its submission to the Scottish Government for approval.
- Decided:** that the Council approve the Scheme of Establishment revised as at July 2012, appended to the report, and that it be remitted to the Corporate Director Inverclyde Community Health & Care Partnership to submit this to the Scottish Government for Ministerial approval.
- 569 Inverclyde Council Commissioned Services for Specialist Nursing Care for Older Persons with Dementia and Adult Mental Health Intensive Supported Living Services 569**
- There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership (1) providing an update on the current position on the commissioning of specialist nursing care for older persons with dementia and adult mental health intensive supported living services in Inverclyde and (2) requesting the Council to note the position and endorse proposals for future action.
- Decided:**
- (1) that the Council note the present position and endorse the proposed way forward as set out in the report;
 - (2) that the Council note the intention to commission locally 12 specialist older persons nursing care dementia places for clients with highly complex needs from a suitably qualified independent sector provider(s);
 - (3) that the Council note the intention to commission locally for 8 adults with specialist mental health conditions and associated behaviours, intensive supported living places from a suitably qualified independent sector provider(s); and
 - (4) that the Council note the ongoing development of community based provision in addition to the proposed commissioned services.
- 570 Flood Risk Management (Scotland) Act 2009: Representation on Clyde and Loch Lomond Local Plan District Joint Committee - Remit from Environment & Regeneration Committee 570**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a remit from the Environment & Regeneration Committee of 30 August 2012 in respect of representation on the Clyde and Loch Lomond Local Plan District Joint Committee.
- Decided:** that Councillor Dorrian be appointed as Member and Councillor McCormick as substitute Member to the Clyde and Loch Lomond Local Plan District Joint Committee.
- 571 Treasury Management - Annual Report 2011/12: Remit from Policy & Resources Committee 571**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a request from the Policy & Resources Committee of 14 August 2012 that approval be given to the Annual Report on Treasury Management for 2011/12.

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Decided: that the Council approve the Annual Report on Treasury Management 2011/12.

572 "Living Streets" - Motion by Councillor MacLeod 572

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a motion by Councillor MacLeod, countersigned by Councillor Nelson, relative to the "Living Streets" initiative which had been submitted in accordance with Standing Order 22 in the following terms:-

"The SNP group calls on Inverclyde Council to support the recent report issued by the national charity "Living Streets" where it looks at how we can transform our streets into welcoming spaces that build communities and improve the happiness and wellbeing of everyone".

Decided: that a report be submitted to the Environment & Regeneration Committee outlining the policy and financial implications of the proposals contained in the report issued by the national charity "Living Streets".

573 Trust Funds Annual Accounts 2011-2012 573

There was submitted a report by the Chief Financial Officer (1) requesting the Council, as Trustees, to review and approve the Annual Accounts for two Trust Funds which are not registered charities and (2) seeking Trustee approval to charge a nominal governance fee for both Trusts with effect from 2012/13.

Decided: that the Council, as Trustees:

(1) approve the Annual Accounts of the Birkmyre Trust and Watt Institution Trust Fund for the year ended 31 March 2012; and

(2) agree that from 2012/13, the Trusts pay £500 per year each to reflect the Council Officer support and advice which they receive.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting for the following item, on the basis that it contained exempt information as defined in the respective paragraphs of Part I of Schedule 7(A) of the Act as detailed in the relevant Minute.

Appendices to Minutes

574 The Inverclyde Council - 28 June 2012 574

Approved on the motion of Provost Moran.

575 Appointment Panel - Head of Health & Community Care, Inverclyde CHCP 575

Approved on the motion of Councillor McIlwee.

576 Environment & Regeneration Committee - 30 August 2012 576

Approved on the motion of Councillor McCormick.

- 577 Human Resources Appeals Board - 11 September 2012 577**
Approved on the motion of Councillor Brooks.
- 578 Human Resources Appeals Board - 13 and 26 September 2012 578**
Approved on the motion of Councillor Brooks.

GENERAL PURPOSES BOARD – 10 OCTOBER 2012

Improvement Scheme. The Board heard Mr Cameron in support of his application and confirmed that he will attend the Driver Improvement Course as required.

Decided: that the application be granted on the understanding that Mr Cameron is expected to comply with the legal requirements to attend the training course.

582 Request for Suspension of Taxi Driver's Licence: William Smiley 582

There was submitted a report by the Head of Legal & Democratic Services requesting the Board to uphold the decision to suspend Mr Smiley's Taxi Driver's Licence on 7 September 2012 following an adverse medical report.

Mr Smiley was present with his representative Mr Aidan Gallagher, Solicitor.

Decided:

- (1) that the suspension be upheld;
- (2) the suspension be continued until Mr Smiley's renewal application is determined by the Board.

583 Application for Taxi Driver's Licence: William Smiley 583

There was submitted a report by the Head of Legal & Democratic Services on an application for renewal of Taxi Driver's Licence by Mr Smiley following an adverse medical report.

Mr Smiley was present with his representative Mr Aidan Gallagher, Solicitor.

The Board heard Mr Gallagher and Mr Smiley in support of the application. The Board considered letters dated 5 September and 20 September 2012 from Dr Sykes.

During discussion Mr Gallagher intimated that Mr Smiley's health had improved and requested the Board to consider a further medical examination to be undertaken by Dr Sykes for an updated position.

Decided:

- (1) that Mr Smiley attend a further medical examination;
- (2) that the application be continued to the next meeting of the Board to be held on 14 November 2012.

584 Request for Suspension of Taxi Driver's Licence: James Pearson 584

There was submitted a report by the Head of Legal & Democratic Services requesting to consider suspension of Mr Pearson's Taxi Driver's Licence following a representation by the Environment & Enforcement Officer on a number of smoking offences in terms of the Smoking Health & Social Care (Scotland) Act 2005.

Mr Pearson was present.

The Board gave full consideration to the report before them and heard Mr Pearson in support of his licence.

Decided: that Mr Pearson be given a warning regarding any further breaches of this Act.

585 Application for Taxi Operator's Licence (x 3): Inverclyde Taxis Limited 585

GENERAL PURPOSES BOARD – 10 OCTOBER 2012

There was submitted a report by the Head of Legal & Democratic Services on 3 applications for General Hire Taxi Operator Licences for wheelchair accessible vehicles by Inverclyde Taxis Limited following a public objection.

Mr Henry Glasgow, Inverclyde Taxis Limited and his representative Mr Tom McEntegart were present. The public objector Mr Patrick Sweeney was also present.

The Board heard Mr Sweeney in support of his objection and Mr Glasgow and Mr McEntegart in support of the applications.

After a full and concise discussion on all the matters placed before them there followed a vote for the grant of the three applications, 8 Members voted in favour and 1 abstained.

Decided: that the 3 applications be granted.

Note: Councillor Rebecchi left the meeting during private deliberation of the above item and did not take part in the vote.

GRANTS SUB-COMMITTEE - 16 OCTOBER 2012

Grants Sub-CommitteeTuesday 16 October 2012 at 2pm

Present: Provost Moran (for Councillor McIlwee), Councillors Clocherty, Dorrian, Campbell-Sturgess (for McEleny) and Shepherd.

Chair: Councillor Clocherty presided.

In attendance: Head of Safer & Inclusive Communities, Lead Officer, Community Learning & Development and Mr N Duffy (for Head of Legal & Democratic Services).

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Sub-Committee.

586 Apologies, Substitutions and Declarations of Interest**586**

Apologies for absence were intimated on behalf of Councillors McEleny, McIlwee and Wilson with Provost Moran substituting for Councillor McIlwee and Councillor Campbell-Sturgess substituting for Councillor McEleny.

Councillor Campbell-Sturgess declared an interest in agenda item 2 (Round 2 Applications 2012/13).

587 Round 2 Applications 2012/13**587**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development giving details of applications received for consideration for funding from the Grants to Voluntary Organisations budget 2012/13.

Councillor Campbell-Sturgess declared a non-financial interest in the application relating to the Weir Street Residents' Group as a member of the group. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision making process relative to the application.

Decided: that grants be made to voluntary organisations as follows:-

Group	Award
Clyde Coast Guild of Weavers, Spinners and Dyers	£500
Greenock Philharmonic Society	£500
Inverclyde Juvenile Pipe Band	£1000
Inverclyde Megawatt Festival Ltd	£5000
Gourock Bowling Club	nil
Lady Alice Bowling Club	£2000
Rankin Park Bowling Club	defer
Hammy's Out Of School Care	nil
Inverclyde Out of School Care Network	£2000
REACH for Autism	£2000

GRANTS SUB-COMMITTEE - 16 OCTOBER 2012

U Matter Club	£1722
Belville Community Association	£2000
Branchton Community Centre Association	nil
Broomhill Tenants and Residents Association	£2000
Killochend Residents Association	£1700
Overton Tenants & Residents Association	defer
Park Farm Tenants & Residents	defer
Parklea BINGO Bowlers	£930
St Margaret's Court Tenants	defer
Weir Street Residents Group	£334
Association of Registrars of Scotland	nil
Inverclyde Happy Tots	£2000
Weans World Parent/Carer Toddler Group	nil
Wellington Pre 5 Nursery Playgroup & Out of School Care	defer
Ardgowan Club	nil
Broomhill Boys Football Club	£600
Greenock Golf Club	£500
Greenock Wanderers Youth Rugby Sections	£1500
Inverclyde Athletic Club	£1500
Inverclyde Breakers	£1000
Inverclyde Masters Swimming Club	defer
Inverclyde Local Athletic Partnership (ILAP)	£3000
Paisley District Schools Football Association	£500
Port Glasgow Juniors FC	nil
Quarriers United Football Club	£1500
The Ramblers Association Scotland, Inverclyde Group	£1500
Waterfront Junior Curling Club	£500
Organisations in Wellpark Mid Kirk Church	£500
Aileymill Parent Partnership	nil
Cats Protection Inverclyde	£1000
Fort Matilda Bridge Club	defer
Greenock Model Yacht & Power Boat Club	£3000*
Inverclyde Alzheimer's Scotland Branch Action on Dementia	£3000
Inverclyde Enable Social Club	£3000
Inverclyde Heartstart	defer
Inverclyde Pipes and Drums	£500
Jericho House	nil
Mind Mosaic Counselling and Therapy	£2,000*

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Inverclyde DOFE (Duke of Edinburgh Award) Support Group	£3870
Greenock Central Residents Action Group	£2000
Greenock Amateur Boxing Club	£2000
Crawfurdsburn Committee	£1278
TOTAL	£57,934.00

*Denotes conditions

AUDIT COMMITTEE - 16 OCTOBER 2012

Audit Committee

Tuesday 16 October 2012 at 3pm

Present: Provost Moran, Councillors McColgan (for Brennan), Campbell-Sturgess, Clocherty, Dorrian, Jones, Loughran, MacLeod, Nelson and Rebecchi.

