

**MINUTE**  
**of**  
**CABINET**

**Minute of Meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 25 June 2015.**

**Present:**

|  |                          |
|--|--------------------------|
| Councillor Jim Fletcher (Leader)         | Councillor Alan Lafferty |
| Councillor Tony Buchanan (Deputy Leader) | Councillor Ian McAlpine  |
| Councillor Danny Devlin                  | Councillor Mary Montague |
| Councillor Elaine Green                  |                          |

Councillor Fletcher, Leader, in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Caroline Innes, Deputy Chief Executive; Mhairi Shaw, Director of Education; Andy Cahill, Director of Environment; Margaret McCrossan, Head of Accountancy; Louise Pringle, Head of Customer and Business Change Services; Candy Millard, Head of Strategic Services; David Miller, Head of Revenue Services; Kim Gear, Corporate Policy Officer; Andrew Gibson, Senior Environment Officer; and Paul O'Neil, Committee Services Officer.

**Apology:**

Councillor Vincent Waters.

**DECLARATIONS OF INTEREST**

**1632.** There were no declarations of interest intimated.

**AWARDS – PRESENTATION OF CERTIFICATES BY LEADER OF THE COUNCIL**

**1633.** The Leader of the Council advised that in the 2015 Convention of Scottish Local Authorities (COSLA) awards, 6 Council projects had won bronze awards, one of which had also gone on to win the top Society of Local Authority Chief Executives (SOLACE) Best Team award. Furthermore, the Council had also won Generations Working Together and Local Government Chronicle awards in 2015.

The Cabinet congratulated all those members of staff involved in winning the awards and noted that the presentation of the award certificates had taken place prior to the start of the meeting.

## **AREA FORUM MINUTES**

**1634.** The Cabinet considered the Minutes of the meetings of the undernoted Area Forums which form Appendices 1, 2 and 3 accompanying this Minute:-

- (i) Newton Mearns South, Busby, Clarkston and Eaglesham Area Forum – 26 May 2015;
- (ii) Giffnock and Thornliebank, Netherlee, Stamperland and Williamwood Area Forum – 27 May 2015; and
- (iii) Neilston, Uplawmoor and Newton Mearns North and Barrhead Area Forum – 28 May 2015.

The Cabinet agreed to note the Minutes and approve the recommendations therein.

## **STRATEGIC END-YEAR PERFORMANCE 2014/15 - PRESENTATION**

**1635.** The Cabinet viewed and noted an animation style presentation summarising the performance of both the Council and its community planning partners over 2014/15.

## **STRATEGIC END-YEAR PERFORMANCE REPORT 2014/15**

**1636.** The Cabinet considered a report by the Deputy Chief Executive, providing a summary of the Community Planning Partnership and Council end-year performance in 2014/15 based on performance indicators in the Single Outcome Agreement (2014-15) and Outcome Delivery Plan (2014-17). The report also provided details on the improvement actions arising from the latest meeting of the Performance and Accountability Review (PAR) on 12 May 2015 together with details of complaints performance data for 2014/15.

The report summarised the performance of the East Renfrewshire Community Planning Partnership and the Council at end year 2014-15, focusing particularly on where the Council was improving performance and areas where there was scope for further improvement. The information presented in the report showed an overall positive picture and it was noted that the Council continued to respond well to a range of challenging circumstances, whilst striving to deliver highly valued services and achieve positive outcomes for local residents.

The Cabinet noted:-

- (a) the terms of the report as a summary of the Community Planning Partnership and Council's end-year performance for 2014-15;
- (b) that the Community Planning Partnership performance had been discussed at the meeting of the Performance and Accountability Review (PAR) on 12 May 2015 and that the improvement actions arising from that meeting appeared in Annex 3 to the report; and
- (c) the Council's performance against the Scottish Public Services Ombudsman Complaint Indicators for 2014-15 which appeared in Annex 4 to the report.

## **CHANGES TO REGISTRATION OF DEATHS**

**1637.** The Cabinet considered a report by the Deputy Chief Executive, providing details about recent changes to the registration of deaths in Scotland and highlighting emerging implications for the Registration Service and its customers.

The report highlighted that the national changes to the death registration service as set out in the Certification of Death (Scotland) Act 2011 would have implications not only for the medical profession and the Council, but for customers too. It was noted that for a random sample of cases (i.e. around 10%), this would introduce a delay to the process of completing a death registration, which was likely not only to be upsetting to the customer, but had important implications for certain religious groups too, meaning a knock-on impact for out of hours services.

