

**APPOINTMENT PANEL - HEAD OF LEGAL & PROPERTY SERVICES -  
29 NOVEMBER 2013**

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**Appointment Panel - Head of Legal & Property Services**

**Friday 29 November 2013 - 9am**

**Present:** Councillors K Brooks, T Loughran and S McCabe, Mr J Mundell, Chief Executive, Mr A Fawcett, Corporate Director Environment, Regeneration & Resources and Mr B Moore, Corporate Director Inverclyde CHCP.

**Present also:** Mr A Moore, Head of Organisational Development, HR & Communications (Adviser to the Panel).

**Chair:** Mr Mundell presided.

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

**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.**

**763 Shortlisting and Arrangements for Interview of Applicants - Post of Head of Legal & Property Services 763**

There were submitted copies of applications received from 16 candidates for the post of Head of Legal & Property Services.

The Panel decided to call a shortlist of 5 candidates for interview, all as detailed in the appendix and thereafter make an appointment.

**THE INVERCLYDE COUNCIL - 5 DECEMBER 2013**

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**The Inverclyde Council**

**Thursday 5 December 2013 at 4pm**

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

**Chair:** Provost Moran presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Acting Corporate Director Environment, Regeneration & Resources, Head of Legal & Democratic Services, Legal Services Manager (Procurement/Conveyancing), Head of Finance, Head of Community Care & Health, Head of Environmental & Commercial Services, Environmental Services Manager (Transport & Waste Collection), Mr M Higginbotham (Environmental & Commercial Services), Head of Inclusive Education, Culture & Corporate Policy, Head of Organisational Development, HR & Communications, Head of Regeneration & Planning, Head of Safer & Inclusive Communities, Libraries, Museum & Archives Manager, Mr A McClintock (Property Assets & Facilities Management), Business/Democratic Services Manager and Corporate Communications Manager.

Prior to the commencement of business, the Council observed a minute's silence for the victims of The Clutha helicopter tragedy in Glasgow.

**764 Apologies and Declarations of Interest**

**764**

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

Declarations of interest were intimated as follows:-

Agenda Item 4 (Protection from Eviction (Bedroom Tax) (Scotland) Bill: Consultation Paper - Request by Councillor McCabe) - Councillors Ahlfeld, McCabe, McEleny, McIlwee and Wilson; and

Agenda Item 16 (Proposed Compulsory Purchase Order - Remit from Environment & Regeneration Committee) - Councillor McEleny.

**765 Annual Audit Report 2012/13**

**765**

There was submitted a report by the Chief Executive appending the Annual Audit Report for 2012/13 issued by Grant Thornton, the Council's External Auditors.

Mr Gary Devlin of Grant Thornton was present, spoke to the report and commented positively on the Council.

**Decided:** that the Council endorse the contents of the Annual Audit Report 2012/13 and that the Council's thanks to officers for their strong leadership be recorded.

THE INVERCLYDE COUNCIL - 5 DECEMBER 2013

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

766	<b>General Purposes Board - 9 October 2013</b>	766
	Approved on the motion of Councillor Dorrian.	
767	<b>The Inverclyde Council - 10 October 2013</b>	767
	Approved on the motion of Provost Moran.	
768	<b>Grants Sub-Committee - 22 October 2013</b>	768
	Approved on the motion of Councillor Clocherty.	
769	<b>Audit Committee - 22 October 2013</b>	769
	Approved on the motion of Councillor Ahlfeld.	
770	<b>Appointment Panel - Corporate Director Education, Communities &amp; Organisational Development - 22 October 2013</b>	770
	Approved on the motion of Councillor McCabe.	
771	<b>Inverclyde CHCP Sub-Committee - 24 October 2013</b>	771
	Approved on the motion of Councillor McIlwee.	
772	<b>Environment &amp; Regeneration Committee - 31 October 2013</b>	772
	Approved on the motion of Councillor McCormick.	
773	<b>Local Police &amp; Fire Scrutiny Sub-Committee - 5 November 2013</b>	773
	Approved on the motion of Councillor Loughran.	
774	<b>Education &amp; Communities Committee - 5 November 2013</b>	774
	Approved on the motion of Councillor Loughran.	
775	<b>Planning Board - 6 November 2013</b>	775
	Approved on the motion of Councillor Brooks.	
776	<b>Local Review Body - 6 November 2013</b>	776
	Approved on the motion of Councillor Wilson.	

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- 777 General Purposes Board - 13 November 2013 777**
- Approved** on the motion of Councillor Dorrian.
- 778 Appointment Panel - Corporate Director Education, Communities & Organisational Development - 18 November 2013 778**
- Approved** on the motion of Councillor McCabe.
- 779 Policy & Resources Committee - 19 November 2013 779**
- Approval of the minute as a correct record was moved by Councillor McCabe seconded by Councillor Clocherty. Councillor McCabe seconded by Councillor Clocherty moved with reference to paragraph 747 (Media and Social Media Protocol) that the decision of the Committee as minuted be approved. As an amendment, Councillor McEleny seconded by Councillor Ahlfeld moved that the introduction of the new Media and Social Media Protocol be agreed subject to deletion of “after” and substitution of “at the same time” under the heading Distribution of Press Releases. Councillor McCabe indicated his willingness to accept Councillor McEleny’s amendment and this was agreed unanimously.
- Decided:** that the minute as amended be approved.
- 780 Environment & Regeneration Committee (Special) - 27 November 2013 780**
- Approved** on the motion of Councillor McCormick.
- 781 Human Resources Appeals Board - 28 November 2013 781**
- Approved** on the motion of Councillor Brooks.
- 782 Planning Board - 4 December 2013 782**
- Approved** on the motion of Councillor Wilson.
- 783 Local Review Body - 4 December 2013 783**
- Approved** on the motion of Councillor Wilson.
- 784 Protection from Eviction (Bedroom Tax) (Scotland) Bill: Consultation Paper - Request by Councillor McCabe 784**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a request from Councillor McCabe that the Council support the principles set out in the consultation paper on the proposed Protection from Eviction (Bedroom Tax) (Scotland) Bill and appending a draft response for Members’ consideration.

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Non-financial interests in this item were declared by the following Members:-

Councillor Ahlfeld as a Board Member of River Clyde Homes;

Councillor McCabe (a) as Board Member of River Clyde Homes and (b) in his professional capacity;

Councillor McEleny as a Board Member of River Clyde Homes;

Councillor McIlwee as a Board Member of River Clyde Homes; and

Councillor Wilson as a Director of Link Housing Association.

All 5 Members were of 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.

After consideration, Councillor McCabe seconded by Councillor Clocherty moved that the Council approve the response to the consultation paper as set out in appendix 2 to the report. As an amendment, Councillor McEleny seconded by Councillor Brooks moved that the Council note the work the Scottish Government is carrying out in mitigating the bedroom tax and not approve the response to the consultation paper as set out in appendix 2 to the report. On a vote, 4 Members voted for the amendment and 13 for the motion which was declared carried.

**Decided:** that the Council approve the response to the consultation paper on the proposed Protection from Eviction (Bedroom Tax) (Scotland) Bill as set out in appendix 2 to the report.

### 785 Welfare Champion - Motion by Councillor McEleny

785

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a motion by Councillor McEleny, countersigned by Councillor Brooks, proposing the appointment of a Welfare Champion which had been submitted in accordance with Standing Order 22 in the following terms:-

“The UK government’s Welfare Reforms, its benefits changes and cuts, are causing much hardship for many of our citizens living in Inverclyde.

Council believes that by Inverclyde Council appointing a Welfare Champion it will display to Inverclyde citizens we are dedicated in tackling the welfare cuts that are affecting so many people in Inverclyde, particularly many hundreds of vulnerable people.

Council agrees there is a need for a champion to promote the support Inverclyde Council is providing to the victims of the current Westminster coalitions welfare reform agenda.

Council notes that Cllr MacLeod has consistently campaigned for and championed the needs of our citizens who these reforms impact upon. Therefore council agrees that he shall be appointed as the Councils welfare champion.”

As an amendment, Councillor Clocherty seconded by Councillor McIlwee moved that Councillor McCabe, as Leader of the Council, be appointed as the Council’s Welfare Champion and that a report on the role of the Welfare Champion be submitted to the next meeting of the Policy & Resources Committee.

On a vote, 5 Members voted for the motion and 10 for the amendment which was declared carried.

**Decided:** that Councillor McCabe, as Leader of the Council, be appointed as the Council’s Welfare Champion and that a report on the role of the Welfare Champion be submitted to the next meeting of the Policy & Resources Committee.

## THE INVERCLYDE COUNCIL - 5 DECEMBER 2013

- 786 Council Commercial Letting Policies - Motion by Councillor Campbell-Sturgess 786**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a motion by Councillor Campbell-Sturgess, countersigned by Councillor Brooks, in relation to a proposed change to the Council's commercial letting policies which had been submitted in accordance with Standing Order 22 in the following terms:-  
 "That this Council resolves that a report be presented to the Policy & Resources Committee on introducing a change of the Council's Commercial Letting Policies to restrict the operating of Gambling Establishments from Council-let properties".  
**Decided:** unanimously, that a full review of the Council's commercial letting policy be carried out examining the potential development of an ethical policy and that a report on the matter be submitted to the Policy & Resources Committee.
- 787 The Local Government Accountability and Transparency (Scotland) Bill: Consultation - Request by Councillor McCabe 787**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a request from Councillor McCabe that the Council make a response as part of the consultation process on a proposed Bill to promote greater accountability and transparency in local government.  
**Decided:** that the Council note the request by Councillor McCabe that the Council make a response as part of the consultation process on the proposed Local Government Accountability and Transparency (Scotland) Bill and that the matter be remitted to a meeting of the Policy & Resources Executive Sub-Committee to be arranged prior to the response deadline in January 2014.
- 788 Review of Victoria Day Public Holiday 788**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval to amend the principle applied in setting the date of the Victoria Day public holiday, to enable the position to be harmonised with neighbouring authorities' local school holidays, with effect from 2015.  
**Decided:** that it be agreed the Victoria Day public holiday be fixed as the last Monday in May and that this be implemented from 2015.
- 789 Clyde Valley Infrastructure Investment Fund (CVIIF) 789**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) providing an update on the Clyde Valley Infrastructure Investment Fund (CVIIF) and (2) highlighting the corporate implications of the Fund during both the current development phase and should the Fund progress successfully in the future. The Head of Regeneration & Planning advised that the Council's contribution to the overall cost of the consultancy support being provided by KPMG was now £41,673, together with £1,750 for consultancy costs, and that there would be further dialogue with Riverside Inverclyde on the cost estimate of up to £10,000 for working up projects.  
**Decided:**  
 (1) that the Council note the content of the report, the increased costs and the progress to date alongside anticipated timescales for further development of the Clyde Valley Infrastructure Investment Fund;

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(2) that the Council note the significant financial and resource implications the Fund may have if successfully agreed with HM Treasury and Scottish Government and approve the proposals specified in paragraph 5.3 of the report as updated above; and  
 (3) that Officers carry out an assessment of the costs and benefits of participation as part of the budget process.

**790 Update of Financial Strategy 2013/2021 790**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval of the revised Financial Strategy 2013/14 - 2020/21 appended to the report.

**Decided:** that the latest revision of the Financial Strategy for 2013/14 - 2020/21 as set out in the appendix to the report be approved.

**791 Proposed Traffic Regulation Order - Nelson Street etc, Greenock (Traffic Management) Order 2013 791**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the proposed Traffic Regulation Order - Nelson Street etc, Greenock (Traffic Management) Order 2013.

**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) to (3) and Parts III and IV of Schedule 9 of the Road Traffic Regulation Act 1984 to regulate the direction of traffic flow in Nelson Street, Kilblain Street and Nicolson Street, Greenock and to create and revoke turning movement bans on the associated side roads, 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.