Chair: Councillor Rebecchi presided.

In attendance: Corporate Director Environment, Regeneration & Resources, Head of Legal & Democratic Services, Chief Financial Officer, Chief Internal Auditor and Ms S Beaton (Education Services).

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

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|------------|---|------------|
| 588 | Apologies, Substitutions and Declarations of Interest | 588 |
| | <p>Apologies for absence were submitted on behalf of Councillors Ahlfeld and Brennan, with Councillor McColgan substituting for Councillor Brennan.</p> <p>It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7(A) of the Act.</p> | |
| 589 | Internal Audit Progress Report - Appendix | 589 |
| | <p>There was submitted an appendix to the Internal Audit Progress Report providing details of a special investigation undertaken since the last meeting of the Committee.</p> <p>Noted</p> | |
| 590 | Risk Management Progress Report | 590 |
| | <p>There was submitted a report by the Corporate Director Environment, Regeneration & Resources advising Members of the progress made on risk management since the meeting of the Committee on 29 May 2012.</p> <p>Noted</p> | |
| 591 | External Audit Action Plans - Current Actions | 591 |
| | <p>There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the status of current actions from the External Audit Action Plans as at 31 August 2012.</p> <p>Noted</p> | |

AUDIT COMMITTEE - 16 OCTOBER 2012

592 Internal Audit Progress Report - 30 July to 21 September 2012**592**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources appending the monitoring report in respect of Internal Audit activity for the period 30 July to 21 September 2012.

Noted

Inverclyde Community Health & Care Partnership Sub-CommitteeThursday 18 October 2012 at 1pm

Present: Councillors V Jones, K Brooks (for J MacLeod), S McCabe and J McIlwee (Inverclyde Council), Dr M Kapasi and Mr K Winter, Non-Executive Directors, NHS Greater Glasgow & Clyde Health Board, Ms D McCrone, Staff Partnership Forum and Mr B Moore, Corporate Director Inverclyde Community Health & Care Partnership.

Present also: Mr A Robertson, Chair, Greater Glasgow & Clyde Health Board.

Chair: Councillor McIlwee presided.

In attendance: Head of Children & Families and Criminal Justice, Head of Planning, Health Improvement & Commissioning, Head of Mental Health & Addictions, Mr J Pow (for Chief Financial Officer), Mr J Douglas (for Head of Legal & Democratic Services) and Project Manager - Your Voice Inverclyde Community Care Forum.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Sub-Committee.

593 Apologies, Substitutions and Declarations of Interest 593

Apologies for absence were intimated on behalf of Councillor MacLeod, with Councillor Brooks substituting, and Mrs McFadden.

Councillors McCabe and McIlwee declared interests in agenda items 3 (CHCP Finance Report 2012/13 as at Period 5 to 31 August 2012) and 10 (River Clyde Homes Sheltered Housing Wardens - Unavoidable Pressures). Councillor McIlwee also declared an interest in agenda item 4 (Governance of External Organisations: CHCP Procedures and Governance Report).

594 Update on Prescribing 594

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on (1) the current budget position regarding prescribing within Inverclyde CHCP and (2) the action plan, progress and ongoing work in relation to prescribing of medicines within the CHCP.

Ms Margaret Maskrey, Lead Clinical Pharmacist, was present, spoke to the report and accompanying presentation and answered questions from Members.

(Dr Kapasi entered the meeting during consideration of this item of business).

Decided:

(1) that the Sub-Committee note the current position regarding prescribing issues within Inverclyde CHCP with particular regard to the prescribing budget position and the prescribing action plan, progress and ongoing work; and

(2) that a further progress report in relation to prescribing be submitted to the Sub-Committee at the end of the current financial year.

595 Community Health & Care Partnership - Financial Report 2012/13 as at Period 5 to 31 August 2012 595

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership on the 2012/13 Revenue and Capital Budget position as at Period 5 to 31 August 2012.

Councillors McCabe and McIlwee declared non-financial interests in this matter as Members of the Board of River Clyde Homes. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

(Councillor Brooks left the meeting during consideration of this item of business).

Decided:

(1) that the Sub-Committee note the current year Revenue Budget and the projected overspend of £79,000 for 2012/13 as at 31 August 2012 and that the CHCP is working to bring this overspend in line with the budget;

(2) that the Sub-Committee note the use of earmarked reserves to fund the Wardens Service for 2012/13 and 2013/14 and that recurring proposals for 2014/15 onwards will be reported to a future meeting of the Sub-Committee;

(3) that the Sub-Committee note the current position on prescribing, including utilisation of non-recurring funding for 2012/13 if required;

(4) that it be noted that the Capital Budget for Social Work is projected as being on budget over the life of the projects and that the Capital Budget for Health is also projected to be on budget;

(5) that the current earmarked reserve position be noted; and

(6) that approval be given to the Social Work budget virements totalling £442,000 detailed in appendix 7 to the report.

596 Governance of External Organisations: CHCP Procedures and Governance Report 596

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership (1) appending the Inverclyde CHCP governance report in respect of external organisations and (2) advising the Sub-Committee of the procedures which have been put in place to meet these governance responsibilities.

Councillor McIlwee declared a non-financial interest in this matter as a Director of both Evergreen Home Support and Inverclyde Association for Mental Health. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision making process.

Decided:

(1) that the Sub-Committee note the CHCP governance report set out in appendix 2; and

(2) that the CHCP governance procedures detailed in the report be endorsed.

597 Financial Inclusion Partnership - 6 Month Progress Report 597

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing a six month update on the progress made by the Financial Inclusion Partnership in implementing the Financial Inclusion Strategy and the review of Inverclyde financial advice and support services.

INVERCLYDE COMMUNITY HEALTH & CARE PARTNERSHIP SUB-COMMITTEE - 18 OCTOBER 2012

Decided: that the progress made to date by the Financial Inclusion Partnership in developing the strategy be noted.

598 Workforce Monitoring Report 598

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on attendance management, progress on Healthy Working Lives, staff partnership working and an overview of the CHCP staff profile.

Decided: that the Sub-Committee note the report and the progress made in meeting workforce targets.

599 Inverclyde CHCP Commissioning Strategy 2012 - 2022 599

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership (1) appending the draft Inverclyde CHCP Commissioning Strategy 2012 - 2022 and (2) requesting the Sub-Committee to approve the formal consultation arrangements in this regard.

Decided:

(1) that the Sub-Committee note the draft Inverclyde CHCP Commissioning Strategy 2012 - 2022 appended to the report; and

(2) that approval be given to the launch of the 3 months formal consultation period in relation to the strategy.

600 River Clyde Homes Sheltered Housing Wardens - Progress Report 600

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership (1) informing the Sub-Committee of progress made to date in the ongoing discussions with River Clyde Homes concerning funding arrangements and future provision of the Warden Service within sheltered housing complexes and (2) advising of the proposed funding solution to address the eventual outcome.

Councillors McCabe and McIlwee declared non-financial interests in this matter as Members of the Board of River Clyde Homes. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided:

(1) that the progress made to date in relation to the discussions with River Clyde Homes be noted;

(2) that the Sub-Committee note the Independent Living earmarked reserve of £70,000 and Change Fund £50,000 alternative funding for financial years 2012/13 and 2013/14; and

(3) that it be noted that funding from 2014/15 onwards will be identified from recurring Social Work budgets.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 7(A) of the Act.

601 Learning Disability Services - Unavoidable Pressures 2013/16**601**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership advising the Sub-Committee of the budgetary cost pressures within Learning Disability Services for service users accessing the service across day opportunities and supported living services.

Decided:

- (1) that the Sub-Committee note the planned and unplanned budgetary pressures which will impact on the Learning Disability budget in financial years 2013/16;
- (2) that it be noted that the Sub-Committee will continue to be updated on the budgetary management of Learning Disabilities in terms of the best value use of resources and the seeking of opportunities to reduce costs where assessed appropriate;
- (3) that it be noted that proposals will be submitted to the Policy & Resources Committee in November 2012 for approval; and
- (4) that a presentation on Learning Disability Services be made to the next meeting of the Sub-Committee.

602 Adoption Costs - Unavoidable Pressures**602**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership advising of the financial pressures relating to securing adoptive placements for Looked After Children in Inverclyde.

Decided:

- (1) that the Sub-Committee note the increasing financial pressures associated with placing children for adoption;
- (2) that the Sub-Committee note the creation of a new earmarked reserve for residential childcare and adoption with a one-off contribution of £300,000 from the General Fund reserve, subject to the budget process;
- (3) that the Sub-Committee note the proposal to ring-fence residential childcare and adoption budgets to further enhance and/or utilise the new earmarked reserve as appropriate; and
- (4) that it be noted that proposals will be submitted to the Policy & Resources Committee in November 2012 for approval.

HEALTH & SOCIAL CARE COMMITTEE - 18 OCTOBER 2012

Health & Social Care Committee

Thursday 18 October 2012 at 3 pm

Present: Councillors Brennan, Campbell-Sturgess, Dorrian, Jones, McCabe, McCormick, McIlwee and Rebecchi.

Chair: Councillor McIlwee presided.

In attendance: Corporate Director Inverclyde Community Health & Care Partnership, Head of Children & Families and Criminal Justice, Head of Planning, Health Improvement & Commissioning, Head of Mental Health & Addictions, Mr J Pow (for Chief Financial Officer), Mr J Douglas (for Head of Legal & Democratic Services) and Corporate Communications Manager.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

603 Apologies, Substitutions and Declarations of Interest 603

Apologies for absence were intimated on behalf of Councillors Ahlfeld, Grieve and MacLeod.

Councillors McCabe and McIlwee declared interests in agenda item 2 (Health & Social Care Committee - Revenue Budget Report 2012/13 as at Period 5 to 31 August 2012).

604 Health & Social Care Committee - Revenue Budget Report 2012/13 as at Period 5 to 31 August 2012 604

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership and the Chief Financial Officer on the position of the 2012/13 Revenue Budget as at Period 5 to 31 August 2012.

Councillors McCabe and McIlwee declared non-financial interests in this matter as members of the Board of River Clyde Homes. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision-making process.