The Council was giving consideration to the impacts mentioned above by working in consultation with the Health and Social Care Partnership (HSCP) and representatives of religious groups, with a view to making appropriate arrangements to minimise the impact they would have on customers and to ensure that the Council continued to provide a high quality accurate service.

The Cabinet noted the changes to the process for registering deaths and the potential emerging implications for the Registration Service and its customers.

## **DISCRETIONARY HOUSING PAYMENTS**

**1638.** The Cabinet considered a report by the Deputy Chief Executive, providing an update on arrangements to provide mitigation to residents who had been affected by Housing Benefit changes through Discretionary Housing Payments, including social sector tenants who had been impacted by under-occupancy charges.

The report explained that in the 2014/15 financial year, the Council had awarded Discretionary Housing Payments (DHPs) totalling £258,358 of which £233,745 was in respect of under-occupancy charges and £24,613 which was for other Housing Benefit changes. The Council had been able to achieve this because of funding it received from both the Department for Work and Pensions (DWP) and the Scottish Government.

However, it was noted that in the current financial year, the DWP had reduced the funding it had provided for DHPs by £23,358 whilst the Scottish Government had increased funding by £1,934. The net effect of these changes was that funding had decreased by around £20,000 whilst the case load requiring assistance through DHPs had not changed.

The report highlighted that staff in the Council's Benefits section were forecasting an overspend of at least £20,000 in the current financial year. The Housing Service and some Registered Social Landlords had recommended allocation of properties to tenants who would be in under-occupancy situations and therefore the funding gap was likely to increase since more DHPs would be required to allow the Council to continue to fully mitigate the resulting under-occupancy charges.

Details of a number of options open to the Council were outlined in the report and approval was sought of a drawdown from the Welfare Reform Contingency Fund to meet any shortfall in funding required to fully mitigate the impact of under-occupancy charges experienced by the Council's social sector tenants.

The Cabinet:-

- (a) approved a drawdown from the Welfare Reform Contingency Fund to meet any shortfall in funding required to fully mitigate the impact of under-occupancy charges experienced by East Renfrewshire social sector tenants; and
- (b) agreed to otherwise note the terms of the report.

### **DRAFT GAELIC LANGUAGE PLAN**

**1639.** The Cabinet considered a report by the Director of Education, seeking approval of the draft Gaelic Language Plan for East Renfrewshire Council. A copy of the draft plan was appended to the report.

The report explained that the provisions of the Gaelic Language (Scotland) Act 2005 stated that all councils and public bodies were required to have a Gaelic Plan which promoted the language to secure its status in Scotland. It was noted that the Act also provided for the establishment of a statutory Gaelic body (i.e. Bord na Gaidhlig) which would encourage the use and understanding of Gaelic, and would facilitate access to Gaelic language and culture.

Whilst noting that the draft plan was underpinned by the national plan and had been prepared by reference to national guidance using a prescribed format, the report indicated that the plan set out what the Council would do to promote the language through things such as communications and publications.

The report proposed that the draft plan be subject to public consultation for a 12 week period from 26 June to 18 September 2015 and thereafter for it to be submitted to the Bord na Gaidhlig for approval.

The Cabinet:-

- (a) approved the draft Gaelic Language Plan for East Renfrewshire Council; and
- (b) agreed to circulate it for public consultation and thereafter to submit it to the Bord na Gaidhlig for approval.

CHAIR

**MINUTE**  
**of**  
**NEWTON MEARNS SOUTH, BUSBY CLARKSTON AND EAGLESHAM AREA FORUM**

Minute of Meeting held at 7.00pm in Mearns Castle High School on 26 May 2015.

**Present:**

Provost Alastair Carmichael

George McLachlan (Busby Community Council); and John Seenan (East Renfrewshire Neighbourhood Watch Association).

Provost Carmichael in the Chair

**Attending:**

Eamonn Daly, Democratic Services Manager.

**Apologies:**

Councillors Barbara Grant; Alan Lafferty, Ian McAlpine, Stewart Miller and Jim Swift, and Bill Duguid (Eaglesham and Waterfoot Community Council).

**MINUTE OF PREVIOUS MEETING**

1. The forum considered and approved the Minute of the meeting of 3 March 2015.

**MATTERS ARISING**

2. Under reference to Item 2 of the Minute of the previous meeting, Mr McLachlan referred to the costs for the installation of the slide at the playpark at Cartside Road, Busby. He referred to the Council's "quick quote" process which applied for this particular project and enquired if it would be possible for an individual or organisation to make a Freedom of Information request to obtain details of all the quotes that were received for the project.