**792 The Living Wage - Request by Councillor McCabe 792**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a request from Councillor McCabe that the Council agree to the inclusion of a section on the Living Wage within all Council tenders with immediate effect.

**Decided:** that approval be given to the inclusion of the section set out in the appendix to the report on the Living Wage within all Council tenders with immediate effect.

**793 Treasury Management - Mid-Year Review Report 2013/14 - Remit from Policy & Resources Committee 793**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a remit from the Policy & Resources Committee of 19 November 2013 on the Mid-Year Review Report on Treasury Management for 2013/14.

**Decided:** that the Council approve the Treasury Management Mid-Year Review Report 2013/14.

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**794 Watt Complex Refurbishment - Project Development: Remit from Policy & Resources Committee 794**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a remit from the Policy & Resources Committee of 19 November 2013 requesting the Council, as Trustees of the Watt Institution, to note the decisions of the Committee relative to the submission of a Round 1 bid to the Heritage Lottery Fund for the refurbishment of the Watt Complex.

During consideration of this matter, the Libraries, Museums & Archives Manager advised the Council that the delays brought about by the external funding process could exacerbate the rot within the building.

**Decided:** that the Council, as Trustees of the Watt Institution, note the decisions of the Policy & Resources Committee relative to the Watt Complex refurbishment.

**795 Appointment of Trustees to Peter Stanton Memorial Trust 795**

There was submitted a report by the Head of Legal & Democratic Services seeking the Council's reappointment of 3 outside Trustees to the Peter Stanton Memorial Trust given that their current term of office is due to expire on 17 February 2014.

**Decided:** that the Council agree to the appointment of Mrs Eileen Gowans, Ms Margaret McEleny and Mr John English as Trustees of the Peter Stanton Memorial Trust for a period of 4 years until 16 February 2018.

**796 Accounts of Charitable Trusts and Reorganisation 796**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources requesting the Council, as Trustees, (1) to approve the accounts of 4 charitable trusts and their filing with the Office of the Scottish Charity Regulator by the statutory deadline of 31 December 2013 and (2) to approve proposals for the winding up of 2 of the Trusts.

**Decided:** that the Council, as Trustees:

(1) approve the annual accounts for each of the 4 charities referred to in the report for the year ended 31 March 2013 and their onward transmission to the Office of the Scottish Charity Regulator (OSCR);

(2) approve payment of the remaining funds in the Queen Victoria Diamond Jubilee Fund to the Ardgowan Hospice and then wind up the Trust and remove it from the OSCR Register; and

(3) approve the submission of an application to OSCR to wind up the William Stewart of St Fillans Bequest and to distribute the remaining funds and approve a payment in equal shares to Caladh House, Greenock Medical Aid, Little Sisters of the Poor and Argyll & Clyde Acute Hospital Endowment Fund and to wind up the Trust.

**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 13 of Part I of Schedule 7(A) of the Act and for the item thereafter on the grounds 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.**



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**797 Proposed Compulsory Purchase Order: Remit from Environment & Regeneration Committee 797**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a remit from the Environment & Regeneration Committee of 31 October 2013 seeking the Council's approval to promote a Compulsory Purchase Order which was agreed, all as detailed in the appendix.

**Appendices to Minutes**

**798 Appointment Panel - Corporate Director Education, Communities & Organisational Development - 22 October 2013 798**

**Approved** on the motion of Councillor McCabe.

**799 Environment & Regeneration Committee - 31 October 2013 799**

**Approved** on the motion of Councillor McCormick.

**800 Education & Communities Committee - 5 November 2013 800**

**Approved** on the motion of Councillor Loughran.

**801 Appointment Panel - Corporate Director Education, Communities & Organisational Development - 18 November 2013 801**

**Approved** on the motion of Councillor McCabe.

**802 Policy & Resources Committee - 19 November 2013 802**

**Approved** on the motion of Councillor McCabe.

**803 Human Resources Appeals Board - 28 November 2013 803**

**Approved** on the motion of Councillor Brooks.

**GENERAL PURPOSES BOARD – 11 DECEMBER 2013**

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**General Purposes Board**

**Wednesday 11 December 2013 at 3.00 pm**

**Present:** Councillors Ahlfeld, Brennan, Campbell-Sturgess, Dorrian, Jones, Loughran, McColgan, Nelson and Shepherd.

**Chair:** Councillor Dorrian presided.

**In attendance:** Mr F Jarvie (for Head of Legal & Democratic Services) and Sergeant G Fitzpatrick, Police Scotland.

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

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

**804**

Apologies for absence were intimated on behalf of Councillor Brooks, McIlwee and Rebecchi with Councillor Nelson substituting for Councillor Brooks and Councillor Shepherd substituting for Councillor Rebecchi.

Councillor Ahfeld declared an interest in agenda item 8 (application for Street Traders Licence – David Sowter).

**805 Revised Multi-Access Vehicle Specification**

**805**

There was submitted a report by the Head of Legal & Democratic Services following a request by Councillor Ahfeld to consider: (a) the Board revisit the decision of the General Purposes Board in January 2011 to grant the use of the Peugeot Premier and Vehicles of its general type on General Public Hire Licences but not on restricted MAV Public Hire Licences and

(b) the Board revisit the decision made by the Licensing Authority in 1987 and varied in 1998 to issue Taxi Licences with a restriction allowing the vehicles to operate in Inverkip and Wemyss Bay only.

The Board heard Councillor Ahfeld in support of a review of both items. After a full discussion it was agreed that (a) and (b) above would be considered separately.

In respect of (a) Councillor Loughran moved that a review be considered and a consultation process be carried out. Councillor Campbell-Sturgess seconded the motion which was unanimously agreed.

In respect of (b) following discussion it was unanimously agreed a review and consultation be undertaken.

**Decided:**

- (i) To review the decision of the General Purposes Board in January 2011 to grant the use of the Peugeot Premier and Vehicles of its general type on General Public Hire Licences but not on restricted MAV Public Hire Licences;
- (ii) Remit to the Head of Legal & Democratic Services to consult with all appropriate bodies and arrange advertisement of consultation as required;
- (iii) To review the decision made by the Licensing Authority in 1987 and varied in 1998 to issue Taxi Licences with a restriction allowing the vehicles to operate in Inverkip and Wemyss Bay only; and

**GENERAL PURPOSES BOARD – 11 DECEMBER 2013**

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- (iv) Remit to the Head of Legal & Democratic Services to carry out a consultation process as required.

**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.**

**806      Application for Taxi Driver's Licence: Alexander Houston      806**

There was submitted a report by the Head of Legal & Democratic Services on the renewal of a Taxi Driver's Licence by Mr Houston following a Police representation.

Mr Houston was present.

The Board heard Sergeant Fitzpatrick in support of the Police representation and Mr Houston in support of his application.

**Decided:** the application be granted.

**807      Application for Taxi Driver's Licence: William Barclay      807**

There was submitted a report by the Head of Legal & Democratic Services on the renewal of a Taxi Driver's Licence by Mr Barclay following a Police objection.

Mr Barclay was not present or represented.

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

**Decided:** the application be refused.

**808      Application for General Hire Taxi Operator Licence Plate 95: SM Taxis Service Inverclyde Limited      808**

There was submitted a report by the Head of Legal & Democratic Services on the renewal of General Hire Taxi Operator Licence 95 by SM Taxis Service Inverclyde Limited following a Police representation.

Miss Stacy Miller, Director was present with her representative Mr Todd, Todd & Mitchell Solicitors

Mr Jarvie advised the Board on the background of the report.

The Board heard Sergeant Fitzpatrick in support of the Police representation and Miss Miller and Mr Todd in support of the application.

**Decided:** the application be granted.

**GENERAL PURPOSES BOARD – 11 DECEMBER 2013**

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**809      Application for General Hire Taxi Operator Licence Plate 152: SM Taxis Service      809**  
**Inverclyde Limited**

There was submitted a report by the Head of Legal & Democratic Services on the renewal of General Hire Taxi Operator Licence 152 by SM Taxis Service Inverclyde Limited following a Police representation.

Miss Stacy Miller, Director was present with her representative Mr Todd, Todd & Mitchell Solicitors.

Mr Jarvie advised the Board on the background of the report.

The Board heard Sergeant Fitzpatrick in support of the Police representation and Miss Miller and Mr Todd in support of the application.

**Decided:** the application be granted.

**810      Application for General Hire Taxi Operator Licence Plate 159: SM Taxis Service      810**  
**Inverclyde Limited**

There was submitted a report by the Head of Legal & Democratic Services on the renewal of General Hire Taxi Operator Licence 159 by SM Taxis Service Inverclyde Limited following a Police representation.

Miss Stacy Miller, Director was present with her representative Mr Todd, Todd & Mitchell Solicitors

Mr Jarvie advised the Board on the background of the report.

The Board heard Sergeant Fitzpatrick in support of the Police representation and Miss Miller and Mr Todd in support of the application.

**Decided:** the application be granted.

Councillor Loughran and Sergeant Fitzpatrick left the meeting following consideration of this item.

Councillor Ahlfeld declared a non-financial interest in the next item as he is known to the applicant and left the meeting.

**811      Application for Street Traders Licence: Mr David Sowter – Site at Gareloch Road,      811**  
**Devol Industrial Park, Port Glasgow**

There was submitted a report by the Head of Legal & Democratic Services on the grant of a Street Traders Licence by Mr Sowter following receipt of a public objection. Mr Sowter has applied to operate a moveable stall trading in hot and cold food and beverages situated at the South side of Gareloch Road, Devol Industrial Park, Port Glasgow.

Mr Sowter was present. The objector was not present or represented.

The Board heard Mr Sowter in support of his application.

**Decided:** the application be granted.

**POLICY AND RESOURCES EXECUTIVE SUB-COMMITTEE - 16 DECEMBER 2013**

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**Policy and Resources Executive Sub-Committee**

**Monday 16 December 2013 at 2.30pm**

**Present:** Councillors Clocherty, MacLeod, McCabe, McIlwee and Wilson.

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Acting Corporate Director Environment, Regeneration & Resources, Head of Finance, Head of Legal & Democratic Services, Head of Environmental & Commercial Services, Roads, Transport & Waste Collection Manager, Business/Democratic Services Manager and Corporate Procurement Manager.

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

**812 Apologies, Substitutions and Declarations of Interest 812**

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

No declarations of interest were intimated.

**813 Kerbside Glass Collection Service 813**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising the Sub-Committee of the updated position in respect of kerbside glass collections and (2) seeking approval for the resultant funding implications.

**Decided:**

(1) that the Sub-Committee note that the details of the implementation of a kerbside glass collection scheme to be rolled out to households in 2014 will be reported to the Environment & Regeneration Committee by the 2014 summer recess;

(2) that it be noted that the Head of Environmental & Commercial Services will consult with communities and householders on the implementation of the kerbside glass collection; and

(3) that it be agreed to allocate funding to kerbside glass collection as detailed in section 7.1 of the report.

**814 Evidence to Commission on Strengthening Local Democracy 814**

There was submitted a report by the Chief Executive requesting Members to consider the terms of the Council's response to the call for evidence from the Commission on Strengthening Local Democracy.

**Decided:** that approval be given to the draft response to the questionnaire issued by the Commission on Strengthening Local Democracy attached as appendix 1 to the report.

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 paragraphs 6, 8 and 9 of Part I of Schedule 7(A) of the Act.

**815      Materials Recycling Facility - Short Term Contract - Financial Implications      815**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval to allocate funding from the Inflation Contingency in 2013/15 for the short-term materials recycling facility contract as agreed by the Environment & Regeneration Committee on 27 November 2013.

**Decided:** that agreement be given to the allocation of up to £100,000 from the 2013/15 Inflation Contingency to allow Officers to accept quotes for short-term delivery of the materials recycling facility contract.