Decided:

- (1) that the Committee note the current projected revenue overspend of £40,000 for 2012/13 as at 31 August 2012;
- (2) that the Committee note the use of earmarked reserves to fund the Wardens Service for 2012/13 and 2013/14 and that recurring funding proposals for 2014/15 onwards will be reported to a future meeting;
- (3) that the current earmarked reserves position set out in appendix 2 be noted; and
- (4) that the 2012/13 Revenue Budget be delegated to the CHCP Sub-Committee.

HEALTH & SOCIAL CARE COMMITTEE - 18 OCTOBER 2012

- 605 Capital Programme 2012/15 - Progress as at Period 5 to 31 August 2012 605**
- There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership and the Chief Financial Officer (1) providing an update in respect of the status of the projects forming the Health & Social Care Capital Programme and (2) highlighting the overall financial position.
- Decided:**
- (1) that the Committee note the current position of the Health & Social Care Capital Programme; and
 - (2) that consideration of the Capital Programme be delegated to the CHCP Sub-Committee for 2012/13.
- 606 Organisational Performance Review (OPR) 606**
- There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on the most recent joint Organisational Performance Review (OPR) undertaken by Inverclyde Council and NHS Greater Glasgow & Clyde including the arrangements to ensure the monitoring of progress in delivering the required actions.
- Decided:** that the Committee note the delivery plan relative to the CHCP's joint Organisational Performance Review dated May 2012.
- 607 Community Health and Care Partnership Complaints Procedures - Annual Report 2011-2012 607**
- There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership on the annual performance of the CHCP with regard to the statutory procedures as determined by the Scottish Government Guidance and Directions on the Operation of Complaints Procedures in respect of Social Work Functions (SWSG5/1996) and the NHS Greater Glasgow & Clyde Complaints Procedures.
- Decided:**
- (1) that the Committee note the annual performance of the CHCP in respect of the statutory complaints procedure; and
 - (2) that it be agreed to include trend information in future reports.

Environment & Regeneration Committee**Thursday 25 October 2012 at 3 pm**

Present: Provost Moran, Councillors Ahlfeld, Clocherty, Dorrian, Brooks (for MacLeod), McCabe, McCormick, McEleny, McIlwee, Nelson and Shepherd.

Chair: Councillor McCormick presided.

In attendance: Corporate Director Environment, Regeneration & Resources, Finance Manager, Mr M Thomson (Finance Services), Ms V Pollock (for Head of Legal & Democratic Services), Head of Environmental & Commercial Services, Mr R Graham and Mr M Higginbotham (Environmental & Commercial Services), Head of Property Assets & Facilities Management, Property Assets Manager, Head of Regeneration & Planning and Corporate Communications Manager.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

608 Apologies, Substitutions and Declarations of Interest**608**

An apology for absence was intimated on behalf of Councillor MacLeod with Councillor Brooks substituting.

Declarations of interest were intimated as follows:-

Agenda Item 7 (Sail Inverclyde Ltd and Sail Inverclyde Trading Ltd) - Councillors Clocherty and McCormick.

Agenda Item 8 (EU Funded Programmes) - Councillor Ahlfeld.

Agenda Item 9 (Regeneration Fund Programme 2012-2013 - Performance Update) - Councillor Ahlfeld.

Agenda Item 10 (Community Benefits from Procurement) - Councillor Ahlfeld.

Agenda Item 20 (Riverside Inverclyde Business Plan 2012-17) - Councillors Clocherty, McCabe and McEleny.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined paragraph 6 of Part I of Schedule 7(A) of the Act.

609 Riverside Inverclyde - Business Plan 2012-17**609**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) seeking approval of Riverside Inverclyde's Business Plan 2012-17 and (2) advising that a mid-term review of the company, following five years of operational activity, will be undertaken and, once completed, a report will be submitted to the Committee for consideration.

ENVIRONMENT & REGENERATION COMMITTEE - 25 OCTOBER 2012

Councillors Clocherty and McEleny declared non-financial interests in this matter as Members of the Boards of Riverside Inverclyde and River Clyde Homes respectively and Councillor McCabe declared a non-financial interest as a Board Member of both organisations. They also formed the view that the nature of their interests and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Mr Bill Nicol, Chief Executive, Riverside Inverclyde, was present and gave a presentation on the Business Plan. He then answered a number of questions from Members.

Decided:

(1) that the Committee endorse the Riverside Inverclyde Business Plan 2012-17 set out in appendix A to the report, subject to clarification of the property income and appropriate management/operating costs and confirmation that all funding awarded to the private sector is in accordance with state aid rules; and

(2) that it be noted that, in accordance with the Members' Agreement, a mid-term review of Riverside Inverclyde's activities and the wider delivery of regeneration services in Inverclyde will be undertaken and, once completed, a report will be submitted to the Committee for consideration.

Mr Nicol left the meeting at this point.

610 Environment & Regeneration Revenue Budget 2012/13 - Period 5 610

There was submitted a report by the Chief Financial Officer and the Corporate Director Environment, Regeneration & Resources on the position of the Revenue Budget 2012/13 as at Period 5 (31 August 2012) which showed a projected underspend of £424,000, excluding earmarked reserves.

Decided:

(1) that the Committee note the projected underspend in waste disposal costs as contained within the report may be overstated, that officers are reviewing the position and will report back to the next meeting of the Committee; and

(2) that, otherwise, the Committee note the current projected underspend of £424,000 for 2012/13 as at 31 August 2012.

611 Environment & Regeneration Capital Programme 2012/13 to 2014/15 - Progress 611

There was submitted a report by the Corporate Director Environment, Regeneration & Resources and the Chief Financial Officer on the position of the projects within the Environment & Regeneration Capital Programme.

Noted

612 Representations on Planning Applications 612

There was submitted a replacement report by the Corporate Director Environment, Regeneration & Resources (1) making recommendations in relation to the timescales for the submission of written representations on planning applications, consideration of which had been continued from the meeting of the Committee held on 30 August 2012 to allow it to consider the views of the Planning Board and (2) advising of the views of the Planning Board in this regard.

Decided:

(1) that the Committee note the views of the Planning Board in relation to the timescales for the submission of written representations on planning applications; and

ENVIRONMENT & REGENERATION COMMITTEE - 25 OCTOBER 2012

(2) that it be agreed that, except in the case of applications being presented to the Planning Board, any written representations on applications submitted under Planning and Listed Building legislation and received after the date for representation specified in either the neighbour notification form or newspaper notice, whichever is later, be accepted if the application is undetermined and that, where an application is to be presented to the Planning Board, any representation received within 14 clear days of the date of the Planning Board at which the application is first to be considered not be accepted.

613 Port Glasgow Strategic Regeneration Project Update**613**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources updating the Committee on the progress of the further consultation and the implementation of proposals for the regeneration of Port Glasgow town centre.

Decided:

(1) that the Committee note the progress to date in respect of the proposals for the regeneration of Port Glasgow town centre and that further progress reports will be submitted for Members' information and consideration in due course; and

(2) that it be noted a regeneration plan for the long term development will be brought forward for Members' consideration in early 2013.

614 Development of Community Facilities in Inverclyde**614**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources updating the Committee on and seeking agreement to a number of issues relating to the development of community facilities at Woodhall - Port Glasgow, Gibshill - Greenock, Wellington - Greenock and Inverkip.

Decided: that the Committee note the progress to date, the financial matters to be clarified and that a further report will be submitted to the Education & Communities Committee, the client committee, in January 2013 prior to being considered as part of the budget setting process in February 2013.

615 Sail Inverclyde Ltd and Sail Inverclyde Trading Ltd**615**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources advising that following the delivery of the successful Tall Ships Events in 1999 and 2011 the Boards of Sail Inverclyde Ltd and Sail Inverclyde Trading Ltd have decided to wind up the companies and cease trading.

Councillors Clocherty and McCormick declared non-financial interests in this matter as Board Members of Sail Inverclyde Ltd/Sail Inverclyde Trading Ltd. They also formed the view that the nature of their interests and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Noted

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616 EU Funded Programmes**616**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources updating Members on the funding position in relation to the ESF Inverclyde Employability Programme and the ERDF Employer Engagement and Job Brokerage initiative.

Councillor Ahlfeld declared a non-financial interest in this matter as a Director of Inverclyde Community Development Trust. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision making process.

Decided:

- (1) that it be agreed to make representation to the Scottish Government on the need to ensure that resources are identified to enable the continued operation of the local Employability Pipelines until at least the end of 2013; and
- (2) that approval be given to a further match-funding contribution, should the Scottish Government provide funding to extend the Employability Pipeline until at least the end of 2013.

617 Regeneration Fund Programme 2012-2013 - Performance Update**617**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources updating the Committee on the delivery of the contracts funded through the Regeneration Fund Programme 2012-2013.

Councillor Ahlfeld declared a non-financial interest in this matter as a Director of Inverclyde Community Development Trust. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision making process.

Decided:

- (1) that the Committee note the performance of the Regeneration Fund Programme 2012-2013;
- (2) that the Corporate Director Environment, Regeneration & Resources be authorised to continue to pursue European funding opportunities and where appropriate accept them;
- (3) that delegated authority be granted to the Corporate Director Environment, Regeneration & Resources to develop specifications and tender packages for the Fund post April 2013; and
- (4) that delegated authority be granted to the Corporate Director Environment, Regeneration & Resources to carry forward any underspends in the 2012/13 allocation as an earmarked reserve.

618 Community Benefits from Procurement**618**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources apprising Members of the current position regarding the development of the Inverclyde Community Benefits programme and future opportunities.

Councillor Ahlfeld declared a non-financial interest in this matter as a Director of Inverclyde Community Development Trust. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision making process.

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Decided:

- (1) that the update on Inverclyde Construction Plus and the Community Benefits activity be noted;
- (2) that authority be given to the further delivery of the Community Benefits programme, embedded in all appropriate contracts being issued by Inverclyde Council and renewed as formal Inverclyde Council policy; and
- (3) that the Policy & Resources Committee be requested to approve the continued use of Community Benefits clauses and enhance the process with a 5% weighting being incorporated within upcoming construction contracts, to be reviewed after 6 months with a view to increasing the weighting to 10% if appropriate.

619 Zero Waste Scotland Funding**619**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources advising of Zero Waste Scotland's intention to provide funding for the inception of new initiatives.

Decided:

- (1) that the Committee note the contents of the report and feedback any comments to officers;
- (2) that it be remitted to the Head of Environmental & Commercial Services to progress the works identified in the report in respect of glass collection in high rise and tenemental properties; and
- (3) that it be remitted to the Head of Environmental & Commercial Services to work with Zero Waste Scotland and to maximise any external funding opportunities in respect of glass recycling and increased participation in accordance with the Council's corporate approach to external funding.