In reply, Mr Daly confirmed there was nothing to prevent Freedom of Information requests on any subject being submitted to the Council. However there may be grounds for some or all of the information requested not to be released. This would be considered at the time a response to the request was being prepared.

Thereafter, under reference to Item 7(i) of the Minute of the previous meeting, Mr Seenan reported that following the meeting he had written to the Chief Executive seeking the

Council's support for the Citizens UK campaign to increase the number of refugees settled in the UK. He reported that his letter had been passed to the CHCP for attention and he had met with Candy Millard, Head of Strategy. These discussions had been positive and Ms Millard had requested further information about the campaign. Mr Seenan had written to the campaign organiser in this regard and a reply was awaited.

The forum noted the information.

### PROJECT MONITORING AND PROPOSALS 2015/16

3. The forum considered a report by the Deputy Chief Executive providing an update on projects previously approved by the forum and submitting for consideration a new project proposal.

Having heard Mr Daly in connection with the report, the forum:-

- (a) noted the information; and
- (b) agreed that the following project be approved:-

**General Services Budget                      £3,800**

| PROJECT  | COSTS/COMMENTS |
|--|----------------|
| Installation of 3 litter bins in Clarkston at Busby Road, Clarkston Railway Station and Clarkston Toll | £561           |
| <b>TOTAL</b>   | £561           |
| <b>REMAINING BALANCE</b>   | <b>£3,239</b>  |

### QUESTION AND ANSWER SESSION

4. The following issues were raised

- (i) Bins for dog waste

Referring to the earlier project for litter bins in Clarkston, Mr Seenan referred to 2 sites in particular where there was a problem with bagged dog waste being left lying as there were no bins at these locations. The sites in question were Station Road/Easterton Avenue, Busby, and the lay-by on the A727 leaving Busby.

It was suggested that the purchase of litter bins for these locations be submitted as possible projects for consideration at a future meeting.

(ii) Pop-up Village in Busby

Mr Seenan referred to the pop-up village that had been erected across the front of the vacant site on Main Street, Busby. The façade was now in a poor condition and Mr Seenan enquired if anything could be done to improve its condition.

Mr McLachlan made reference to potential development of the site and Mr Daly indicated that he would contact officers in the Council's Economic Development Service to establish the status of the site and the prospect of and upgrading to the façade.

(iii) Speed limits approaching Busby

Mr Seenan referred to the number of different speed limits on the road approaching Busby from East Kilbride. He suggested that a rationalisation of the speed limits should be considered although he recognised that the main part of the road where speed limits changed lay within the South Lanarkshire area.

He enquired what factors were taken into account when speed limits for a particular section of road were being determined.

In reply, Mr Daly undertook to raise the matter with officers from the Council's Traffic Section.

The forum noted the position.

#### **DATE OF NEXT MEETING**

5. It was noted that the next meeting would be held on Tuesday, 8 September 2015 at 7pm in Williamwood High School.





**MINUTE**  
**of**  
**GIFFNOCK AND THORNLIEBANK, NETHERLEE, STAMPERLAND**  
**AND WILLIAMWOOD AREA FORUM**

Minute of Meeting held at 7.00pm in Woodfarm High School, Woodfarm on 27 May 2015.

**Present:**

Councillor Mary Montague  
Councillor Jim Fletcher

Councillor Gordon Wallace

Monty Cowen (Jewish Representative Council); Kenneth Darroch (Thornliebank Seniors Forum); Savio D'Souza (Giffnock Community Council); Helena Shanks (Thornliebank Community Council); and Sergeant Steven Gallacher and Constable Eddie White (Police Scotland).

Councillor Montague in the Chair

**Attending:**

Paul O'Neil, Committee Services Officer.

**Apologies:**

Councillor Ralph Robertson; and Lynne Arnott (Thornliebank Seniors Forum).

**OPENING REMARKS**

The forum noted the recent death of Mrs Roberta Mullen, who had represented Thornliebank Seniors Forum on the forum.

**VARIATION IN ORDER OF BUSINESS**

Councillor Montague agreed to take Item 4 on the agenda as the first item in order to facilitate the conduct of the meeting.

**POLICE AND FIRE SERVICES - UPDATE**

1. In the absence of a representative from the Scottish Fire and Rescue Service, Councillor Montague invited Sergeant Gallacher and Constable White (Police Scotland) to give an update on the activities of the police in the forum's area since the date of the last meeting.

The police representatives advised that the police continued to focus their activities on the priorities identified in the multi member ward plans for the Giffnock and Thornliebank and Netherlee, Stamperland and Williamwood wards. Members of the forum were advised of the importance of keeping their homes and property safe and secure by locking doors and closing windows. The police representatives also reminded the forum that the public should contact them by calling the 101 number to report any concerns they had about criminal acts or public disorder.