**816      Lighting Maintenance Contract - Financial Implications      816**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval to accept formally the new lighting maintenance contract which is due to start on 1 January 2014 and to approve the subsequent financial implications. The Sub-Committee agreed to the recommendations contained in the report, all as detailed in the appendix.

**APPOINTMENT PANEL - HEAD OF LEGAL & PROPERTY SERVICES -  
17 DECEMBER 2013**

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**Appointment Panel - Head of Legal & Property Services**

**Tuesday 17 December 2013 - 8.30am**

**Present:** Councillors K Brooks, T Loughran and S McCabe, Mr J Mundell, Chief Executive, Mr A Fawcett, Corporate Director Environment, Regeneration & Resources and Mr B Moore, Corporate Director Inverclyde CHCP.

**Present also:** Mr A Moore, Head of Organisational Development, HR & Communications and Mr D Parr (Advisers to the Panel).

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

**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.**

**817 Appointment of Head of Legal & Property Services**

**817**

The Panel interviewed 5 candidates and agree to appoint Mr Gerard Malone to the post of Head of Legal & Property Services, all as detailed in the appendix.

## AUDIT COMMITTEE - 7 JANUARY 2014

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### Audit Committee

Tuesday 7 January 2014 at 3pm

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

**Chair:** Councillor Rebecchi presided.

**In attendance:** Acting Corporate Director Environment, Regeneration & Resources, Head of Finance, Chief Internal Auditor and Ms G Murphy (for Head of Legal & Democratic Services).

#### 1 **Apologies, Substitutions and Declarations of Interest** 1

Apologies for absence were intimated on behalf of Councillors Jones and MacLeod, with Councillor McColgan substituting for Councillor Jones and Councillor Brooks substituting for Councillor MacLeod.

Councillor Clocherty declared an interest in agenda item 5 (External Audit Plan 2013-14).

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

#### 2 **External Audit Action Plans - Current Actions** 2

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the status of current actions from the External Audit Action Plan at 31 October 2013.

**Noted**

#### 3 **Internal Audit Progress Report - 30 September to 29 November 2013** 3

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources appending the monitoring report in respect of Internal Audit activity for the period 30 September to 29 November 2013.

During the course of discussion on this item, reference was made to the 4 outstanding 'red' Internal Audit Action Plan Points relating to Information Governance. It was noted that significant progress was being made on the items and that a report would be submitted to a future meeting of the Committee.

(Councillor Campbell-Sturgess entered the meeting during consideration of this item of business).

**Noted**

#### 4 **Local Code of Governance** 4

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources presenting the draft Local Code of Governance for approval.

**Decided:** that the draft Local Code of Governance be approved for adoption by the Council.



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**5 External Audit Plan 2013-14****5**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources presenting the External Audit Report for 2013-14 produced by Grant Thornton.

Councillor Clocherty declared a non-financial interest in this matter as a director of Riverside Inverclyde. 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.

**Noted**

Inverclyde Community Health & Care Partnership Sub-CommitteeThursday 9 January 2014 at 3 pm

**Present:** Councillors V Jones, S McCabe, J McIlwee and L Rebecchi (Inverclyde Council); Mr K Winter, Non-Executive Director, NHS Greater Glasgow & Clyde Health Board; Mrs N McFadden, Public Partnership Forum; Ms D McCrone, Staff Partnership Forum; and Mr B Moore, Corporate Director Inverclyde Community Health & Care Partnership.

**Chair:** Councillor McIlwee presided.

**In attendance:** Head of Planning, Health Improvement & Commissioning, Head of Mental Health, Addictions & Homelessness, Head of Health & Community Care, Service Manager, Mental Health & Wellbeing, Ms L Bairden (for Head of Finance), 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.**

**6 Apologies, Substitutions and Declarations of Interest 6**

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

Councillor McIlwee declared an interest in Agenda Item 10 (Governance of CHCP Commissioned External Organisations).

**7 Working Towards a Dementia Friendly Inverclyde: Inverclyde's Dementia Strategy 7**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on progress in respect of the Inverclyde Dementia Strategy with particular regard to the consultation feedback and Final Strategy and Implementation Plan.

The Sub-Committee heard a presentation on this subject by the Head of Mental Health, Addictions & Homelessness who, along with the Service Manager, Mental Health & Wellbeing, answered a number of questions from Members.

**Decided:**

- (1) that the ongoing work and progress being achieved in respect of the Inverclyde Dementia Strategy and developments and proposals as set out in the report be noted;
- (2) that it be agreed to endorse Working Together Towards a Dementia Friendly Inverclyde, the Inverclyde Dementia Strategy for 2013-16, and the Implementation Plan as set out in Appendix A to the report;
- (3) that support be given to the investment of £70,000 as outlined in paragraph 5.2 of the report to implement the Dementia Strategy detailed in Appendix B; and
- (4) that it be agreed that annual reports on the updating of the Strategy and Implementation Plans be submitted to the Sub-Committee.

**8 Community Health & Care Partnership - Financial Report 2013/14 as at Period 7 to 31 October 2013 8**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership on the 2013/14 Revenue and Capital Budget position as at Period 7 to 31 October 2013.

**Decided:**

- (1) that the Sub-Committee note the current year Revenue Budget and projected underspend of £240,000 for 2013/14 as at 31 October 2013;
- (2) that the Sub-Committee note the potential revenue contribution to fund works on Caladh House, subject to approval of a report later on the agenda;
- (3) that the Sub-Committee note that the Social Work Capital position is projected to budget at £183,000 in the current year and is on target over the life of the projects and that the Health Capital position is projected to budget at £102,000;
- (4) that the current position in respect of Earmarked Reserves be noted;
- (5) that approval be given to the proposals for the use of new Earmarked Reserves for (a) expansion of Hillend Respite Unit by 25% (£80,000 (capital)), (b) Aids and Adaptations (£50,000) and (c) Support for Young Carers (£65,000);
- (6) that approval be given to the Social Work budget virements totalling £376,370 detailed in Appendix 7; and
- (7) that the position in respect of Prescribing be noted.

**9 Update on Report of Care Inspectorate - Inspection of McPherson Centre - January 2013 9**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on the actions taken as a result of the inspection conducted by the Care Inspectorate in relation to the McPherson Centre in January 2013.

**Decided:** that the Sub-Committee note the actions put in place as a result of the inspection of the McPherson Centre and the continuing actions being taken to ensure quality service delivery.

**10 CHCP Corporate Directorate Improvement Plan - Progress Update 10**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership on progress made against the agreed actions in the CHCP's Directorate Improvement Plan 2013-2016.

**Decided:**

- (1) that the reported progress against each action in the CHCP Directorate Improvement Plan 2013-2016 be noted; and
- (2) that a briefing session be arranged for Members.

**11 Workforce Monitoring Report 11**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on workforce issues and developments including progress in terms of workforce targets.

**INVERCLYDE COMMUNITY HEALTH & CARE PARTNERSHIP SUB-COMMITTEE - 9 JANUARY 2014**


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The Head of Planning, Health Improvement & Commissioning advised the Sub-Committee of the absence rates up to October 2013 which were 4.75% and 4.74% for the Council and NHS respectively.

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

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

**12 Integrated Performance Improvement Exceptions Report 12**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership appending an Integrated Performance Improvement Exceptions Report as proposed to the Sub-Committee on 28 February 2013.

**Decided:** that the Sub-Committee agree that the report set out in Appendix 1 is both relevant and useful and that its structure and content be used to inform future performance reporting.

**13 Joint Strategic Commissioning Plan for Older People 2013-2023 13**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership appending the Joint Strategic Commissioning Plan for Older People 2013-2023.

**Decided:** that approval be given to the Joint Strategic Commissioning Plan for Older People 2013-2023 appended to the report.

**14 Caladh House (Turning Point Scotland), 14-16 Bank Street, Greenock - Building/Service Redesign Proposal 14**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership informing the Sub-Committee of the proposal to reconfigure the current premises at 14-16 Bank Street, Greenock used by Caladh House (Turning Point Scotland) to provide an adult residential care home service for 10 individuals with a learning disability, resulting in a redesigned supported accommodation/supported living service.

**Decided:** that approval be given to the proposal detailed in Option 1 to reconfigure the Bank Street building using the identified funding package set out in section 7.1 of the report.

**15 Establishing a Shadow Health & Social Care Partnership in Inverclyde 15**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on the local work being undertaken for the transition to shadow Health & Social Care Partnership arrangements in preparation for the enactment of the Public Bodies (Joint Working) (Scotland) Bill 2013.

**Decided:**

(1) that the Sub-Committee reaffirm its support for the current Inverclyde CHCP arrangements and approve the proposed process for transition to a shadow Health & Social Care Partnership from 1 April 2014; and

(2) that it be noted that a report on arrangements for the establishment of a Shadow Health & Social Care Partnership will be submitted to a meeting of the Inverclyde Council in February 2014.

**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 in paragraph 6 of Part I of Schedule 7(A) of the Act.**

**16 Governance of CHCP Commissioned External Organisations**

**16**

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing information on the CHCP governance process for externally commissioned services.

Councillor McIlwee declared a non-financial interest in this item as a member of Evergreen Home Support, Inverclyde Association for Mental Health and 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:** that the governance information appended to the report be noted.

GENERAL PURPOSES BOARD - 15 JANUARY 2014

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**General Purposes Board****Wednesday 15 January 2014 at 3pm**

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

**Chair:** Councillor Dorrian presided.

**In attendance:** Mr F Jarvie (for Head of Legal & Democratic Services), Inspector I Wood and Sergeant A O'Hare, Police Scotland.

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

**17 Apologies, Substitutions and Declarations of Interest 17**

Apologies for absence were intimated on behalf of Councillor McIlwee and Councillor Grieve with Councillor MacLeod substituting for Councillor Grieve.

There were no declarations of interest intimated.

**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.**

**18 Application for Taxi Driver's Licence: Patrick Quinn 18**

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

The Board heard Inspector Wood in support of the Police representation and Mr Quinn in support of his application.

**Decided:** the application be refused.

**19 Application for Taxi Driver's Licence: David Campbell 19**

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

Mr Campbell was not present or represented.

Mr Jarvie advised the Board on the background of the application and the terms of a letter received from Dr Kerr dated 29 November 2013 following a medical examination.

There followed a short discussion.

**Decided:** the application be refused.

**GENERAL PURPOSES BOARD - 15 JANUARY 2014**

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**20 Request for Suspension of Taxi Driver's Licence: Robert McIntyre****20**

There was submitted a report by the Head of Legal & Democratic Services requesting the Board to consider the suspension of Mr McIntyre's Taxi Driver's Licence which expires on 31 January 2014.

Mr McIntyre was not present or represented.

Mr Jarvie advised the Board that following receipt of a letter dated 11 December 2013 from Police Scotland Mr McIntyre's Taxi Driver's Licence had been immediately suspended on 12 December 2013 and requested the Board to uphold the decision of suspension and to consider whether or not the suspension is continued.

The Board heard Inspector Wood in support of the Police recommendations.

**Decided:**

- (1) to uphold the immediate suspension; and
- (2) to continue suspension for the unexpired portion of licence - 31 January 2014.

**21 Application for Taxi Driver's Licence: Matthew Smith****21**

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

Mr Smith was present.

The Board heard Inspector Wood in support of the Police objection and Mr Smith in support of his application.

**Decided:** the application be refused.

**THE INVERCLYDE COUNCIL - 16 JANUARY 2014**

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**The Inverclyde Council**

**Thursday 16 January 2014 at 2pm**

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

**Chair:** Provost Moran presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Acting Corporate Director Environment, Regeneration & Resources, Ms B Culshaw (for Corporate Director Inverclyde Community Health & Care Partnership), Head of Environmental & Commercial Services, Environmental Services Manager, Roads, Transport & Waste Collection, Mr G Malone (for Head of Legal & Democratic Services) and Mr J Kerr (Legal & Democratic Services).