620 Office and Depot Rationalisation Programme - Funding Model**620**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval of (1) changes to the Office and Depot Rationalisation Programme and (2) the latest Funding Model.

Decided:

- (1) that approval be given to the alterations to the Office Rationalisation Programme as set out in section 4 of the report;
- (2) that the Committee approve the revised cost of £4,030,000 for the Central Library offices and that delegated authority be granted to the Head of Legal & Democratic Services to accept the most economically advantageous tender provided it is within the project budget;
- (3) that tenders be invited for the Pottery Street Depot civic amenity site and that delegated authority be granted to the Head of Legal & Democratic Services to accept the most economically advantageous tender provided it is within the project budget;
- (4) that approval be given to the costs of £2,330,000 for the Wallace Place Office and Library and £820,000 for the Port Glasgow hub office;
- (5) that a report on the future use of Gourock Municipal Buildings, including input from the Ward Councillors, be submitted to a future meeting of the Committee; and
- (6) that the Committee note consideration is being given to using a funding mechanism which will reduce the Council's costs and, if this proves viable, a report will be submitted to the November meeting of the Policy & Resources Committee.

ENVIRONMENT & REGENERATION COMMITTEE - 25 OCTOBER 2012

- 621 Greenock Town Centre Parking Strategy and Decriminalised Parking Enforcement - Business Case Findings 621**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) informing the Committee of the business case findings for the Greenock Town Centre Parking Strategy and (2) seeking approval to apply to Scottish Ministers for consent to introduce Decriminalised Parking Enforcement (DPE) throughout Inverclyde and to prepare a scheme for the implementation of DPE throughout Inverclyde.
(Councillor Nelson entered the meeting during consideration of this item of business).
- Decided:**
- (1) that the Committee note the findings of the business case developed for the introduction of DPE within Inverclyde as detailed in section 7 of the report;
 - (2) that approval be given to the application to Scottish Ministers for the introduction of DPE throughout Inverclyde on the basis of Option 2 as set out in the report;
 - (3) that it be remitted to the Head of Environmental & Commercial Services to progress and implement DPE scheme Option 2 including authority to invite tenders for the back office support and to seek grant funding from Strathclyde Partnership for Transport;
 - (4) that approval be given to the promotion of a Traffic Regulation Order to implement a Restricted Zone in Cathcart Square;
 - (5) that the provision of temporary additional policing resources as outlined in paragraph 9.6 of the report be considered as part of the budget setting process;
 - (6) that the Committee note the Summer 2014 timescale to implement DPE;
 - (7) that the intention to use existing enforcement/warden staff to provide business resilience be noted; and
 - (8) that officers undertake a review after the first year of operation and report thereon to the Committee.
- Councillor McEleny left the meeting at this juncture.
- 622 Proposed Traffic Regulation Order - The Inverclyde Various Locations, Inverclyde (No Stopping) Order 2012 622**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order - The Inverclyde Various Locations, Inverclyde (No Stopping) Order 2012.
Decided: that The Inverclyde Council be recommended to make the Traffic Regulation Order - The Inverclyde Various Locations, Inverclyde (No Stopping) Order 2012 and that it be remitted to the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services to arrange for implementation of the Order.
- 623 Proposed Traffic Regulation Order - Knowe Road, Greenock (Waiting Restrictions) Order 2012 623**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order - Knowe Road, Greenock (Waiting Restrictions) Order 2012.

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Decided: that The Inverclyde Council be recommended to make the Traffic Regulation Order - Knowe Road, Greenock (Waiting Restrictions) Order 2012 and that it be remitted to the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services to arrange for implementation of the Order.

624 Proposed Traffic Regulation Order - A770 Cloch Road, Gourock (Revocation and Maximum Speed Limit) Order 2012 624

There was submitted a report by the Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order - A770 Cloch Road, Gourock (Revocation and Maximum Speed Limit) Order 2012.

Decided: that The Inverclyde Council be recommended to make the Traffic Regulation Order - A770 Cloch Road, Gourock (Revocation and Maximum Speed Limit) Order 2012 and that it be remitted to the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services to arrange for implementation of the Order.

625 Proposed Traffic Regulation Order - A761 Kilmacolm Road, Port Glasgow; Port Glasgow Road, Kilmacolm (Maximum Speed Limit) Order 2012 625

There was submitted a report by the Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order - A761 Kilmacolm Road, Port Glasgow; Port Glasgow Road, Kilmacolm (Maximum Speed Limit) Order 2012.

Decided: that The Inverclyde Council be recommended to make the Traffic Regulation Order - A761 Kilmacolm Road, Port Glasgow; Port Glasgow Road, Kilmacolm (Maximum Speed Limit) Order 2012 and that it be remitted to the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services to arrange for implementation of the Order.

626 Proposed Traffic Regulation Order - B788 Kilmacolm Road, Greenock; Auchmountain Road, Port Glasgow; Auchenfoil Road, Kilmacolm (Maximum Speed Limit) Order 2012 626

There was submitted a report by the Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order - B788 Kilmacolm Road, Greenock; Auchmountain Road, Port Glasgow; Auchenfoil Road, Kilmacolm (Maximum Speed Limit) Order 2012.

Decided: that The Inverclyde Council be recommended to make the Traffic Regulation Order - B788 Kilmacolm Road, Greenock; Auchmountain Road, Port Glasgow; Auchenfoil Road, Kilmacolm (Maximum Speed Limit) Order 2012 and that it be remitted to the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services to arrange for implementation of the Order.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in the respective paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item.

ENVIRONMENT & REGENERATION COMMITTEE - 25 OCTOBER 2012

Item	Paragraph(s)
Extension to Lighting Maintenance Contract (LMC)	6, 8 & 9
Business Gateway Contract	6 & 8
Permission to Negotiate with a Single Supplier - Architectural Services for Wallace Place Refurbishment	6 & 8
Lady Octavia Workshop, Greenock	2, 6 & 9
Property Assets Management Report	2, 6 & 9

627 Extension to Lighting Maintenance Contract (LMC) 627

It was noted that this item had been withdrawn from the agenda.

628 Business Gateway Contract 628

There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) on the current position with Business Gateway Services and (2) seeking authority to continue to participate in the Business Gateway tri-partite agreement with Renfrewshire and East Renfrewshire Councils.

Decided:

- (1) that agreement be given to continued participation in the Business Gateway tri-partite agreement with Renfrewshire Council as lead authority; and
- (2) that it be noted the Minute of Agreement between Inverclyde Council and Renfrewshire Council will be revised to reflect that any risks in relation to the new contract lie solely with Renfrewshire Council.

629 Permission to Negotiate with a Single Supplier - Architectural Services for Wallace Place Refurbishment 629

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to negotiate with a single supplier for the provision of architectural services for Wallace Place refurbishment.

Decided: that, in accordance with Standing Order 11.1 of the Council's Standing Orders relating to Contracts, approval be given to negotiation of a contract for the provision of architectural services for Wallace Place refurbishment, with the previous framework consultant for architectural services, on terms favourable to the Council as determined by the Corporate Director Environment, Regeneration & Resources.

630 Lady Octavia Workshop, Greenock 630

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a proposal for the lease of Lady Octavia Workshop, Greenock and the Committee agreed to the action recommended, all as detailed in the appendix.

631 Property Assets Management Report**631**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on activities and proposals for the management of the Council's property assets. Following consideration, the Committee agreed to the action recommended in respect of the management and provision of allotments, a site at William Street, Port Glasgow and premises in Bank Street, Greenock, all as detailed in the appendix.

Education and Communities Committee**Tuesday 30 October 2012 at 3pm**

Present: Councillors Brennan, Campbell-Sturgess, Clocherty, Loughran, McCabe, McColgan, McEleny, Shepherd and Wilson, Rev F Donaldson and Father M McMahon, Church Representatives, Mr R Thomson, Parent Representative and Mr T Tracey, Teacher Representative.

Chair: Councillor Loughran presided.

In attendance: Corporate Director Education, Communities & Organisational Development, Head of Education, Head of Inclusive Education, Culture & Corporate Policy, Ms E Hamilton and Ms P Allan (Education Services), Head of Safer & Inclusive Communities, Libraries, Museum and Archives Manager, Mr F Jarvie (for Head of Legal & Democratic Services), Chief Financial Officer, Mr I Cameron and Ms A Edmiston (Finance Services), Head of Property Assets & Facilities Management, Mr E Montgomery (Property Assets & Facilities Management) and Corporate Communications Manager.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

632 Apologies, Substitutions and Declarations of Interest**632**

Apologies for absence were intimated on behalf of Councillors Grieve, Jones and Rev MacLean.

Declarations of interest were intimated as follows:-

Agenda Item 3 (Clune Park Regeneration: Progress Report) - Councillors McCabe, McEleny and Wilson.

Agenda Item 4 (Transfer of Exhibit from McLean Museum and Art Gallery) - Councillors Clocherty, McCabe and Wilson.

633 Communities 2012/13 Revenue Budget Period 5 to 31 August 2012 and Capital Report 2012/16 - Progress**633**

There was submitted a report by the Chief Financial Officer and Corporate Director Education, Communities & Organisational Development on (1) the 2012/13 Revenue Budget position as at period 5 to 31 August 2012 and (2) the status of the projects forming the Communities Capital Programme 2012/16 and the overall financial position.

Decided:

- (1) that the Committee note the current projected underspend of £108,000 in the 2012/13 Revenue Budget as at 31 August 2012; and
- (2) that the progress of the projects forming the Communities Capital Programme 2012/16 be noted.

EDUCATION AND COMMUNITIES COMMITTEE - 30 OCTOBER 2012

634 Clune Park Regeneration: Progress Report**634**

There was submitted a report by the Head of Safer & Inclusive Communities providing an update on the proposed regeneration of the Clune Park Area, Port Glasgow. Councillors McCabe and McEleny declared non-financial interests in this matter as Members of the Board of River Clyde Homes and Councillor Wilson declared a non-financial interest as a Director of Link Housing Association. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided:

- (1) that the Committee note the current progress towards the regeneration of the Clune Park Area of Port Glasgow; and
- (2) that further progress updates be submitted to future meetings of the Committee.

635 Transfer of Exhibit from McLean Museum and Art Gallery**635**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking approval for the transfer of ownership of an item from the collections of the McLean Museum and Art Gallery to Riverside Inverclyde. Councillors Clocherty, McCabe and Wilson declared non-financial interests in this matter as members of the Board of Riverside Inverclyde. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided: that approval be given to the transfer of ownership of the "Torch" engine from the McLean Museum and Art Gallery collection to Riverside Inverclyde on the basis set out in the report.