The forum noted the position.

### MINUTE OF PREVIOUS MEETING

2. The forum considered and approved the Minute of the meeting held on 25 February 2015.

### PROJECT MONITORING AND PROPOSALS 2014/15

3. The forum considered a report by the Deputy Chief Executive, providing details of project monitoring in 2014/15 and a project that had been continued from the last meeting.

The Clerk reported that the Roads and Transportation service had advised that the project to install a dropped kerb across from 1 Addison Road at 194 Carnwadric Road, Thornliebank at a cost of £2,000 was still outstanding due to the fact that the Roads Contracting Unit had been unable to carry out the project as it had a full programme of works leading up till the end of the financial year. It was noted that the Roads and Transportation service had confirmed that it would arrange for the project to be carried out in this financial year and would meet the cost from its own budget.

Following discussion, the forum agreed:-

- (a) that the following project be approved;

#### General Services Budget – Opening Balance £4,900

| PROJECT   | COST/COMMENTS    |
|---|------------------|
| Purchase of Basketball back board and ring at Overlee Park. | £1,000.00        |
| <b>TOTAL</b>  | <b>£1,000.00</b> |
| <b>REMAINING BALANCE</b>                                    | <b>£3,900.00</b> |

- (b) to note that the Roads and Transportation service had confirmed that it would arrange for the project to install a dropped kerb across from 1 Addison Road at 194 Carnwadric Road, Thornliebank at a cost of £2,000 to be carried out in this financial year and would meet the cost from its own budget; and
- (c) to otherwise note the terms of the report.

**DATE OF NEXT MEETING**

4. It was noted that the next meeting would be held in Woodfarm High School on 2 September 2015 at 7.00 pm.



**MINUTE**  
**of**  
**NEILSTON, UPLAWMOOR AND NEWTON MEARNS NORTH AND BARRHEAD**  
**AREA FORUM**

**Minute of Meeting held at 7.00pm in the Council Offices, 211 Main Street, Barrhead on 28 May 2015.**

**Present:**

Councillor Kenny Hay (Chair)  
Councillor Tony Buchanan

Councillor Elaine Green

Rita Connelly (Auchenback Tenants and Residents Association); Steven Healy (Neilston Community Council); Sergeant David Higgins (Police Scotland); David Jesner (Mearns Community Council); Joyce Miller (Uplawmoor Community Council); Rosaleen Reilly (Barrhead Community Council); and Alan Walker (Neilston Development Trust).

Councillor Hay in the Chair

**Attending:**

Jennifer Graham, Committee Services Officer.

**Apology:**

Councillors Danny Devlin and Paul O’Kane.

**MINUTE OF PREVIOUS MEETING**

1. The forum considered and approved the Minute of the meeting held on 26 February 2015.

**POLICE UPDATE**

2. Councillor Hay invited Sergeant Higgins to update Members on the activities of Police Scotland locally since the last meeting.

Sergeant Higgins advised that there had been a spate of house breakings in the Neilston area and that entry to most of the properties had been gained through patio doors which had been left unlocked by householders. Police Scotland had arranged for extra patrols in the area during the early hours of the morning and householders were being advised to ensure that all doors, including patio doors, were securely locked at night.

During discussion Mrs Connelly requested further information on where members of the public could pick up “cold caller” stickers and it was suggested that a supply of these stickers should be placed in all libraries and the main Council offices in Barrhead and Giffnock. Mrs Connelly also requested that a supply be forwarded to Auchenback Resource Centre.

Having heard Councillor Hay thank Sergeant Higgins for his presentation, the Forum:-

- (a) agreed that a request be made for a supply of “cold caller” stickers to be placed in local libraries, the main Council offices in Giffnock and Barrhead, and Auchenback Resource Centre; and
- (b) otherwise, noted the position.

### **PROJECT MONITORING AND PROPOSALS 2014/15**

3. The Forum considered a report by the Deputy Chief Executive giving details of the projects approved in 2014/15.

The forum noted the report.

### **PROJECT PROPOSALS 2015/16**

4. The Forum considered a report by the Deputy Chief Executive, giving details of the budget allocation for 2015/16 and submitting proposals for consideration.