**22 Apologies and Declarations of Interest 22**

Apologies for absence were intimated on behalf of Councillors Campbell-Sturgess and Grieve.

No declarations of interest were intimated.

**23 Inverclyde Flood Protection Scheme 23**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) informing the Council of the proposed funding bid to the Scottish Government and (2) seeking confirmation of the Inverclyde Flood Protection Scheme in accordance with the Flood Risk Management (Scotland) Act 2009.

**Decided:**

- (1) that it be agreed to make a bid to the Scottish Government by 21 January 2014 for funding on the basis of the estimated costs for the Flood Action Plan;
- (2) that the Council confirm the proposed Inverclyde Flood Protection Scheme in terms of Schedule 2, Paragraph 4(1)(a) of the Flood Risk Management (Scotland) Act 2009 to enable a bid for funding to be submitted;
- (3) that the Council note the proportion of the previously approved Capital Allocation which will be used to support any successful funding bid and that the balance of the Capital Allocation remains available for further flood protection works; and
- (4) that it be noted that updates on the progress of the funding bid will be submitted to the Environment & Regeneration Committee.



## ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014

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### Environment & Regeneration Committee

Thursday 16 January 2014 at 3pm

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

**Chair:** Councillor McCormick presided.

**In attendance:** Corporate Director Environment, Regeneration & Resources, Acting Corporate Director Environment, Regeneration & Resources, Ms M McCabe and Mr M Thomson (for Head of Finance), Ms V Pollock (for Head of Legal & Democratic Services), Head of Environmental & Commercial Services, Environmental Services Manager, Roads, Transport & Waste Collection, Manager of Street Scene, Burial Grounds and Registrars, Head of Regeneration & Planning, Head of Property Assets & Facilities Management, Technical Services Manager and Mr M Bingham (Corporate Communications).

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

#### **24 Apologies, Substitutions and Declarations of Interest**

24

An apology for absence was intimated on behalf of Councillor Grieve, with Councillor McEleny substituting.

Declarations of interest were intimated as follows:-

Agenda Item 7 (Employability Services - External Contracts) - Councillors Ahlfeld and Clocherty;

Agenda Item 8 (Housing Trend Monitoring and Annual Review of Local Plan's Housing Development Strategy (2012-13)) - Councillors Ahlfeld, McCabe and McEleny;

Agenda Item 13 (Masterplanning Study for Central East Greenock) - Councillors Ahlfeld, McCabe and McEleny; and

Agenda Item 14 (Riverside Inverclyde Operating Plan) - Councillors Clocherty and McCabe.

#### **25 Masterplanning Study for Central East Greenock**

25

There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) on the progress of the development of the Central East Greenock Masterplan and (2) seeking approval of the Masterplan and the development and implementation of detailed proposals for environmental improvements in line with the Masterplan.

Councillors Ahlfeld, McCabe and McEleny declared a non-financial interest in this matter as Board Members 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.

## ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014

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### **Decided:**

- (1) that the Committee approve the Central East Greenock Masterplan as outlined in Appendix A to the report;
- (2) that authority be delegated to the Corporate Director Environment, Regeneration & Resources to proceed with developing detailed proposals and the implementation thereof for environmental improvements in line with the Masterplan following consultation with the local Ward 3 Members and the local community through the Area Task Group;
- (3) that it be noted Members will be asked to consider allocating further monies to the Broomhill area as part of the 2014/16 budget; and
- (4) that progress reports be submitted to the Committee throughout the period of implementation.

### **26 Riverside Inverclyde Operating Plan**

26

There was submitted a report by the Corporate Director Environment, Regeneration & Resources and the Acting Corporate Director Environment, Regeneration & Resources on (1) the progress of the development of the Inverclyde Economic Development and Regeneration Single Operating Plan, a single plan between Riverside Inverclyde and Inverclyde Council's Regeneration Services and (2) other matters being progressed by Riverside Inverclyde.

Councillors Clocherty and McCabe declared a non-financial interest in this matter as Board Members 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:**

- (1) that the Committee note progress in relation to the development of the Inverclyde Economic Development and Regeneration Single Operating Plan and overall progress in relation to the other matters as set out in the report; and
- (2) that a Members' briefing be held in February 2014 to discuss and consult on the emerging plan proposals and that a further report outlining the detail of the Final Draft Operating Plan be submitted to the Committee in March 2014 for Members' consideration.

### **27 Environment & Regeneration Revenue Budget 2013/14 - Period 7 to 31 October 2013**

27

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources and the Head of Finance on the position of the Revenue Budget 2013/14 as at Period 7 (31 October 2013) which showed a projected underspend of £37,000.

**Decided:** that the Committee note the current projected underspend of £37,000 for 2013/14 as at 31 October 2013.

### **28 Environment & Regeneration Capital Programme 2013/14 to 2015/16 - Progress**

28

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources and the Head of Finance on the position of the projects within the Environment & Regeneration Capital Programme.

## ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014

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**Decided:** that the Committee note the current position of the Capital Programme 2013/16 and the progress of the specific projects detailed in Appendices 1 and 2 to the report.

Councillor McCabe left the meeting at this juncture.

### 29 SOLACE Indicators 29

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing an overview of the relevant SOLACE (Society of Local Authority Chief Executives) Indicators which benchmarked specific data for the financial years 2010/11 and 2011/12 and (2) highlighting Inverclyde Council's position for the Environment & Regeneration Committee Indicators and any proposed action. (Councillor McCabe returned to the meeting during consideration of this item of business).

**Decided:**

(1) that the Committee note the report and approve the proposals on the action for each of the Indicators; and

(2) that the Committee note that a report on the 2012/13 Indicators will be presented to the Committee as soon as the results are published with the performance and proposed actions and annually thereafter.

### 30 External Funding Strategy Report 30

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval of an External Funding Strategy for the period 2014-2020, a copy of which was appended to the report.

**Decided:** that the Committee approve the External Funding Strategy Document 2014-2020.

### 31 Employability Programme - 2013/14 31

There was submitted a report by the Corporate Director Environment, Regeneration & Resources on the performance and future of the Skills Development Scotland Employability Programme, formerly known as Get Ready for Work.

**Decided:**

(1) that the Committee note the content of the report; and

(2) that the Committee note the proposal to submit a new contract for the period 2014-2015 and approve acceptance of the contract should the bid be successful.

### 32 Employability Services - External Contracts 32

There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) providing contract performance information on the delivery of contracts funded via the Regeneration Fund Programme 2013-2014 for the period April-December 2013 and (2) where considered appropriate, seeking authority to extend existing contracts for an additional six months.

Councillors Ahlfeld and Clocherty declared a non-financial interest in this matter as Directors of Inverclyde Community Development Trust. 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.

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### **Decided:**

- (1) that the Committee note the performance of contracts for the period April-December 2013 as set out in annex 1 to the report;
- (2) that the Committee authorise the six month contract extension, subject to final budget approval; and
- (3) that the Corporate Director Environment, Regeneration & Resources be authorised to submit appropriate bids for European Structural Funds as they become available and to accept any offer of grant.

### **33 Housing Trend Monitoring and Annual Review of Local Plan's Housing Development Strategy (2012-13) 33**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources informing the Committee of the annual monitoring and review of the Local Plan's Housing Development Strategy.

Councillors Ahlfeld, McCabe and McEleny declared a non-financial interest in this matter as Board Members 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 endorse the findings and interpretation of this year's annual monitoring, in accordance with the requirements of Local Plan Policy H7; and
- (2) that it be noted there is sufficient capacity in the "Effective Land Supply" to meet demand and therefore there is no need to increase the land supply through greenfield release in advance of the adoption of the Local Development Plan.

### **34 Environmental and Commercial Services (Roads) Roads Defects - Proposals 34**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) on proposals to improve the effectiveness of defect management, in particular the issue of potholes, and (2) seeking approval for increased funding for the period 2014/16.

### **Decided:**

- (1) that the Committee note the various challenges faced by the Council in terms of managing roads defects;
- (2) that the Committee endorse the short and medium term actions outlined in section 7 of the report and note that updates on progress will be reported to the Committee twice per year; and
- (3) that a request for £500,000 to increase maintenance expenditure on roads defects and drainage be remitted to the 2014/16 budget process.

### **35 New Earmarked Reserves Proposals 35**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval for proposals in respect of new earmarked funds allocated to the Environment & Regeneration Committee by the Policy & Resources Committee of 24 September 2013 for play areas and improvements in parks

## ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014

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and cemeteries and further funding from reserves allocated by the Policy & Resources Committee of 19 November 2013 to upgrade and improve Kelburn Park and other Council parks adversely affected by unauthorised gypsy traveller encampments in the recent past.

**Decided:**

- (1) that the Committee approve expenditure of the available play area investment of £200,000 on upgrading Fox Street play area (£180,000) and the installation of a new play area at Gibshill, subject to further public consultation (£20,000);
- (2) that approval be given to £100,000 worth of repairs to footpaths and roadways associated with Kilmacolm, Port Glasgow and Gourrock Cemeteries and Birkmyre Park, Port Glasgow;
- (3) that approval be given to expenditure of £50,000 to review security measures at Kelburn Park and Parklea and where appropriate modify them to suit current requirements and for re-surfacing roadways and footways within Kelburn Park;
- (4) that the Committee note assessments of the wooden bridge and river defences within Kelburn Park are being carried out and that recommendations will be included within the Open Space Asset Management Plan; and
- (5) that the Committee note the position in respect of the upgrading of Coronation Park and that officers will review the original scheme and present recommendations to a future meeting of the Committee as to how to invest the available funds.

**36 Environmental and Commercial Services (Roads) - Proposed RAMP/Capital Programme for Carriageway Proprietary Surface Treatments (2014/15) 36**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the proposed capital programme for carriageway proprietary surface treatments for 2014/15.

**Decided:** that the Committee approve the programme and spend profile for 2014/15 as outlined in paragraph 5.1 of the report.

**37 Proposed Traffic Regulation Order - Disabled Persons' Parking Places (On Street) Order No 4 2013 37**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources recommending the making of a Traffic Regulation Order to accompany the provision of parking bays for the disabled.

**Decided:** that the Inverclyde Council be recommended to make the Traffic Regulation Order - Disabled Persons' Parking Places (On Street) Order No 4 2013 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.

**The Convener being of the opinion that the undernoted report by the Corporate Director Environment, Regeneration & Resources was relevant, competent and urgent moved its consideration in terms of the relevant Standing Order to allow the works and services proposed, if agreed, to be progressed at the earliest opportunity. This was agreed unanimously.**

**38 Additional Earmarked Reserves - Regeneration & Planning**

38

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval for proposals in respect of the surplus reserves allocated by the Policy & Resources Committee of 24 September 2013 for shop front improvements and further employability measures.

**Decided:**

- (1) that approval be given to the use of the surplus reserve allocation for the proposed shop front and signage upgrade works in the specified areas as set out in the report; and
- (2) that approval be given to the use of the surplus reserve allocation for the employability measures identified in paragraph 4.5 of the report.