636 Better Regulation Consultation**636**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development advising the Committee of Inverclyde Council's response to the Scottish Government's consultation on proposals for a Better Regulation Bill.

Decided: that the response by Inverclyde Council to the consultation on the Better Regulation Bill detailed in the report be noted.

637 Prison Watch Scotland (HMP Greenock)**637**

There was submitted a report by the Head of Safer & Inclusive Communities advising of the introduction of Prison Watch Scotland (HMP Greenock) which provides an opportunity for members of the public to report any suspicious or criminal activity in and around the prison using a dedicated telephone number.

Decided: that the Committee note the progress of Prison Watch at HMP Greenock.

The Committee commenced consideration of the Education items of business at 4pm with Father McMahon, Rev Donaldson, Mr Thomson and Mr Tracey joining the meeting at this point.

EDUCATION AND COMMUNITIES COMMITTEE - 30 OCTOBER 2012

Prior to the commencement of business, the Convener welcomed Rev Fraser Donaldson, who had recently been appointed as the third religious representative on the Committee.

638 Education 2012/13 Revenue Budget - Period 5 to 31 August 2012 638

There was submitted a report by the Chief Financial Officer and Corporate Director Education, Communities & Organisational Development on the 2012/13 Revenue Budget position as at period 5 to 31 August 2012.

Decided:

- (1) that the Committee note the current projected underspend of £259,000 for 2012/13 as at 31 August 2012; and
- (2) that approval be given to the virement of £23,000 detailed in appendix 4 to the report.

639 Education Capital Programme 2012 - 16/17 - Progress 639

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and Chief Financial Officer on the progress of the Capital Programme 2012-16/17.

Decided:

- (1) that the Committee note the progress of the specific projects detailed in appendix 1 to the report; and
- (2) that the Committee note the review of the School Estate Funding Model which is a separate item on the agenda.

640 Review of School Estate Funding Model 2012 640

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and Chief Financial Officer (1) providing an update on the current position of the School Estate Funding Model and (2) seeking approval of the revised model.

Decided:

- (1) that the Committee approve the revised Funding Model and associated changes highlighted in paragraph 6.1 of the report; and
- (2) that it be noted that the financial implications of the revised model will be built in to the Council's revised Financial Strategy to be submitted to the Inverclyde Council in December 2012.

The Convener being of the opinion that the undernoted report by the Corporate Director Education, Communities & Organisational Development and Chief Financial Officer was relevant, competent and urgent moved its consideration in terms of the relevant Standing Order to allow the Committee to be informed of the opportunities arising from the annual review of the School Estate Management Plan Funding Model at the earliest opportunity. This was agreed unanimously.

EDUCATION AND COMMUNITIES COMMITTEE - 30 OCTOBER 2012

- 641 School Estate Management Plan (SEMP) - Review of Funding Model and Possible Opportunities 641**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development and Chief Financial Officer advising the Committee of the opportunities arising from the annual review of the SEMP Funding Model.
- Decided:**
- (1) that support be given to the proposals contained in the report, that the Council Leader write to the Government seeking increased Government Grant towards the proposal and that the Committee be provided with updates in respect of the Government's response;
 - (2) that the financial implications be remitted to the Policy & Resources Committee and thereafter fed into the 2013/16 budget process;
 - (3) that Officers communicate the Committee's decisions to the affected schools; and
 - (4) that it be agreed that Highlanders Academy is no longer surplus to requirements and that a report be submitted to the next meeting of the Environment & Regeneration Committee seeking approval to bring the school back into use as temporary decant accommodation to support the SEMP.
- 642 Education, Communities & Organisational Development Directorate Performance Report 642**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the progress made by the Education, Communities & Organisational Development Directorate in achieving its objectives as set out in the current Directorate Plan.
- Decided:** that the Committee endorse the progress in the reported areas of the Directorate's work.
- 643 Update on Progress with the Implementation of Curriculum for Excellence 643**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing information on the progress being made with the implementation of Curriculum for Excellence.
- Decided:** that the Committee note the ongoing progress being made with the implementation of Curriculum for Excellence in Inverclyde.
- Councillor Wilson left the meeting at this juncture.
- 644 Additional Support Needs (ASN) Preventative Spend 644**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development on proposals for an initial investment in Additional Support Needs (ASN) services with a view to accruing significant savings. There was circulated to the Committee, replacement paragraph 6.1 of the report.
- Decided:**
- (1) that the Committee approve an initial investment in ASN services as detailed in the report in order to accrue significant savings; and
 - (2) that it be noted that the investment will start to pay back in two years' time and will begin to produce savings in three years.

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- 645 Talented Children and Young Persons Fund 645**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on the use of the endowment for talented children and young people in Inverclyde.
- Decided:**
- (1) that the Committee note the report and the continued support provided to talented young people in Inverclyde; and
 - (2) that the annual accounts for the Talented Children and Young Persons Fund for the year ending 31 March 2012 be noted.
- 646 School Leaver Destination Results Follow-Up Exercise 2010-11 646**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing the Committee with information relating to the exercise undertaken in spring 2012 as a follow-up to the school leaver destination results of 2010-11.
- Decided:** that the Committee note the statistical information contained in the report relating to school leaver destinations.
- 647 Parental Involvement Strategy 647**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the contents of the review of the Parental Involvement Strategy and the development plans for the coming years.
(Mr Thomson left the meeting during consideration of this item of business).
- Decided:** that the Committee note the review of the Parental Involvement Strategy and the development plans for future years.
- 648 School Green Charters 648**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on School Green Charters.
- Decided:**
- (1) that the report be noted; and
 - (2) that a report be submitted to a future meeting of the Committee on the position in relation to the Walking to School and Cycling to School Initiatives.
- 649 Permission to Seek Tenders for the Provision of Mainstream School Transport to Commence in August 2013 649**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development requesting authority to obtain tenders for the provision of mainstream school transport services with a value greater than £250,000 and also transport for Ardgowan Primary School pupils during the time of their location within the former Sacred Heart Primary School building.
- Decided:** that authority be granted to the Corporate Director Education, Communities & Organisational Development to seek tenders for transport services for (i) mainstream pupils for up to four years in line with the rolling programme of contracts and (ii) Ardgowan Primary School pupils during the period of their location within the former Sacred Heart Primary School building.

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(b) Proposed extension to and change of use of hot food take-away to form a restaurant:**The Food Club, 2A Market Place, Kilmacolm (12/0250/IC)**

Decided: that planning permission be granted subject to the following conditions:-

- (1) that no development shall commence on site until a sample of the proposed wall finish has been submitted to and approved in writing by the Planning Authority, to ensure that finishing material is consistent within this location;
- (2) that notwithstanding the depiction of a roller shutter on the extension, no development shall commence until full details of the roller shutter have been submitted to and approved in writing by the Planning Authority. For the avoidance of doubt the roller shutter shall comply with the Council's Planning Practice Advice Note No.12, to ensure that the roller shutter is acceptable with reference to PPAN No.12; and
- (3) that the developer shall secure the implementation of an archaeological watching brief, to be carried out by an archaeological organisation acceptable to the Planning Authority during all reasonable times and allowed to record, recover and report items of interest and finds. A method statement for the watching brief will be submitted by the applicant, agreed by the West of Scotland Archaeological Service, and approved by the Planning Authority prior to commencement of the watching brief. The name of the archaeological organisation retained by the developer shall be given to the Planning Authority and to the West of Scotland Archaeology Service in writing not less than 14 days before the development commences, to allow for archaeological monitoring of any and all groundbreaking work associated with the proposed development and to accord with Scottish Government Policy.

**(c) Erection of residential housing development:
Arran Avenue, Port Glasgow (09/0230/IC)**

Decided: that planning permission be granted subject to the following conditions:-

- (1) that prior to the use of any external materials on the houses, walls, fences or hard standings hereby permitted, samples of all such materials shall be submitted to and approved in writing by the Planning Authority. Development shall then proceed utilising the approved materials, or any alternative agreed in writing by the Planning Authority, to enable the Planning Authority to retain effective control of facing materials in the interests of visual amenity;
- (2) that prior to the commencement of work on site full details of a landscaping scheme and programme for completion shall be submitted to and approved by the Planning Authority. Development shall then proceed as approved unless any alternative is agreed in writing by the Planning Authority, to ensure an appropriate landscaping scheme within the development;
- (3) that any of the trees, areas of grass or planted shrubs approved in terms of condition 2 above that die, become diseased, are damaged or removed within 5 years of planting shall be replaced with others of a similar size and species within the following planting season, to the satisfaction of the Planning Authority, to ensure the retention of the approved landscaping scheme;
- (4) that details of maintenance and management for the landscaping approved in terms of condition 2 above shall be submitted to and approved in writing by the Planning Authority prior to the start of construction of the development hereby permitted. Management and maintenance shall commence upon completion of the landscaping, to ensure the maintenance of the approved landscaping scheme;

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(5) that prior to the commencement of work on site, a bond to cover the costs of the implementation of the approved landscaping scheme inclusive of play area and kick pitch shall be lodged with the Council, to ensure the provision of the approved landscaping scheme, play area and kick pitch;

(6) that prior to the commencement of work on site full details of the play area layout, equipment, materials and furniture shall be submitted to and approved in writing by the Planning Authority. The play area shall then be provided and available for use to the satisfaction of the Planning Authority prior to the occupation of the 42nd house on site, to ensure the provision of an appropriate play area within a suitable timescale;

(7) that prior to the last of the dwellinghouses hereby permitted being occupied, the kick pitch shall be provided and available for use to the satisfaction of the Planning Authority, to ensure the provision of the kick pitch within a suitable timescale;

(8) that the development shall not commence until a risk assessment, including any necessary remediation strategy with timescale for implementation, of all pollutant linkages has been submitted to and approved, in writing by the Planning Authority. The investigations and assessment shall be site-specific and completed in accordance with acceptable codes of practice. The remediation strategy shall include verification/validation methodologies. This may be incorporated as part of a ground condition report and should include an appraisal of options, to satisfactorily address potential contamination issues in the interests of environmental safety;

(9) that on completion of remediation and verification/validation works and prior to the site being occupied, the developer shall submit a Completion Report for approval, in writing by the Planning Authority, confirming that the works have been carried out in accordance with the remediation strategy. This report shall demonstrate that no pollutant linkages remain or are likely to occur and include (but not be limited to) a collation of verification/validation certificates, analysis information, remediation lifespan, maintenance/aftercare information and details of imported/disposed/reused materials relevant to the site, to provide verification that remediation has been carried out to the Authority's satisfaction;