In addition to the projects which had been issued with the meeting papers, Councillor Hay advised that a further project proposal had been received to supply and fit 2 bespoke memorial benches at the Neilston War Memorial. A copy of the application and photograph of the bench were circulated to members. A full discussion took place on this proposal in the course of which it was suggested that other areas may also wish to receive this type of bench and that further investigation regarding funding and levels of interest in local communities would be required. Referring to recent improvements to the Barrhead War Memorial which had been undertaken using Area Forum funding, Ms Reilly asked if anything could be done to improve the faint lettering on the war memorial. Councillor Hay advised that recent improvements had been made to the Neilston War Memorial and he would discuss funding options with Councillor O’Kane who had been involved in the project.

Referring to the project to provide a bench with attached planters at Double Hedges Road, Neilston, Mr Healy requested that this item be continued to allow discussion to take place regarding alternative sources of funding. Having heard that Yes Academy had been approached to provide a quote for this project, Councillor Buchanan highlighted that Yes Academy could provide community councils, and other local organisations, with competitive quotes for work in local communities, including bricklaying, horticultural and woodwork projects, amongst other things.

The Forum agreed:-

- (a) that the following projects be approved:-

**Opening Balance £7,500**

| <b>PROJECT</b>   | <b>COSTS/COMMENTS</b> |
|--|-----------------------|
| Noise reduction for skate ramp at park in Uplawmoor                              | £1,500                |
| Notice board at Broadlie Road, Neilston (adjacent to St Thomas's Primary School) | £800                  |
| <b>TOTAL</b>   | <b>£2,300</b>         |
| <b>REMAINING BALANCE</b>   | <b>£5,200</b>         |

- (b) that the following projects be continued:-

| <b>PROJECT</b>   | <b>COSTS/COMMENTS</b>   |
|--|---|
| Bench and attached planters at Double Hedges Road, Neilston      | Other funding options to be pursued   |
| Provision of 2 bespoke memorial benches at Neilston War Memorial | £1,548. Further discussion on alternative funding opportunities and additional benches to take place. |

- (c) to note that the project to install two floodlights at the war memorial, Cowan Park, Barrhead could not be funded by the Area Forum due to ongoing maintenance costs relating to the required energy supply;
- (d) to note that Councillor Hay would discuss funding for improvements at war memorials with Councillor O'Kane in the first instance;
- (e) otherwise, to note the report and comments made.

**QUESTION AND ANSWER SESSION**

5. The following issues were raised:-

- (i) Warranty conditions relating to notice board supplied to community councils

Under reference to the Minute of the previous meeting (Item 6(i) refers), Ms Reilly asked for an update on warranties for new notice boards. The Committee Services Officer undertook to clarify this position and report back to members of the Area Forum in due course.

(ii) Future of Area Forums

Under reference to the Minute of the previous meeting (Item 4(c) refers), Councillor Hay confirmed that he had spoken to the Head of Democratic and Partnership Services regarding the future of Area Forums but that no update had yet been received. He advised that he would pursue this again with the Head of Democratic and Partnership Services.

(iii) Advertising Trailer at Greenlaw Village

Under reference to the Minute of the previous meeting (Item 6(ii) refers), it was reported that there were no restrictions on this type of advertising as long as the vehicle was taxed and parked appropriately. Sergeant Higgins asked if permission was required from the Council to advertise on a public road, following which Councillor Buchanan advised that he would investigate further and report back in due course.

(iv) Large Commercial Bins

Mrs Connelly advised that she had received a number of complaints about a commercial bin which had been placed on the pavement outside a hot food outlet in the centre of Barrhead and asked if anything could be done to remove the bin from that location. Councillor Hay advised that there was often no other suitable location for the siting of commercial bins due to access arrangements and that, as long as the bins were being emptied regularly and were not causing an obstruction, the Council was unable to take any action.

(v) Car Parking at Barrhead Foundry

Having heard Mr Jesner ask if more parking spaces would be made available at Barrhead Foundry in due course, Councillor Buchanan advised that more spaces would be made available when landscaping work had been completed but that the number of spaces overall had been reduced in this area. As part of the landscaping work, a new walkway would be established between Barrhead Foundry and the Asda car park and an agreement had been made with Asda that Foundry users would be able to park there. Councillor Buchanan also advised that there would be an area in front of the Foundry for public events on completion of the landscaping work.

The Forum agreed:-

- (a) that the Committee Services Officer would request information on warranties for new notice boards;
- (b) that Councillor Hay would again contact the Head of Democratic and Partnership Services for an update on the future of Area Forums;
- (c) that Councillor Buchanan would seek clarification regarding advertising on public roads; and
- (d) otherwise, to note the comments made.



**DATE OF NEXT MEETING**

6. It was reported that the next meeting of the Forum would be held in the Council Offices, Main Street, Barrhead on Thursday, 10 September 2015 at 7.00pm.