**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.**

<b>Item</b>	<b>Paragraph(s)</b>
<b>Lighting Maintenance Contract - Update Report</b>	<b>6, 8 and 9</b>
<b>Proposed Transfer of Site of Former Mearns Centre, Greenock</b>	<b>2, 6 and 9</b>
<b>Former Tied Houses</b>	<b>2, 6 and 9</b>
<b>Ground Lease - Cardwell Road, Gourock</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Broomhill Way, Greenock</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Dubbs Road, Port Glasgow</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Dubbs Road, Port Glasgow</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Bay Street, Port Glasgow</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Moss Road, Port Glasgow</b>	<b>2, 6 and 9</b>
<b>Lease of Premises - Anderson Street, Port Glasgow</b>	<b>2, 6 and 9</b>
<b>Property Assets Management Report</b>	<b>2, 6 and 9</b>

**ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014**

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- 39 Lighting Maintenance Contract - Update Report 39**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the progress of matters relating to the previous lighting maintenance contract and the appointment of Amey Ltd for street lighting maintenance from 1 January 2014 and the Committee agreed to the action recommended, all as detailed in the appendix.
- 40 Proposed Transfer of Site of Former Mearns Centre, Greenock 40**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the current situation with the proposal to transfer land comprising the site of the former Mearns Centre and the Committee agreed to the action recommended, all as detailed in the appendix.
- 41 Former Tied Houses 41**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) on the current position of employees and sitting tenants residing within Council owned residential accommodation and (2) seeking approval for all such occupancies to be placed on a level footing by entering into appropriate tenancy agreements and the Committee agreed to the action recommended, all as detailed in the appendix.
- 42 Ground Lease - Cardwell Road, Gourrock 42**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Cardwell Road, Gourrock and the Committee agreed to the action recommended, all as detailed in the appendix.
- 43 Lease of Premises - Broomhill Way, Greenock 43**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Broomhill Way, Greenock and the Committee agreed to the action recommended, all as detailed in the appendix.
- 44 Lease of Premises - Dubbs Road, Port Glasgow 44**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Dubbs Road, Port Glasgow and the Committee agreed to the action recommended, all as detailed in the appendix.
- 45 Lease of Premises - Dubbs Road, Port Glasgow 45**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Dubbs Road, Port Glasgow and the Committee agreed to the action recommended, all as detailed in the appendix.

**ENVIRONMENT & REGENERATION COMMITTEE - 16 JANUARY 2014**

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- 46 Lease of Premises - Bay Street, Port Glasgow 46**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Bay Street, Port Glasgow and the Committee agreed to the action recommended, all as detailed in the appendix.
- 47 Lease of Premises - Moss Road, Port Glasgow 47**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Moss Road, Port Glasgow and the Committee agreed to the action recommended, all as detailed in the appendix.
- 48 Lease of Premises - Anderson Street, Port Glasgow 48**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to grant a lease of premises at Anderson Street, Port Glasgow and the Committee agreed to the action recommended, all as detailed in the appendix.
- 49 Property Assets Management Report 49**
- There was submitted a report by the Acting 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 (1) St Stephen's High School, (2) Highlanders Academy, (3) premises at Nicolson Street, Greenock and (4) premises at Alderwood Road, Port Glasgow, all as detailed in the appendix.



**POLICY AND RESOURCES EXECUTIVE SUB-COMMITTEE - 21 JANUARY 2014**

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**Policy and Resources Executive Sub-Committee**

**Tuesday 21 January 2014 at 2pm**

**Present:** Councillors Clocherty, MacLeod, McCabe, McEleny and McIlwee.

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Corporate Director Inverclyde Community Health & Care Partnership, Head of Finance, Head of Legal & Democratic Services, Head of Organisational Development, HR & Communications, Head of Property Assets & Facilities Management, Transitional Head of ICT and Business/Democratic Services Manager.

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

**50 Apologies, Substitutions and Declarations of Interest 50**

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

Councillors Clocherty, MacLeod, McCabe, McEleny and McIlwee declared an interest in Agenda Item 2 (Local Government Accountability and Transparency (Scotland) Consultation).

**51 Local Government Accountability and Transparency (Scotland) Consultation 51**

There was submitted a report by the Chief Executive asking the Sub-Committee to consider a Council response to the Local Government Accountability and Transparency (Scotland) consultation issued by John Finnie MSP which the Inverclyde Council of 5 December 2013 had remitted to the Sub-Committee.

Councillors Clocherty, MacLeod, McCabe and McIlwee declared a non-financial interest in this item as practising Christians and Councillor McEleny declared an interest as a practising Roman Catholic. 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 it be remitted to the Chief Executive to intimate the Council's response to the consultation paper prior to the response deadline of 27 January 2014 on the following basis:-

Membership of Local Authority Committees - no change to existing arrangements in respect of the appointment or voting entitlement of faith representatives to the Education Committee;

Recording of Votes - all votes taken at meetings of the Council, its Committees, Sub-Committees and Boards should be recorded to show those voting "yes", "no" and abstaining and that, in respect of other organisations, such as Arm's Length External Organisations, which are separate legal entities from the Council, it is a matter for those independent organisations to decide how to record votes; and

Webcasting - agree in principle to local authority webcasting of proceedings, subject to the availability of funding, and the retention of archived recordings for an agreed period, depending on cost, and noting that the consultation proposals are likely to have positive implications for equalities.

## EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014

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### Education and Communities Committee

Tuesday 21 January 2014 at 3pm

**Present:** Councillors Brennan, Brooks, Campbell-Sturgess, Clocherty, Loughran, McCabe, McColgan, McEleny, McIlwee and Shepherd, Rev F Donaldson and Father M McMahan, Church Representatives and Mr T Tracey, Teacher Representative.

**Chair:** Councillor Loughran presided.

**In attendance:** Corporate Director Education, Communities & Organisational Development, Mr I Cameron (for Head of Finance), Ms G Murphy (for Head of Legal & Democratic Services), Head of Safer & Inclusive Communities, Community Safety & Wellbeing Service Manager, Libraries, Museum & Archives Manager, Lead Officer, Community Learning & Development, Mr M Bingham (Corporate Communications), Head of Education, Head of Property Assets & Facilities Management, Service Manager, School Estate, Corporate Policy & Partnership Manager, Ms E Hamilton and Mr D Smith (Education Services).

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

#### 52 **Apologies, Substitutions and Declarations of Interest**

52

Apologies for absence were intimated on behalf of Rev MacLean and Mr Thomson.

Declarations of interest were intimated as follows:-

Agenda Item 10 (Review of Procedures for Grants to Voluntary Organisations) - Councillor Campbell-Sturgess.

Agenda Item 14 (Progress Report on Proposals for a Joint Social Enterprise/Community Facility in Broomhill) - Councillor McIlwee.

Agenda Item 23 (Beacon Arts Centre) - Councillor Brennan.

Agenda Item 25 (Progress Report on the Transfer of Outdoor Sports Facilities to Inverclyde Leisure) - Councillors Campbell-Sturgess, Clocherty, Loughran and McColgan.

#### 53 **Communities 2013/14 Revenue Budget Report - Period 7 to 31 October 2013 and Capital Report 2013/16 - Progress**

53

There was submitted a report by the Head of Finance and Corporate Director Education, Communities & Organisational Development on (1) the 2013/14 Revenue Budget position as at Period 7 to 31 October 2013 and (2) the status of the projects forming the Communities Capital Programme 2013/16 and the overall financial position.

**Decided:**

(1) that the Committee note the current projected underspend of £7,000 for the 2013/14 Revenue Budget as at Period 7 to 31 October 2013;

(2) that the Committee note the progress of the projects forming the Communities Capital Programme 2013/16;

## EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014

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(3) that approval be given to the virement of £120,000 to the Environment & Regeneration Committee as detailed in paragraphs 6.1 and appendix 4 to the report; and

(4) that a report be submitted to the next meeting of the Committee providing a detailed breakdown in respect of bad debts and the policy adopted in relation to debt recovery.

### 54 Clune Park Regeneration Plan - Progress Report

54

There was submitted a report by the Head of Safer & Inclusive Communities on the progress of the proposed regeneration of the Clune Park area of Port Glasgow.

**Decided:**

(1) that the Committee note the current progress and agree that further progress updates on the Clune Park Regeneration Plan be submitted to future meetings of the Committee;

(2) that the Committee authorise the acquisition, for nil consideration, of those properties listed in appendix 1 of the report, subject to any terms and conditions deemed appropriate by the Corporate Director Education, Communities & Organisational Development in consultation with the Head of Legal & Democratic Services and the Head of Finance; and

(3) that the Committee note the home loss and disturbance payments available to eligible owner-occupiers and tenants in terms of the Land Compensation (Scotland) Act 1973 as detailed in paragraph 6.4 of the report.

### 55 Improving the Effectiveness of Community Councils in Inverclyde

55

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) advising the Committee of national and local developments which result in an increased expectation of engagement with communities generally and with Community Councils in particular, (2) providing an update on progress in the implementation of Inverclyde Council's Scheme for the Establishment of Community Councils (the Scheme) as approved in 2011 and (3) making proposals to enhance Inverclyde Council's engagement with and support of Community Councils.

**Decided:**

(1) that the Committee note developments at a national and local level which highlight a need for enhancing engagement with and support for Community Councils in Inverclyde;

(2) that the progress made in the implementation of the Scheme be noted;

(3) that approval be given to proposals for enhancing Inverclyde Council's engagement with and support for Community Councils, specifically in respect of:

(a) areas with no Community Council;

(b) Community Councils with an imbalance of co-opted members;

(c) action should any areas remain without a Community Council;

(d) supporting services to engage;

(e) supporting Alliance Partners to engage;

(f) appointment of an Elected Member Champion;

(g) working with other representative organisations;

(h) a Forum of Community Councils;

(i) training and support for Community Councils;

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**EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014**


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- (j) training and support for Elected Members; and  
 (4) that it be remitted to the Inverclyde Council to appoint an Elected Member Champion.

**56 Strategy and Implementation Plan for Community Learning & Development in Inverclyde 2014 - 2017 56**

There was submitted a report by Corporate Director Education, Communities & Organisational Development seeking approval for the Strategy and Implementation Plan for Community Learning & Development (CLD) in Inverclyde 2014-2017.

**Decided:** that the Committee approve the Strategy and Implementation Plan for Community Learning and Development in Inverclyde 2014-2017 appended to the report.

**57 Proposed Management Rules (Libraries): Public Consultation Response 57**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) advising the Committee of the outcome of a statutory public consultation on the proposed management rules for libraries following the decision of the Committee at its meeting on 10 September 2013, (2) seeking approval of the rules and (3) seeking authority to report to the Inverclyde Council recommending that the rules be formally approved and that Officers be authorised to make rules in accordance with the statutory procedure.

**Decided:**

- (1) that the Committee note that no objections were received during the statutory public consultation on the proposed management rules for libraries as set out in Appendix 1 to the report;  
 (2) that the Committee approve the rules following the consultation exercise for the purposes of referral to the Inverclyde Council as set out below; and  
 (3) that the matter be referred to the Inverclyde Council to approve the rules and to authorise Officers formally to make rules in those terms in accordance with the statutory procedure.

**58 Proposed Management Rules (Museums): Public Consultation Response 58**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) advising the Committee of the outcome of a statutory public consultation on the proposed management rules for museums following the decision of the Committee at its meeting on 10 September 2013, (2) seeking approval of the rules and (3) seeking authority to report to the Inverclyde Council recommending that the rules be formally approved and that Officers be authorised to make rules in accordance with the statutory procedure.

**Decided:**

- (1) that the Committee note that no objections were received during the statutory public consultation on the proposed management rules for museums as set out in Appendix 1 to the report;  
 (2) that the Committee approve the rules following the consultation exercise for the purposes of referral to the Inverclyde Council as set out below; and

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(3) that the matter be referred to the Inverclyde Council to approve the said rules and to authorise Officers formally to make rules in those terms in accordance with the statutory procedure.

### 59 Request for Loan of Painting from McLean Museum and Art Gallery 59

There was submitted a report by the Corporate Director Education, Communities & Organisational Development advising of a request for the loan of a painting from the McLean Museum & Art Gallery.

**Decided:** that approval be given to the request for the loan of the painting "Fand and Manannan" by John Duncan to the Talbot Rice Gallery from March 2014 until May 2014 subject to matters of transport, security and insurance being arranged to the satisfaction of the Libraries, Museum & Archives Manager.