(10) that the presence of any previously unrecorded contamination or variation to reported ground conditions that becomes evident during site works shall be brought to the attention of the Planning Authority within one week. Consequential amendments to the remediation strategy shall not be implemented unless it has been submitted to and approved, in writing by the Planning Authority, to ensure that all contamination issues are recorded and dealt with appropriately;

(11) that no material shall be imported onto the site until written details of the source of the imported material has been submitted for approval, in writing by the Planning Authority. The details which shall be submitted no later than four weeks prior to the material being imported onto the site shall include the source of the imported material, any potential source(s) of contamination within 50 metres of the source of the material to be imported and verification analysis information. The material must not be imported on to the site until written approval has first been received from the Planning Authority. The material from the source agreed only shall be imported in strict accordance with these agreed details, to protect receptors from the harmful effects of imported contamination;

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(12) that prior to the start of development, details of a survey for the presence of Japanese Knotweed shall be submitted to and approved in writing by the Planning Authority and that, for the avoidance of doubt, this shall contain a methodology and treatment statement where any is found. Development shall not proceed until treatment is completed as per the methodology and treatment statement. Any variation to the treatment methodologies will require subsequent approval by the Planning Authority prior to development starting on site, to help arrest the spread of Japanese Knotweed in the interests of environmental protection;

(13) that all surface water drainage from the site shall be treated in accordance with the principles of the Sustainable Urban Drainage Systems Manual (C697) (CIRIA 2007). Before development commences, details shall be submitted to and approved in writing by the Planning Authority of the maintenance regime for the water detention areas, to ensure surface water runoff is appropriately controlled to reduce the risk of flooding;

(14) that prior to the implementation of the Sustainable Urban Drainage System on site, the existing overgrown burn which the detention pond drains into must be cleared and ditched to the satisfaction of the Planning Authority together with the submission of a maintenance regime for the existing burn which must be agreed in writing by the Planning Authority, to ensure that post development flow pathways result in no ponding or flooding of properties;

(15) that prior to the commencement of works on site, full details of an upgrade to the existing culvert carrying the burn which the detention pond drains into under Old Greenock Road shall be submitted to and approved in writing by the Planning Authority. Works to upgrade the culvert shall then be completed to the satisfaction of the Planning Authority prior to the implementation of the Sustainable Urban Drainage System on site, to ensure that post development flow pathways result in no ponding or flooding of properties;

(16) that prior to the commencement of works on site full drainage calculations shall be submitted to and agreed in writing by the Planning Authority. For the avoidance of doubt, the run-off from the site will require to be limited to 7l/s/ha, to ensure the adequacy of drainage arrangements within the site and that surface water runoff is limited to reduce the risk of flooding;

(17) that prior to the commencement of works on site full details of all field drains to be installed on site will also require to be submitted to and agreed in writing by the Planning Authority. Works shall then proceed as approved unless any alternative is agreed in writing by the Planning Authority, to ensure the adequacy of drainage arrangements;

(18) that no development shall take place above the culvert between the detention pond and the burn it drains into, to protect the culvert to ensure that no ponding or flooding of property occurs;

(19) that prior to the commencement of works on site the applicant shall demonstrate to the Planning Authority that an agreement has been reached with SEPA and Scottish Water regarding the discharge of surface water from the site to allow connection to the sewer, to ensure drainage arrangements are acceptable to SEPA and Scottish Water;

(20) that prior to the commencement of work on site, details of the phasing of the development shall be submitted to and approved by the Planning Authority. Development shall then proceed as approved unless any alternative is agreed in writing by the Planning Authority, to retain effective control over the phasing of the development in the interests of visual amenity;

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(21) that a visibility splay of 2.4m x 43m x 1.05m shall be achieved at the junction of the development with Arran Avenue, to the satisfaction of the Planning Authority, to ensure a safe vehicular access to Arran Avenue, in the interests of road safety;

(22) that prior to each dwellinghouse hereby permitted being occupied, all roads and footways leading to it shall be surfaced to a sealed base course, to ensure the provision of acceptable safe access facilities during construction;

(23) that prior to the last of the dwellinghouses hereby permitted being occupied, all roads and footways within the application site shall be completed to a final sealed wearing course, to ensure the provision of acceptable safe access facilities during construction; and

(24) that no development shall take place within the development site as outlined in red on the approved plan until the developer has secured the implementation of a programme of archaeological works in accordance with a written scheme of investigation which has been submitted by the applicant, agreed by the West of Scotland Archaeology Service, and approved by the Planning Authority. Thereafter the developer shall ensure that the programme of archaeological works is fully implemented and that all recording and recovery of archaeological resources within the development site are undertaken to the satisfaction of the Planning Authority in agreement with the West of Scotland Archaeology Service, to allow for recording and recovery of antiquity.

**(d) Change of use of shop to hot food take-away:
74B Belville Street, Greenock (12/0210/IC)**

The report recommended that planning permission be granted subject to a number of conditions.

Decided: that planning permission be refused for the following reasons:-

(1) as the odours emanating from the hot food take-away would be detrimental to the amenity of the residents of the flats above the premises, contrary to Policy H1 of the Local Plan; and

(2) as the proposal would result in an overprovision of hot food take-aways in the locality.

**(e) Change of use from class 1 retail to class 11 assembly and leisure:
Former Post Office, 34 Nicolson Street, Greenock (12/0283/IC)**

Decided: that planning permission be granted.

**(f) External alterations including installation of condenser units:
Greenock Sports Centre, 26 Nelson Street, Greenock (12/0271/IC)**

Councillors Loughran, McColgan and Wilson declared non-financial interests in this matter as Members of the Board of Inverclyde Leisure and left the hall. Councillor Brooks assumed the Chair.

Decided: that planning permission be granted subject to the condition that the air conditioning units, hereby approved, shall not be operated outwith the hours 8am to 10pm, to prevent noise nuisance to adjoining residents.

Councillors Loughran, McColgan and Wilson returned to the meeting following consideration of this item of business and Councillor Wilson resumed the Chair.

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**(g) Provision of new community sports facility, car parking, grass football pitch and associated works:
Rankin Park, Inverkip Road, Greenock (12/0272/IC)**

The Head of Regeneration & Planning declared an interest in this matter as client officer and left the meeting.

Decided: that planning permission be granted subject to the following conditions:-

(1) that prior to the use of any external materials on the pavilion, walls, or hard standings hereby permitted, samples of all such materials shall be submitted to and approved in writing by the Planning Authority. Development shall then proceed utilising the approved materials, or any alternative agreed in writing by the Planning Authority, to enable the Planning Authority to retain effective control of facing materials in the interests of visual amenity;

(2) that prior to the commencement of work on site full details of a landscaping scheme and programme for completion shall be submitted to and approved by the Planning Authority. Development shall then proceed as approved unless any alternative is agreed in writing by the Planning Authority, to ensure an appropriate landscaping scheme within the development;

(3) that any of the trees, areas of grass or planted shrubs approved in terms of condition 2 above that die, become diseased, are damaged or removed within 5 years of planting shall be replaced with others of a similar size and species within the following planting season, to ensure the retention of the approved landscaping scheme;

(4) that details of maintenance and management for the landscaping approved in terms of condition 3 above shall be submitted to and approved in writing by the Planning Authority prior to the start of construction of the development hereby permitted. Management and maintenance shall commence upon completion of the landscaping, to ensure the retention of the approved landscaping scheme;

(5) that the proposed access road and car park shall be finished and available for use by vehicles prior to the occupation and use of the new pavilion hereby permitted, to the satisfaction of the Planning Authority, to ensure suitable car parking and access in the interests of road safety;

(6) that the development shall not commence until a risk assessment, including any necessary remediation strategy with timescale for implementation, of all pollutant linkages has been submitted to and approved, in writing by the Planning Authority. The investigations and assessment shall be site-specific and completed in accordance with acceptable codes of practice. The remediation strategy shall include verification/validation methodologies. This may be incorporated as part of a ground condition report and should include an appraisal of options, to satisfactorily address potential contamination issues in the interests of environmental safety;

(7) that on completion of remediation and verification/validation works and prior to the site being occupied, the developer shall submit a Completion Report for approval, in writing by the Planning Authority, confirming that the works have been carried out in accordance with the remediation strategy. This report shall demonstrate that no pollutant linkages remain or are likely to occur and include (but not be limited to) a collation of verification/validation certificates, analysis information, remediation lifespan, maintenance/aftercare information and details of imported/disposed/reused materials relevant to the site, to provide verification that remediation has been carried out to the authority's satisfaction;

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(8) that the presence of any previously unrecorded contamination or variation to reported ground conditions that becomes evident during site works shall be brought to the attention of the Planning Authority within one week. Consequential amendments to the remediation strategy shall not be implemented unless it has been submitted to and approved, in writing by the Planning Authority, to ensure that all contamination issues are recorded and dealt with appropriately;

(9) that no material shall be imported onto the site until written details of the source of the imported material have been submitted for approval, in writing by the Planning Authority. The details which shall be submitted no later than four weeks prior to the material being imported onto the site shall include the source of the imported material, any potential source(s) of contamination within 50 metres of the source of the material to be imported and verification analysis information. The material must not be imported on to the site until written approval has first been received from the Planning Authority. The material from the source agreed only shall be imported in strict accordance with these agreed details, to protect receptors from the harmful effects of imported contamination; and

(10) that prior to the start of development, details of a survey for the presence of Japanese Knotweed shall be submitted to and approved in writing by the Planning Authority and that, for the avoidance of doubt, this shall contain a methodology and treatment statement where any is found. Development shall not proceed until treatment is completed as per the methodology and treatment statement. Any variation to the treatment methodologies will require subsequent approval by the Planning Authority prior to development starting on site, to help arrest the spread of Japanese Knotweed in the interests of environmental protection.

POLICY & RESOURCES COMMITTEE - 13 NOVEMBER 2012

Policy & Resources Committee

Tuesday 13 November 2012 at 3 pm

Present: Provost Moran, Councillors Brooks, Clocherty, MacLeod, McCabe, McCormick, McIlwee, Nelson, Loughran and Rebecchi.

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Education, Communities & Organisational Development, Corporate Director Inverclyde Community Health & Care Partnership, Chief Financial Officer, Head of Legal & Democratic Services, Head of Organisational Development HR & Communications, Head of Property Assets & Facilities Management, Transitional Head of ICT, Business/Democratic Services Manager, Finance Manager, Revenues and Customer Services Manager, Corporate Communications Manager and Ms K McCreedy (for Corporate Policy & Partnership Manager).