### 60 Request for Loan of Painting from McLean Museum and Art Gallery 60

There was submitted a report by the Corporate Director Education, Communities & Organisational Development advising of a request for the loan of four paintings from the McLean Museum & Art Gallery.

**Decided:** that approval be given to the request for the loan of four paintings, "The Tail of the Bank", "Dock Scene, Sharpness", "Galleons Off Dover" and "Off Dover, Barque Invermay" by Frank H Mason to Hartlepool Borough Council from March to June 2015 subject to matters of transport, security and insurance being arranged to the satisfaction of the Libraries, Museum & Archives Manager.

### 61 Review of Procedures for Grants to Voluntary Organisations 61

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) advising the Committee of the initial findings of a review of processes associated with the disbursement of Grants to Voluntary Organisations (GTVO) funding and (2) seeking approval for proposals to improve the effectiveness and impact of resources associated with Grants to Voluntary Organisations.

Councillor Campbell-Sturgess declared a non-financial interest in this matter as Chairman of 49F Greenock Air Training Corps. 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:** that delegated authority be granted to the Convener, Vice-Convener (Communities) and a representative of the Minority Groups to decide on the matter following receipt of a report providing further clarity on the registration process, the budget position and any organisations which receive more than one source of funding.

### 62 Progress Report on New Community Facilities 62

There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the current progress of the proposed new community facilities at Woodhall, Port Glasgow, Gibshill, Greenock and Inverkip.

**Decided:** that the progress made in the development of new community facilities in Inverclyde be noted.

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**EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014**


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**63 Review of Letting Policy for Community and Sporting Facilities 63**

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

**64 Update on Access Agreement for Junior Football Teams 64**

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

**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 the heading to each item.**

<b>Item</b>	<b>Paragraph(s)</b>
<b>Progress Report on Proposals for a Joint Social Enterprise/Community Facility in Broomhill</b>	<b>6 and 9</b>
<b>Beacon Arts Centre</b>	<b>4 and 6</b>
<b>Closing Order - Kilmory Terrace, Port Glasgow</b>	<b>6 and 13</b>
<b>Progress Report on the Transfer of Outdoor Sports Facilities to Inverclyde Leisure</b>	<b>6</b>

**65 Progress Report on Proposals for a Joint Social Enterprise/Community Facility in Broomhill 65**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) on the current position with regard to the proposal for a joint social enterprise/community facility at the site of the former Mearns Centre, Broomhill, Greenock and (2) requesting the Committee to confirm its commitment in principle, to providing funding for this project, subject to a number of conditions. The Committee agreed to the recommendations contained in the report, all as detailed in the appendix.

Councillor McIlwee declared a non-financial interest in this item as a member of 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.

**66 Beacon Arts Centre 66**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) providing an update on the Beacon's financial situation in the first six months of operation, (2) informing Members of a change to the Chair of the Board and (3) informing Members of a letter received from the Interim Chair of the Board. The Committee agreed to the recommendations contained in the report, all as detailed in the appendix.

## EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014

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Councillor Brennan declared a non-financial interest in this item as a member of the Board of the Beacon Arts Centre. 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.

### 67 Closing Order - 2 Kilmory Terrace, Port Glasgow 67

There was submitted a report by the Head of Safer & Inclusive Communities (1) identifying the tenement flat at 2/1, 2 Kilmory Terrace, Port Glasgow PA14 5PF as failing to meet the tolerable standard and (2) seeking the approval of the Committee to take the necessary steps to prohibit its use for human habitation.

**Decided:** that the Council make a Closing Order in terms of Section 114 of the Housing (Scotland) Act 1987, as amended, prohibiting the use of the house known as 2/1, 2 Kilmory Terrace, Port Glasgow, PA14 5PF for human habitation.

### 68 Progress Report on the Transfer of Outdoor Sports Facilities to Inverclyde Leisure 68

There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the progress made with regard to the transfer of outdoor sports facilities to Inverclyde Leisure.

Councillors Clocherty, Campbell-Sturgess, Loughran and McColgan each declared a non-financial interest in this item as members of the Board of Inverclyde Leisure. 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 delegated authority be granted to the Corporate Director Education, Communities & Organisational Development in consultation with the Head of Legal & Democratic Services and the Head of Finance and subject to an appropriate business plan being in place, to transfer the management of the outdoor sports facilities as listed in paragraph 4.3 of the report to Inverclyde Leisure on 1 July 2014.

**The Committee commenced consideration of the Education items of business at 4.25pm with Rev Donaldson, Father McMahon and Mr Tracey joining the meeting.**

### 69 Education 2013/14 Revenue Budget - Period 7 to 31 October 2013 69

There was submitted a report by the Head of Finance and Corporate Director Education, Communities & Organisational Development on the position of the Education Revenue Budget 2013/14 as at Period 7 to 31 October 2013 which projected an underspend of £35,000.

**Decided:** that the projected underspend of £35,000 for the Education Revenue Budget as at Period 7 to 31 October 2013 be noted.

### 70 Education Capital Programme 2013 - 2015/16 - Progress 70

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and Head of Finance (1) on the status of the projects forming the Education Capital Programme and (2) highlighting the overall financial position.

## EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014

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**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 and approve the change to the scope of the work to the St John's Primary School refurbishment project as noted in paragraph 7.2 of the report.

**71 Education Scotland Report on Wellpark Children's Centre 71**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the findings of the Education Scotland report on Wellpark Children's Centre. The report advised that of the Indicators of Quality, three were evaluated as "good" and two as "satisfactory".

Ms Liz Lucchesi, Head of Centre, was present and addressed the Committee relative to the external evaluation report.

The Corporate Director Education, Communities & Organisational Development advised the Committee that Education Scotland had now disengaged from the inspection process and had remitted it to the staff of the Centre to deal with the action points identified.

**Decided:**

- (1) that the Committee endorse the comments made following the Education Scotland external evaluation of Wellpark Children's Centre; and
- (2) that the Committee's appreciation be conveyed to all staff for the work undertaken to achieve the evaluation.

**72 Update on Progress with the Implementation of Curriculum for Excellence 72**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing information on 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.

**73 SOLACE Indicators - Improving Local Government Benchmarking 73**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) providing an overview of the relevant SOLACE (Society of Local Authority Chief Executives) Indicators which benchmarked specific data for the financial years 2010/11 and 2011/12 and (2) highlighting Inverclyde Council's position for those indicators which are of relevance to the Education & Communities Committee and also any proposed action.

**Decided:**

- (1) that the Committee note the report and approve the proposals on the action for each of the indicators;
- (2) that the ongoing work nationally around the Family Group benchmarking pilots which is being led by the Improvement Service, be noted; and
- (3) that it be noted that once the 2012/13 data is available, a report on how Inverclyde Council has performed and any proposed improvement actions will be submitted to the Committee and will be reported annually thereafter.



EDUCATION AND COMMUNITIES COMMITTEE - 21 JANUARY 2014

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**74 St John's Primary School - Decant Options****74**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development advising the Committee of options for the decant of St John's Primary School in connection with the proposed refurbishment project which is programmed to commence in 2014.

**Decided:**

- (1) that the Committee agree the recommendation of progressing with the former St Stephen's High School option for the decant of St John's Primary School; and
- (2) that approval be given for Highlander's Academy to be declared surplus to requirements and that disposal of the site be remitted to the Environment & Regeneration Committee.

**75 Referendum - Supporting Young People in Schools****75**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing Members with information about the proposed plan to raise awareness of the Independence Referendum in schools for pupils who will be 16 or older at the time of the Referendum in September 2014.

**Decided:** that agreement be given to the proposals contained in the report to raise awareness of the Independence Referendum in schools in order to support young people who will be eligible to vote at the time of the Referendum.

Councillors McCabe and McIlwee left the meeting at this juncture.

**76 School Leaver Destination Results 2012-13****76**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing information on the annual release of school leaver destination results which were made available to the Authority on 2 December 2013.

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

**Decided:** that the report be noted.

**HUMAN RESOURCES APPEALS BOARD – 30 JANUARY 2014**

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**Human Resources Appeals Board****Thursday 30 January 2014 at 1pm**

**Present:** Councillors Brennan, Brooks, McColgan (for McIlwee) and Shepherd.

**Chair:** Councillor Brooks presided.

**In attendance:** Mr F Jarvie (for Head of Legal & Democratic Services) and Ms B McQuarrie (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.**

**77 Apologies, Substitutions and Declarations of Interest****77**

Apologies for absence were intimated on behalf of Councillors Jones and McIlwee, with Councillor McColgan substituting for Councillor McIlwee.

No declarations of interest were intimated.

**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.**

**78 Grievance Appeal: Employee in Education Services****78**

The Board considered a grievance appeal on behalf of an employee in Education Services 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.

**POLICY & RESOURCES COMMITTEE - 4 FEBRUARY 2014**

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**Policy & Resources Committee**

**Tuesday 4 February 2014 at 3pm**

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

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Acting Corporate Director Environment, Regeneration & Resources, Corporate Director Inverclyde Community Health & Care Partnership, Head of Finance, Mr M Thomson (Finance Services), Head of Legal & Democratic Services, Business/Democratic Services Manager, Legal Services Manager (Licensing, Litigation & Advice), Head of Organisational Development, HR & Communications, Transitional Head of ICT, Corporate Policy & Partnership Manager and Mr M Bingham (Corporate Communications).

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

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|-----------|--|-----------|
| <b>79</b> | <b>Apologies, Substitutions and Declarations of Interest</b>   | <b>79</b> |
|           | No apologies for absence were intimated.   |           |
|           | Declarations of interest were intimated as follows:-<br>Agenda Item 6 (Corporate Performance Report) - Councillor Wilson.<br>Agenda Item 16 (Memorandum and Articles of Association of Riverside Inverclyde) - Councillors Clocherty, McCabe and Wilson.   |           |
| <b>80</b> | <b>Policy &amp; Resources Capital Programme - 2013/14 - 15/16 - Progress</b>   | <b>80</b> |
|           | There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources and the Head of Finance (1) providing an update on the status of the projects forming the Policy & Resources Capital Programme 2013/14 - 15/16 and (2) highlighting the overall financial position.<br><b>Decided:</b> that the Committee note the current position of the 2013/16 Capital Programme and the progress of the specific projects detailed in appendix 1. |           |
| <b>81</b> | <b>Capital Programme 2013/16</b>   | <b>81</b> |
|           | There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the latest position of the 2013/16 Capital Programme.<br><b>Decided:</b> that the Committee note the current position of the 2013/16 Capital Programme.   |           |

**POLICY & RESOURCES COMMITTEE - 4 FEBRUARY 2014**

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- 82 Policy & Resources Committee 2013/14 Revenue Budget - Period 8 to 30 November 2013 82**
- There was submitted a report by the Chief Executive, Acting Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development and the Head of Finance on the 2013/14 projected outturn for the Policy & Resources Committee as at Period 8 (30 November 2013).
- Decided:**
- (1) that the 2013/14 projected underspend of £194,000 for the Policy & Resources Committee as at Period 8 be noted;
  - (2) that it be agreed that any underspend in the Welfare Reform Budget be added to the existing Welfare Reform Earmarked Reserve;
  - (3) that the projected fund balance of £295,290 for the Common Good Fund be noted; and
  - (4) that the virement of £150,000 detailed in appendix 4 be approved.
- 83 General Fund Revenue Budget 2013/14 as at 30 November 2013 83**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) on the position of the General Fund Revenue Budget as at 30 November 2013 and (2) providing an update on the position of the Reserves and Workstream Savings.
- Decided:**
- (1) that the Committee note the latest position of the 2013/14 Revenue Budget and General Fund Reserves; and
  - (2) that the Committee note the 2013/16 Workstream Savings position.
- 84 Corporate Performance Report 84**
- There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing performance information based on the most recent Corporate Directorate Improvement Plan Performance Reports which had been considered by the appropriate Service Committees.
- Councillor Wilson declared a non-financial interest in this item as a Director of Link Housing Association. 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 performance information contained in the report be noted; and
  - (2) that it be noted that further reports on Corporate Performance will be submitted to future meetings of the Committee.
- 85 Procurement - Update 85**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the progress being made with Procurement since the last report in September 2013.

**POLICY & RESOURCES COMMITTEE - 4 FEBRUARY 2014**

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**Decided:** that the Committee note:

- (1) the progress on the Strategic Procurement Framework;
- (2) the progress made in savings delivery; and
- (3) the progress being made in paying Inverclyde suppliers.

**86 Welfare Reforms - Update**

**86**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) on the latest progress and developments relating to the Welfare Reform agenda and (2) seeking approval of action as required.

The Acting Corporate Director Environment, Regeneration & Resources advised the Committee of the DWP's announcement on 31 January that for 2014/15, the Council's Discretionary Housing Payment (DHP) ceiling would be £526,000, £83,000 more than the £443,000 ceiling in 2013/14 and that a report would be submitted to the next meeting of the Committee seeking approval of a revised DHP policy.

**Decided:**

- (1) that the Committee note the latest position in respect of the Scottish Welfare Fund, Discretionary Housing Payments and specific projects funded from the Welfare Reforms Earmarked Reserves;
- (2) that the Committee welcome the significant sums of external funding attracted by the Financial Inclusion Partnership to support work in mitigating the impact of Welfare Reform;
- (3) that approval be given to the draft remit of the Welfare and Financial Inclusion Champion as set out in appendix 5 to the report; and
- (4) that it be agreed that updates in respect of child poverty be reported via SOA6 to the Council and Alliance Board.

**87 Modernisation Programme Update - February 2014**

**87**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing an update on the status of the projects which comprise the Council's ongoing Modernisation Programme and (2) appending the Council's Digital Access Strategy for approval.

**Decided:**

- (1) that the current position of the projects which form the overall Modernisation Programme for the Council be noted; and
- (2) that approval be given to the Digital Access Strategy and that it be noted that updates on delivery of the strategy will be submitted to every second meeting of the Committee.

**88 Update on the SOLACE Improving Local Government Benchmarking Framework**

**88**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on the development of the Local Government Benchmarking Framework which is being progressed by the Improvement Service under the direction of SOLACE.

**Decided:**

- (1) that the Committee note the recent developments in the Local Government Benchmarking Framework; and

**POLICY & RESOURCES COMMITTEE - 4 FEBRUARY 2014**

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(2) that performance data for 2012/13 be submitted to the Committee once this has been published by the Improvement Service.

**89 Information Governance and Management Framework**

89

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership providing an update on progress of the work of the Information Governance Steering Group (IGSG) and the Information Governance and Management Framework in preparation for securing consistent good information governance practice and developing the Council's Record Management Plan (RMP).

**Decided:**

- (1) that the Committee endorse the progress report and the continuation and activities of the Information Governance Steering Group;
- (2) that it be agreed that the IGSG Action Plan 2013/15 will take forward the Information Governance and Management Framework submitted in February 2012 and follow up the outstanding Audit Committee actions as at 31 October 2013, it being noted that further reports will be submitted on progress of the IGSG action plan 2013/15 and development of the Records Management Plan;
- (3) that the progress of the Information Management Sub-Groups in carrying forward the IGSG activities be endorsed; and
- (4) that it be agreed that a further progress report be submitted to the Committee in six months' time.

**90 2014/16 Budget**

90

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) updating the Committee in respect of the current position of the 2014/16 Budget, (2) providing information on the 2015/16 Workstream Savings Targets and (3) providing the Committee with the relevant information to enable the 2014/16 Budget to be confirmed at the Council meeting on 20 February 2014.

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

**Decided:**

- (1) that the Committee note the current position of the 2014/16 Budget as outlined in appendix 1;
- (2) that the Committee approve the proposals in respect of the expenditure pressures outlined in appendix 2;
- (3) that approval be given to the summary proposals in respect of the use of the Children and Young Persons Revenue and Capital monies in 2014/15 and that it be noted that a more detailed report on the use of the monies will be considered by the Education & Communities Committee in March 2014;
- (4) that the Committee note the 2014/15 Government Grant Settlement and conditions attached by the Scottish Government and that Members will require to consider the implications of not agreeing to the three conditions when setting the 2014/16 Budget on 20 February 2014;
- (5) that the Committee note the projected free reserves of £3.78M detailed in appendix 4 and that decisions on the use of the free reserves will be taken as part of the 2014/16 Budget;
- (6) that it be agreed that £2.0M within the Capital Fund originally allocated towards Early Release costs be re-designated to meet increased Loan Charges costs in 2017/19;

- (7) that the Committee note the latest position in respect of the 2014/16 Capital Programme as shown in appendix 5 and agree that the £500,000 contingency not required for the Community Campus project be returned to the overall Programme;
- (8) that the Committee note the update from the Corporate Management Team in respect of the six Savings Workstreams shown in appendix 6 and that if Members wish to amend the targets, then this should form part of the 2014/16 Revenue Budget proposals on the basis that the total savings identified require to come to £800,000 to ensure the 2015/16 Budget year remains in balance;
- (9) that the initial estimate of the 2016/19 Budget funding shortfall shown in appendix 7 be noted; and
- (10) that it be noted that the level of Council Tax will be confirmed as part of the 2014/16 Budget meeting on 20 February 2014.

## 91 ICT Collaboration Project - Recommendations

91

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing an update on progress with the ICT Collaboration Project and (2) making recommendations, taking into account the views of Services, anticipated benefits, available resources and progress with current local and national work.

(Councillor McCormick returned to the meeting during consideration of this item of business).

### **Decided:**

- (1) that Inverclyde Council withdraw from the ICT Collaboration project on the following grounds:
- (a) lack of clarity as to the overall costs and benefits of the collaboration opportunities at this time when compared with existing and planned work in equivalent areas;
  - (b) duplication of work in some areas where national initiatives are undertaking identical work;
  - (c) the risk of delaying progress with the existing agreed and planned work programmes within ICT and Council Services;
  - (d) continued involvement will divert scarce technical and management resources from the Council's priorities;
  - (e) collaboration and information sharing across a wider selection of organisations is already happening. An example of this relates to Public Sector Network (PSN) compliance work facilitated by SOCITM and this approach should continue;
- (2) that it be agreed to continue the planned work of the Modernisation Programme and the Digital Access, Customer Service and ICT Strategies and it be noted that updates on progress and delivery will be submitted to the Committee no less frequently than every second meeting;
- (3) that the remaining budget within the ICT Collaboration Earmarked Reserve be allocated to the Council's Modernisation Fund; and
- (4) that it be agreed to hold a briefing session for Members on the matters raised in the report.

**POLICY & RESOURCES COMMITTEE - 4 FEBRUARY 2014**

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- 92 Charging for Services: Are You Getting It Right? 92**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) highlighting the main messages from the Accounts Commission Document “Charging for Services: Are You Getting It Right?” which was published on 31 October 2013 and (2) seeking approval for a proposed action plan.
- Decided:**
- (1) that the Committee note the issues raised in the Accounts Commission document “Charging for Services: Are You Getting It Right?” attached as appendix 1 to the report;
- (2) that approval be given to the action plan attached as appendix 2; and
- (3) that it be noted that a progress report on the implementation of the action plan will be monitored by the Officer Charging Group with an update submitted to the Committee as part of the 2015/16 Budget.
- 93 Draft Gaelic Language Plan 93**
- There was submitted a report by the Head of Inclusive Education, Culture & Corporate Policy appending the draft Gaelic Language Plan for Inverclyde Council for consideration.
- Decided:** that the Committee approve the draft Gaelic Language Plan appended to the report and agree the actions set out in the Plan.
- 94 Memorandum and Articles of Association of Riverside Inverclyde 94**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising that the Chief Executive had exercised the powers delegated to him by the Committee at its meeting on 24 September 2013 to amend Riverside Inverclyde’s (ri’s) Memorandum and Articles of Association and (2) informing the Members of the impact of the changes made.
- Councillors Clocherty, McCabe and Wilson each declared a non-financial interest in this item as Members of the Board of Riverside Inverclyde. They also formed the view that the nature of their interest in the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.
- Decided:** that the report be noted.
- 95 Regulation of Investigatory Powers (Scotland) Act 2000 (RIPSA) 95**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing an update on surveillance carried out by Inverclyde Council employees under the Regulation of Investigatory Powers (Scotland) Act 2000 (RIPSA) and (2) advising of the pending inspection visit by the Inspector appointed by the Office of Surveillance Commissioners.
- Decided:**
- (1) that the Committee note the current position and the pending inspection by the Office of Surveillance Commissioners; and
- (2) that it be noted that reports on the application of and compliance with the Act will be submitted on an annual basis to the Corporate Management Team.



**96 Living Wage: Local Government Employees Wage Award****96**

There was submitted a report by the Head of Organisational Development, HR & Communications advising the Committee of the agreed increase in the Living Wage.

**Decided:** that the Committee note that the Living Wage hourly rate is being increased to £7.65 from 1 April 2014.

**PLANNING BOARD - 5 FEBRUARY 2014**

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**Planning Board**

**Wednesday 5 February 2014 at 3pm**

**Present:** Provost Moran, Councillors Brooks, Campbell-Sturgess, Dorrian, Jones, Loughran, McColgan, McIlwee, Nelson, Rebecchi and Wilson.

**Chair:** Councillor Wilson presided.

**In attendance:** Head of Regeneration & Planning, Development & Building Standards Manager, Mr M Higginbotham (for Head of Environmental & Commercial Services) and Ms V Pollock (for Head of Legal & Democratic Services).

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

**97 APOLOGIES, SUBSTITUTIONS AND DECLARATIONS OF INTEREST 97**

No apologies for absence or declarations of interest were intimated.