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

- | | | |
|------------|--|------------|
| 652 | Apologies, Substitutions and Declarations of Interest | 652 |
| | An apology for absence was intimated on behalf of Councillor Wilson. | |
| | Councillors McCabe, MacLeod, McIlwee and Loughran declared interests in agenda item 6 (Governance of External Organisations - Annual Report). | |
| 653 | Policy & Resources Capital Programme - 2012/13 - 14/15 - Progress | 653 |
| | There was submitted a report by the Corporate Director Environment, Regeneration & Resources and the Chief Financial Officer (1) providing an update on the status of the projects forming the Policy & Resources Capital Programme 2012/13 - 14/15 and (2) highlighting the actual spend as at 30 September 2012. | |
| | Noted | |
| 654 | Capital Programme 2012/15 | 654 |
| | There was submitted a report by the Chief Financial Officer on the latest position of the 2012/15 Capital Programme. | |
| | Noted | |
| 655 | Policy & Resources Committee 2012/13 Revenue Budget - Period 6 | 655 |
| | There was submitted a report by the Chief Executive, Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer on the 2012/13 projected outturn for the Policy & Resources Committee Revenue Budget as at Period 6 (30 September 2012). | |

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Decided:

- (1) that the Committee note the projected underspend of £758,000 for the Policy & Resources Committee Revenue Budget as at Period 6;
- (2) that the virement request of £48,240 set out in appendix 4 to the report be approved; and
- (3) that approval be given to funding the remedial works of £10,300 to 4 John Wood Street, Port Glasgow from the Common Good Fund.

656

General Fund Revenue Budget 2012/13 - Period 6

656

There was submitted a report by the Chief Financial Officer (1) on the position of the General Fund Revenue Budget as at Period 6 (30 September 2012) and (2) providing an update in respect of earmarked reserves and workstream savings.

Decided:

- (1) that the Committee note the latest position in respect of the 2012/13 Revenue Budget and the General Fund Reserve;
- (2) that the Committee note the good progress being made in the delivery of workstream savings; and
- (3) that it be noted that a report elsewhere on the agenda provides an update in respect of the 2013/16 Budget.

657

Governance of External Organisations - Annual Report

657

There was submitted a report by the Chief Financial Officer providing an update in respect of the operation of the new approach to monitoring the governance adopted by the Council's main partners and suppliers.

The following Members declared non-financial interests in this item:

Councillor MacLeod as a Director of Inverclyde Council on Disability and Parklea Branching Out.

Councillor McIlwee as a Director of Evergreen.

Councillor McCabe as a Board Member of Kilmacolm Community Centre Co. Ltd.

Councillor Loughran as a Board Member of Inverclyde Leisure.

All of the Members formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided:

- (1) that the Committee note the performance in the first period of operation of the Council's approach to monitoring the governance of external organisations and the commitment from the Corporate Management Team to improve performance over the next 12 months;
- (2) that the Committee approve the proposed list of organisations to form the 2013 exercise as detailed in the report; and
- (3) that a further report be submitted to the Committee no later than November 2013.

658

Treasury Management - Mid-Year Review Report 2012/13

658

There was submitted a report by the Chief Financial Officer on the operation of the treasury function and its activities at the mid year of 2012/13 in compliance with the CIPFA Code of Practice on Treasury Management.

Decided:

- (1) that the Committee note the contents of the mid-year review report on Treasury

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Management for 2012/13 and homologate the exceeding of Council limits as detailed in paragraph 4.13 of the report; and

(2) that the mid-year review report be remitted to The Inverclyde Council for approval.

659 Insurance Fund Position as at 30 September 2012 659

There was submitted a report by the Chief Financial Officer (1) advising the Committee of the position of the Council's Insurance Fund as at 30 September 2012 and (2) highlighting a number of relevant issues.

Decided: that the Committee note the contents of the report and the continued financial benefits which the Council is achieving from the current insurance strategy.

660 Former Organisational Improvement & Resources Directorate Performance Report 660

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on progress towards the achievement of key objectives as set out in the Directorate Plan 2011/12 for the former Organisational Improvement & Resources Directorate and performance in relation to meeting the performance targets as detailed within the Plan.

Decided:

(1) that the Committee note that the report reflects progress made by Services within the former Organisational Improvement & Resources Directorate in delivering the key objectives and performance targets as detailed in the Directorate Plan; and

(2) that it be noted that the Directorate Plan for the former Organisational Improvement & Resources Directorate will be carried forward until the new financial year.

661 Environment, Regeneration & Resources Directorate Performance Report 661

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the progress made by the former Regeneration & Environment Directorate in achieving its key objectives as set out in its Directorate Plan for 2011/12 and performance in relation to key performance indicators.

Decided:

(1) that the Committee endorse the performance information contained in the report; and

(2) that it be noted that further reports on performance will be submitted to future meetings of the Committee.

662 Revenue Budget 2013/16 - Update 662

There was submitted a report by the Chief Financial Officer (1) providing an update on the position of the 2013/16 Revenue Budget and (2) seeking decisions in respect of a number of matters.

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Decided:

- (1) that the Committee note the contents of the report and the proposed revised base budget position;
- (2) that the Committee note the letter received from the Cabinet Secretary and the conditions attached to receiving the full Government grant settlement for 2013/14;
- (3) that approval be given to the unavoidable pressures as outlined in appendix 2 to the report;
- (4) that approval be given to the proposal to replace the recurring contingency of £420,000 with a one-off earmarked reserve of £600,000 for the period 2013/16;
- (5) that approval be given to the 1% efficiency/operational savings advanced by the Corporate Management Team for the period 2013/15, contained in appendix 3; and
- (6) that it be noted that a further update in respect of the 2013/16 budget will be submitted to a meeting of The Inverclyde Council on 20 December 2012.

663 Review of Standing Orders Relating to Contracts and Financial Regulations 663

There was submitted a report by the Head of Legal & Democratic Services requesting the Committee to (1) approve (a) the revised Standing Orders relating to Contracts set out in appendix 1 to the report and (b) the revised Financial Regulations forming appendix 2 and (2) recommend their formal adoption by the Council.

Decided: that the item be continued to the next meeting of the Committee to allow consideration of the report by the Strategic Leadership Forum.

664 Customer Service Strategy 2012-14 664

There was submitted a report by the Chief Financial Officer seeking approval for the Council's first Customer Service Strategy and progression of the actions contained within the strategy.

Decided: that approval be given to the Customer Service Strategy 2012-14 appended to the report.

665 Welfare Reform Update and Associated Budget Pressure 665

There was submitted a report by the Chief Financial Officer (1) providing an update on welfare reform changes which will have a significant impact on the Council and (2) seeking approval of an unavoidable budget pressure to commence in 2013.

Decided:

- (1) that the Committee note the issues raised in the report;
- (2) that approval be given to the "direction of travel" in respect of the Scottish Welfare Fund outlined in paragraph 6.6 of the report and delegated authority be granted to officers to progress matters as required;
- (3) that authority be granted to the Chief Financial Officer in consultation with other relevant officers to utilise the DWP Earmarked Reserve Fund to ensure that the Council is in a position to deliver its responsibilities in respect of the changes brought about by welfare reform by 1 April 2013;
- (4) that it be agreed that £1.3m be allocated by 2015/16 to meet the estimated financial impacts on the Council of the welfare reform agenda; and
- (5) that further update reports be submitted to the Committee as required.

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666 Living Wage

666

There was submitted a replacement report by the Head of Organisational Development, HR & Communications advising the Committee of how the Living Wage could be introduced in Inverclyde Council.

Decided:

- (1) that agreement be given to the introduction of the Living Wage from 13 November 2012 for all Council employees including sessional staff;
- (2) that the living wage of £7.45, increased to £7.50, be paid as a supplement as set out in paragraph 5.2 of the report;
- (3) that where the Council applies a wage increase, then any supplements be amended accordingly and the amount of any top up be adjusted to reflect any pay settlements;
- (4) that if the Living Wage is increased, then a further report be submitted to the Committee;
- (5) that the cost of introducing the Living Wage of £7.50 be included in the budget process for 2013/14 onwards and this year's impact be met from surpluses; and
- (6) that when the Council reviews the current Pay and Grading Model, the Living Wage be incorporated into the design of the Model.

667 Attendance Management

667

There was submitted a report by the Head of Organisational Development, HR & Communications setting out the Council's approach to attendance management.

Decided: that the Committee note the relative success achieved by the Council to date in managing attendance.

668 Revised Temporary Employee Protocol

668

There was submitted a report by the Head of Organisational Development, HR & Communications requesting the Committee to approve amendments to the Temporary Employee Protocol.

Decided:

- (1) that agreement be given to the amendments to the Temporary Employee Protocol as outlined in paragraphs 5.2 to 5.7 of the report;
- (2) that the proposal made by the trade unions that the right to request a permanent contract change from 4 years of service to 3 years, as detailed in paragraph 5.8 of the report, be not included and that there be no change to the current arrangement; and
- (3) that the changes, once approved, also be reflected in the Council's redeployment policy.

669 Auto Enrolment - Pensions Funds

669

There was submitted a report by the Head of Organisational Development, HR & Communications advising the Committee of the potential budget pressure due to the changes in the way in which employees are enrolled in both the Local Government Pension Scheme, administered by the Strathclyde Pension Fund (SPFO) and the Scottish Teachers Superannuation Scheme, administered by the Scottish Public Pensions Agency (SPPA).

Decided:

- (1) that for all new starts, the Council implement auto enrolment from May 2013 and that the estimated cost of £23,000 to the Council, based on a figure of 20% of the Council's turnover of employees remaining in the pension scheme, be built into the current budget process for 2013/15;
- (2) that for all existing employees, the transitional arrangements for auto enrolment commence in October 2017 with discretion to postpone this for a further three months;
- (3) that the estimated budget implications of £460,000 be built into the budget process at the appropriate time;
- (4) that it be noted that the Council is required under new legislation to write to all current employees not in the pension scheme advising them of the Council's position; and
- (5) that the decision to purchase and maintain I-connect be delegated jointly to the Head of Organisational Development, HR & Communications and the Chief Financial Officer once more information becomes available.

670 Draft Policy for the Retention and Disposal of Documents and Records 670

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership appending a draft Policy for the Retention and Disposal of Documents and Records.

Decided:

- (1) that approval be given to the Policy for the Retention and Disposal of Documents and Records set out in the appendix to the report; and
- (2) that the Corporate Director Inverclyde Community Health & Care Partnership, through the Information Governance and Management Working Group, submit a further report on the implementation of the policy to the Corporate Management Team when appropriate.

671 Community Benefits from Procurement - Remit from Environment & Regeneration Committee 671

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a remit from the Environment & Regeneration Committee of 25 October 2012 relative to community benefits from procurement.

Decided: that approval be given to the continued use of Community Benefits clauses and to enhance the process with a 5% weighting being incorporated within upcoming construction contracts, to be reviewed after 6 months with a view to increasing the weighting to 10% if appropriate.

672 School Estate Management Plan (SEMP) Review of Funding Model and Possible Opportunities - Remit from Education & Communities Committee 672

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on a remit from the Education & Communities Committee of 30 October 2012 relative to the financial implications arising from its decision to support the proposals contained in the report on opportunities arising from the annual review of the SEMP Funding Model.

POLICY & RESOURCES COMMITTEE - 13 NOVEMBER 2012

Decided: that the financial implications be considered as part of the 2013/16 Budget, conditional on the Government committing to grant support.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in the respective paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item.

Item	Paragraph(s)
Business Property Renovation Allowance Scheme	6
Expiring ICT Software Contracts - Procurement Summary	6, 8 and 9
Arrangements for Disposal of Stage 3 Grievances - Equal Pay Claims	12

673 Business Property Renovation Allowance Scheme 673

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval for officers to progress proposals in respect of an innovative funding model to deliver part of the office accommodation asset management plan and the Committee agreed to the recommendations contained in the report, all as detailed in the appendix.

674 Expiring ICT Software Contracts Procurement Summary 674

There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) advising the Committee of the current contractual situation with regard to 3 ICT suppliers and (2) requesting permission to negotiate new maintenance contracts rather than proceed to tender to replace the systems.

Decided: that approval be given to the ongoing use of the current maintenance contracts with the suppliers listed for (a) Chris 21 (HR Payroll System), (b) LAGAN (Enterprise Case Management) and (c) SWIFT (Social Care Management System).

675 Arrangements for Disposal of Stage 3 Grievances - Equal Pay Claims 675

There was submitted a report by the Head of Organisational Development, HR & Communications seeking approval to have Stage 3 grievance appeals heard by a panel of Chief Officers to be selected by the Chief Executive in relation only to those grievances specified in the report.

Decided: that authority be granted to the Chief Executive to dispose of the Stage 3 grievances as detailed in the report through the establishment of panels consisting of Chief Officers selected by him for that purpose.

GENERAL PURPOSES BOARD – 14 NOVEMBER 2012

General Purposes Board**Wednesday 14 November 2012 at 3.00 pm**

Present: Councillors Ahlfeld, Brennan, Brooks, Campbell-Sturgess, Dorrian, Jones, Loughran, McColgan and Rebecchi.

Chair: Councillor Dorrian presided.

In attendance: Mr F Jarvie (for Head of Legal & Democratic Services), Sergeant David Macdonald, Strathclyde Police.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.

676 Apologies, Substitutions and Declarations of Interest 676

Apologies for absence were intimated on behalf of Councillors Grieve, MacLeod, McEleny and McIlwee.

Councillor Brooks substituting for Councillor Grieve, Councillor MacLeod substituting for Councillor McEleny and Councillor Clocherty substituting for Councillor McIlwee.

Councillor Clocherty and McColgan declared an interest in agenda item 11 (Application for Street Trader's Licence: Carla O'Neill and Derek Collins)

677 Taxi Fares Review 2012 677

There was submitted a report by the Head of Legal & Democratic Services requesting the Board to determine the taxi fares and scale charges following the annual review.

Mr Jarvie advised the Board that no objections or representations were received within the statutory period of one month following the date of the advertisement.

Decided: that it be remitted to the Head of Legal & Democratic Services to make the necessary arrangements to implement the new taxi fares and scales with effect from Sunday 25 November 2012 and to be completed by the following Sunday 2 December 2012.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7(A) of the Act.

678 Application for Taxi Driver's Licence: Mark O'Neill 678

There was submitted a report by the Head of Legal & Democratic Services on an application for grant of a Taxi Driver's Licence by Mr O'Neill following a Police representation.

GENERAL PURPOSES BOARD – 14 NOVEMBER 2012

Mr Jarvie advised the Board that Mr O'Neill contacted the Licensing Office intimating that he had not received the necessary papers which had been posted to him. Mr O'Neill therefore requested that his application be continued to the next meeting of the Board.

Decided: that the application be continued to the next meeting of the Board.

679 Application for Taxi Driver's Licence: David Harper 679

There was submitted a report by the Head of Legal & Democratic Services on an application for the grant of a Taxi Driver's Licence by Mr Harper following a Police representation.

Mr Harper was present.

The Board heard Sergeant Macdonald in support of the police representation and Mr Harper in support of his application.

Decided: that the application be granted.

Councillor Loughran arrived at the meeting following the above item.

680 Application for Taxi Driver's Licence: Stephen Donnachie 680

There was submitted a report by the Head of Legal & Democratic Services on an application for the grant of a Taxi Driver's Licence by Mr Donnachie following a Police representation.

Mr Donnachie was present.

The Board heard Sergeant Macdonald in support of the Police representation and Mr Donnachie in support of his application.

Decided: that the application be granted.

681 Application for Taxi Driver's Licence: James Fraser 681

There was submitted a report by the Head of Legal & Democratic Services on an application for the grant of a Taxi Driver's Licence by Mr Fraser following a Police objection.

Mr Fraser was not present or represented.

The Board agreed to consider Mr Fraser's application in his absence.

The Board heard Sergeant Macdonald in support of the Police objection.

Decided: that the application be refused.

682 Request for Suspension of Taxi Driver's Licence: Neil Rankin 682

There was submitted a report by the Head of Legal & Democratic Services requesting the Board to consider upholding the immediate suspension of the Taxi Driver's Licence granted to Mr Rankin and also consider continuation of the suspension.

GENERAL PURPOSES BOARD – 14 NOVEMBER 2012

Mr Rankin was not present or represented.

The Board heard Sergeant Macdonald who intimated the background of the immediate suspension of Mr Rankin's Taxi Driver's Licence on 1 October 2012. Sergeant Macdonald requested the Board to consider continuation of the suspension for the unexpired portion of his licence.

Decided:

- (a) to uphold the immediate suspension; and
- (b) to continue the suspension for the unexpired portion of Mr Rankin's Taxi Driver's Licence (31 March 2013)

683 Application for Taxi Driver's Licence: William Smiley

683

There was submitted a report by the Head of Legal & Democratic Services on an application for the renewal of Taxi Driver's Licence by Mr William Smiley following an adverse medical report.

Mr Smiley was present with his representative, Mr Aidan Gallagher, Solicitor.

The Board heard Mr Gallagher in support of his client's application who intimated the further medical examination request by the Committee at their last meeting was not carried out to their full satisfaction and requested the Board to continue his client's application to the next meeting of the Board for a further examination to take place.

Mr Jarvie advised the Board that a further examination had been requested and undertaken albeit the details of the report were not as specific as the Board may have wished to assist members in their deliberations.

Decided:

- (a) that a further medical examination be undertaken;
- (b) that requests be made for the medical report to contain specific details and results of tests carried out;
- (c) that the Council's independent medical practitioner consult with Mr Smiley's own GP; and
- (d) continue the application to the next meeting of the Board.

684 Application for Taxi Operator Licence: Vehicle Specially Adapted for the Disabled: John Ian Ellis

684

There was submitted a report by the Head of Legal & Democratic Services on an application for renewal of Taxi Operator Licence by Mr Ellis. Mr Ellis was present at the start of the meeting and notified the Clerk that he had not received any documentation or notification of attending the meeting today and had been informed by another Operator that he was due to attend.

The Clerk, in consultation with the Chair agreed that the application may be continued to a further meeting of the Board and for the documentation to be re-issued to Mr Ellis.

Decided: that the application be continued to the next meeting of the Board.

685 Application for Taxi Driver's Licence: Arthur Cox**685**

There was submitted a report by the Head of Legal & Democratic Services on an application for the grant of a Taxi Driver's Licence by Mr Cox following a Police objection.

Mr Cox was not present or represented.

The Board agreed to consider Mr Cox's application in his absence.

The Board heard Sergeant Macdonald in support of the Police objection.

Decided: that the application be refused.

Sergeant Macdonald left the meeting after consideration of this item.

Councillor Clocherty declared an interest in the following item as he is a Board Member of Riverside Inverclyde who lodged an objection to the application and left the meeting. Councillor McColgan also declared an interest in the following item as a former Council employee and known to the applicant and left the meeting.

686 Application for Street Trader's Licence: Carla O'Neill and Derek Collins**686**

There was submitted a report by the Head of Legal & Democratic Services on the grant of a Street Trader's Licence by Ms O'Neill and Mr Collins to operate a moveable stall trading in hot and cold food and beverages situated at Pottery Street, Greenock between the hours of 8 am and 9 pm Monday to Sunday.

Mr Jarvie advised the Board that letters of objection had been received from Riverside Inverclyde and Mr and Mrs Davidson.

Ms O'Neill and Mr Collins were present. Mrs Davidson, objector was present.

The Board heard Mrs Davidson in support of her objection and Ms O'Neill and Mr Collins in support of their application.

Mrs Davidson provided a location map to the Board which Miss O'Neill and Mr Collins had sight of before being circulated to Members.

There followed a full discussion on the application.

Decided: that the application be refused by reasons of:

- (i) location and character of the premises/vehicle;
- (ii) public safety with regard to parking and road traffic related issues; and
- (iii) the regeneration aims in relation to economic development plans for the area.

Ms O'Neill requested a statement of reasons which was noted.

HUMAN RESOURCES APPEALS BOARD – 27 NOVEMBER 2012

Human Resources Appeals Board**Tuesday 27 November 2012 at 1pm****Present:** Councillors Brennan, Brooks, Jones and Shepherd.**Chair:** Councillor Brooks presided.**In attendance:** Mr J Hamilton (for Head of Legal & Democratic Services) and Mr A Wilson (for Head of Organisational Development, HR & Communications).**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.****687 Apologies, Substitutions and Declarations of Interest****687**

An apology for absence was intimated on behalf of Councillor McIlwee.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting for the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 7(A) of the Act.

688 Grievance Appeal: Employee in Property Assets & Facilities Management**688**

The Board considered a grievance appeal on behalf of an employee in Property Assets & Facilities Management and agreed that the grounds of the appeal had not been substantiated and that the appeal be not upheld, all as detailed in the appendix.