**98 PLANNING APPLICATIONS 98**

There were submitted reports by the Head of Regeneration & Planning on the following applications which were dealt with as follows:-

- (a) Erection of 23 residential dwellings consisting of eleven two storey terraced houses and twelve apartments in one single three storey block and ancillary works:  
Malin Grove, Harbourside, Inverkip (13/0263/IC)**

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

(1) that notwithstanding the provisions of Classes 1A-4A of the Town and Country Planning (General Permitted Development) (Scotland) Amendment Order 2011, Classes 6C to 6H of the Town and Country Planning (General Permitted Development) (Domestic Microgeneration) (Scotland) Order 2009, as amended, and Class 7 of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992, as amended, an application for planning permission will be required in respect of:-

- (a) the enlargement, improvement or other alteration of a dwellinghouse;
- (b) the provision within the curtilage of a dwellinghouse, of any building or enclosure, swimming or other pool required for purposes incidental to the enjoyment of the dwellinghouse, or alteration of such a building or enclosure;
- (c) the erection or provision within the curtilage of a dwellinghouse of a container for the storage of oil or liquid petroleum gas;
- (d) the installation or alteration of a satellite antenna on a dwellinghouse or within the curtilage of a dwellinghouse;
- (e) the erection, construction or alteration of a gate, fence, wall or other means of enclosure;
- (f) the painting of the exterior of any building or works; and

**PLANNING BOARD - 5 FEBRUARY 2014**

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(g) the installation or alteration on any building or other structure other than a dwellinghouse, of a microwave antenna and any structure intended for the support of a microwave antenna;

to enable the Head of Regeneration and Planning to retain control over works otherwise permitted thereby ensuring the setting of the landscape of Ardgowan House, the marina and rural environment in general is protected from unsympathetic development;

(2) that full details of external finishes and colours shall be submitted to and approved in writing by the Head of Regeneration and Planning before these materials are used. Development thereafter shall be implemented in accordance with the approved details unless alternatives are agreed in writing, to ensure continuity in finishes;

(3) that the footways, the road and the parking and manoeuvring areas shall be completed to final wearing course prior to occupation of the last of the dwellings hereby permitted, to ensure the provision of adequate walking, parking and manoeuvring areas;

(4) 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 control runoff from the site to reduce the risk of flooding;

(5) 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 potential spread of Japanese Knotweed in the interests of environmental protection;

(6) that the development shall not commence until an environmental investigation and risk assessment, including any necessary Remediation Strategy with timescale for implementation, of all pollutant linkages have 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 Planning Authority's satisfaction;

(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;

**PLANNING BOARD - 5 FEBRUARY 2014**

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(9) that the use of the development shall not commence until the applicant has submitted a completion report for approval, in writing by the Planning Authority, detailing all fill or landscaping material imported onto the site. This report shall contain information of the materials source, volume, intended use and verification of chemical quality (including soil-leachate and organic content etc) with plans delineating placement and thickness, to protect receptors from the harmful effects of imported contamination;

(10) that the applicant shall submit to the Planning Authority a detailed specification of the containers to be used to store waste materials and recyclable materials produced on the premises as well as specific details of the areas where such containers are to be located. The use of the development shall not commence until the above details are approved in writing by the Planning Authority and the equipment and any structural changes in place, to protect the amenity of the immediate area, prevent the creation of nuisance due to odours, insects, rodents or birds;

(11) that all external lighting on the application site should comply with the Scottish Government Guidance Note "Controlling Light Pollution and Reducing Lighting Energy Consumption", to protect the amenity of the immediate area, the creation of nuisance due to light pollution and to support the reduction of energy consumption;

(12) that any of the trees, bushes or other areas of planting hereby approved which die, are removed, damaged or become diseased within 5 years of planting shall be replaced within the following year with others of a similar size and species, to ensure retention of the approved landscaping scheme in the interests of visual amenity; and

(13) that no works may commence on site until the outstanding remedial works at the trunk road junction and trunk road footbridge (to be agreed between the applicant and Transport Scotland) are completed to the satisfaction of the Trunk Road Authority, to ensure essential remedial works are undertaken.

**(b) Installation of access ramp to front of building:  
Court House, 1 Nelson Street, Greenock (13/0315/IC)**

**Decided:** that planning permission be refused as the design and location of the proposed ramp and associated protective barriers shall adversely affect the frontage of the Grade B listed Sheriff Court and be to the detriment of the pattern of development and character of this part of the Greenock West End Conservation Area, contrary to policies HR11 and HR14 of the Local Plan and policies HER1 and HER4 of the proposed Local Development Plan.

**(c) Installation of access ramp to front of building:  
Court House, 1 Nelson Street, Greenock (13/0036/LB)**

**Decided:** that listed building consent be refused as the design and location of the proposed ramp and associated protective barriers shall adversely affect the frontage of the Grade B listed Sheriff Court and be to the detriment of the pattern of development and character of this part of the Greenock West End Conservation Area, contrary to policies HR11 and HR14 of the Local Plan and policies HER1 and HER4 of the proposed Local Development Plan.

**PLANNING BOARD - 5 FEBRUARY 2014**

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- (d) Erection of a restaurant/pub with associated staff accommodation, parking, landscaping, access and servicing:  
Victoria and East India Harbours, Rue End Street, Greenock (13/0358/IC)**

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

The Head of Regeneration & Planning recommended that, should the Planning Board be minded to grant the application, a further condition be imposed as follows:-

(14) that development shall not proceed until a Stopping Up Order has been confirmed for East India Breast, to enable the approved development to proceed.

During consideration of this matter, the Board noted that the land in the 1772 Feu Contract referred to within a letter of representation on the application does not cover any part of the site of the planning application.

After discussion, Councillor Campbell-Sturgess moved that planning permission be granted subject to the conditions detailed in the report together with the further condition recommended by the Head of Regeneration & Planning. As an amendment, Councillor McIlwee moved that consideration of the application be continued for a site visit to be arranged by the Head of Legal & Democratic Services in consultation with the Chair. On a vote, 4 Members voted for the motion and 7 for the amendment which was declared carried.

**Decided:** that consideration of the application be continued for a site visit to be arranged by the Head of Legal & Democratic Services in consultation with the Chair.

- (e) Refurbishment and partial demolition of an existing residential property to provide teaching support accommodation and construction of new build single storey extension containing teaching spaces and support spaces, refurbishment and re-cladding of the school's existing science block and landscaping works around existing buildings and new extension:  
St Columba's School, Duchal Road, Kilmacolm (13/0331/IC)**

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

(1) that before their use, samples of all facing materials to be used on the extensions hereby permitted shall be submitted to and approved in writing by the Planning Authority. The approved materials shall thereafter be used unless a variation is agreed in writing with the Planning Authority, to ensure the suitability of the facing materials;

(2) that prior to the commencement of development full details of all replacement planting shall be submitted to and approved in writing by the Planning Authority. The approved planting shall thereafter be carried out within the first planting season following the end of construction of the extensions and conversion of the villa, to ensure the suitability of the approved planting;

(3) that any of the planting approved in terms of condition 2 above which, within the first 5 years from the date of planting dies, is damaged, becomes diseased or is removed shall be replaced within the next planting season with others of a similar size and species, to ensure retention of the approved planting scheme;

(4) that prior to the commencement of development full details of a long term management plan for the planting approved in terms of condition 2 above shall be submitted to and approved in writing by the Planning Authority. The plan shall thereafter come into effect on completion of the planting, to ensure retention of the approved planting scheme;

**PLANNING BOARD - 5 FEBRUARY 2014**

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(5) that prior to any construction work starting on site, tree protection measures in accordance with Trees in relation to Design, Demolition and Construction – Recommendations, currently 5837:2012, shall be erected and not removed during the course of construction work, to ensure retention of the trees not to be removed;

(6) that clearance of vegetation within the application site shall take place outwith the bird breeding season of March to July, in the interest of biodiversity;

(7) 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 control runoff from the site to reduce the risk of flooding; and

(8) that all external lighting on the application site should comply with the Scottish Government Guidance Note "Controlling Light Pollution and Reducing Lighting Energy Consumption", to protect the amenity of the immediate area, the creation of nuisance due to light pollution and to support the reduction of energy consumption.

**99 PLANNING APPEAL - LAND OFF LITHGOW WAY, PORT GLASGOW**

**99**

There was submitted a report by Head of Regeneration & Planning advising that following the decision of the Board at the meeting held on 4 September 2013 to refuse planning permission for a proposed residential development (in principle) at land off Lithgow Way, Port Glasgow (13/0035/IC), an appeal against the refusal of planning permission had been made to the Scottish Government.

**Noted**

**100 PLANNING APPEAL - KELLY MAINS FARM, KELLY ROAD, WEMYSS BAY**

**100**

There was submitted a report by Head of Regeneration & Planning advising that following the decision of the Board at the meeting held on 5 June 2013 to refuse planning permission for the erection of a single 225KW 30m to hub, 42m to blade tip wind turbine plus associated works at Kelly Mains Farm, Kelly Road, Wemyss Bay (13/0077/IC) and the subsequent appeal by the applicant to the Scottish Government against that refusal, the Reporter appointed by the Scottish Government had issued his decision which was to uphold the appeal and grant planning permission subject to a number of conditions.

**Noted**

**LOCAL REVIEW BODY - 5 FEBRUARY 2014**

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**Local Review Body**

**Wednesday 5 February 2014 at 4pm**

**Present:** Provost Moran, Councillors Dorrian, Loughran, Nelson and Wilson.

**Chair:** Councillor Wilson presided.

**In attendance:** Mr R Gimby (Regeneration & Planning Services) and Mr J Kerr (for Head of Legal & Democratic Services).

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Local Review Body.**

**101 APOLOGIES, SUBSTITUTIONS AND DECLARATIONS OF INTEREST 101**

No apologies for absence or declarations of interest were intimated.

**102 CONTINUED PLANNING APPLICATION FOR REVIEW 102**

**Single storey extension with integral garage:  
Old Fire Station, 1 Torr Avenue, Quarriers Village (12/0345/IC)**

There were submitted papers relative to the application for review of the refusal of planning permission for a single storey extension with integral garage at the Old Fire Station, 1 Torr Avenue, Quarriers Village (12/0345/IC), consideration of which had been continued from the meeting held on 4 December 2013 for an unaccompanied site inspection.

Provost Moran, Councillors Dorrian, Loughran and Wilson participated in consideration of this item of business.

**Decided:**

- (1) that sufficient information had been submitted to allow the Local Review Body to decide the matter without further procedure; and
- (2) that the application for review be dismissed and that planning permission be refused (upholding the appointed Officer's determination) as the proposed extension is a large and unexpected addition to the building, harmful to its design, streetscape in Torr Road and Torr Avenue and the setting of the nearby Conservation Area, contrary to Policies H1 and HR11 of the Inverclyde Local Plan and Policies RES1 and HER1 of the proposed Local Development Plan, as set out in the Decision Notice dated 1 July 2013.

**103 PLANNING APPLICATION FOR REVIEW 103**

**Change of use of former riding school, reception and tack shop to dog grooming parlour:  
Riding School, Bankfoot Farm, Inverkip Road, Greenock (13/0218/IC)**

There were submitted papers relative to the application for review of the refusal of planning permission for change of use of the former riding school, reception and tack shop to a dog grooming parlour at the Riding School, Bankfoot Farm, Inverkip Road, Greenock (13/0218/IC).

**LOCAL REVIEW BODY - 5 FEBRUARY 2014**

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Provost Moran, Councillors Dorrian, Loughran, Nelson and Wilson participated in consideration of this item of business.

After discussion, Councillor Nelson moved:-

- (1) that sufficient information had been submitted to allow the Local Review Body to decide the matter without further procedure; and
- (2) that the application for review be upheld and that planning permission be granted subject to the condition that the development to which this permission relates must be begun within 3 years from the date of this permission, to comply with Section 58 of the Town & Country Planning (Scotland) Act 1997.

As an amendment, Councillor Dorrian moved:-

- (1) that sufficient information had been submitted to allow the Local Review Body to decide the matter without further procedure; and
- (2) that the application for review be dismissed and that planning permission be refused (upholding the appointed Officer's determination) for the following reasons as set out in the Decision Notice dated 4 September 2013:-
  - (i) the proposal does not accord with Policies DS8, DS10(a)-(e), R3 and R10(a) and (c) of the Local Plan, Policies ENV2(a)-(d), TCR2, TCR3 and TCR7(g)-(j) of the proposed Local Development Plan and the aims and objectives of the Scottish Planning Policy; and
  - (ii) the applicant has failed to demonstrate that no sequentially preferential sites are available within existing designated town centres. The proposal could therefore have a detrimental impact on these centres.

On a vote, 2 Members voted for the motion and 3 for the amendment which was declared carried.

**Decided:**

- (1) that sufficient information had been submitted to allow the Local Review Body to decide the matter without further procedure; and
- (2) that the application for review be dismissed and that planning permission be refused (upholding the appointed Officer's determination) for the following reasons as set out in the Decision Notice dated 4 September 2013:-
  - (i) the proposal does not accord with Policies DS8, DS10(a)-(e), R3 and R10(a) and (c) of the Local Plan, Policies ENV2(a)-(d), TCR2, TCR3 and TCR7(g)-(j) of the proposed Local Development Plan and the aims and objectives of the Scottish Planning Policy; and
  - (ii) the applicant has failed to demonstrate that no sequentially preferential sites are available within existing designated town centres. The proposal could therefore have a detrimental impact on these centres.