

Minute of Meeting Council

Date	Time	Venue
Thursday, 22 June 2023	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Edward Grady, Councillor Gillian Graham, Councillor Neill Graham, Councillor John Gray, Councillor Anne Hannigan, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Alec Leishman, Councillor Bruce MacFarlane, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor David McGonigle, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Sam Mullin, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Ben Smith, Councillor Andy Steel

In Attendance

A Russell, Chief Executive; G McNeil, Director of Environment, Housing & Infrastructure; A MacArthur, Director of Finance & Resources; S Quinn, Director of Children's Services; L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, L McIntyre, Head of Policy & Partnerships, B Walker, Programme Director (City Deal & Infrastructure Programme Director), D Love, Chief Planning Officer and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); C Dalrymple, Head of Facilities & Property Management and L Feely, Head of Housing Services, (both Environment, Housing & Infrastructure); T McGilvery, Head of Schools (Senior Phase & Inclusion) and J Trainer, Head of Child Care & Criminal Justice (both Children's Services); M Conaghan, Head of Corporate Governance, P Murray, Head of Digital, Transformation & Customer Services, C McCourt, Head of Finance & Procurement, J Lynch, Head of Property Services, D Campbell, Assistant Managing Solicitor (Licensing), L Belshaw and D Low, both Democratic Services Managers, G Dickie, Partnering & Commissioning Manager, and D Cunningham and J Barron, both Assistant Committee Services Officers (all Finance & Resources); C Lavery, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (OneRen).

Also In Attendance

Mr D Bowles, Independent External Review Lead Officer.

Chair

Provost Cameron, Convener, presided.

Webcasting of Council Meeting

Prior to the commencement of the meeting, Provost Cameron intimated that this meeting would be filmed for live or subsequent broadcast via the Council's internet site.

Declarations of Interest

Councillor Hughes declared an interest in item 16 - Notice of Motion 7 by Councillors McGuire and Grady - for the reason that she was a sponsor of a Renfrew Football Club player. Councillor Hughes indicated that as she had declared an interest, she would leave the meeting during any discussion and voting on the item.

Councillor Shaw declared an interest in item 16 - Notice of Motion 7 by Councillors McGuire and Grady - for the reason that he was a sponsor of Renfrew Football Club. Councillor Shaw indicated that as he had declared an interest, he would leave the meeting during any discussion and voting on the item.

Transparency Statements

Councillor McMillan indicated that he had a connection to items 3A - Dargavel Primary - Independent External Review - and 3B - Dargavel Primary School Independent Review - Response to Recommendations - by reason of his son being employed by BAE Systems, noting that his son was far removed from the side of the business dealing with the land negotiations. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor K MacLaren indicated that he had a connection to item 18 - Notice of Motion 9 by Councillors McGurk and Innes - by reason of being a volunteer Director of Shopmobility Paisley and District. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Campbell indicated that she had a connection to items 3A - Dargavel Primary - Independent External Review - and 3B - Dargavel Primary School Independent Review - Response to Recommendations - by reason of being an NHS employee outwith the Renfrewshire Health and Social Care Partnership. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor M MacLaren indicated that she had a connection to item 18 - Notice of Motion 9 by Councillors McGurk and Innes - by reason of being a volunteer with Shopmobility Paisley and District and her husband being a volunteer Director of the organisation. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor Mullin indicated that he had a connection to items 3A - Dargavel Primary - Independent External Review - and 3B - Dargavel Primary School Independent Review - Response to Recommendations - by reason of being an NHS employee outwith the Renfrewshire Health and Social Care Partnership. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

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

There were submitted the Minutes of the following meetings of the Council, Boards and Panels on the dates specified:

Placing Requests & Exclusions Appeals Panel, 3 May 2023
 Council, 4 May 2023
 Placing Requests & Exclusions Appeals Panel, 9 May 2023
 Personnel Appeals & Applied Conditions of Service Appeals Panel, 12 May 2023
 Placing Requests & Exclusions Appeals Panel, 15 May 2023
 Communities & Housing Services Policy Board, 16 May 2023
 Regulatory Functions Board, 17 May 2023
 Education & Children's Services Policy Board, 18 May 2023
 Personnel Appeals & Applied Conditions of Service Appeals Panel, 19 May 2023
 Petitions Board, 22 May 2023
 Audit, Risk & Scrutiny Board, 22 May 2023
 Economy & Regeneration Policy Board, 23 May 2023
 Planning & Climate Change Policy Board, 23 May 2023
 Infrastructure, Land & Environment Policy Board, 24 May 2023
 Personnel Appeals & Applied Conditions of Service Appeals Panel, 25 May 2023
 Local Review Body, 30 May 2023
 Regulatory Functions Board, 1 June 2023
 Placing Requests & Exclusions Appeals Panel, 7 June 2023
 Finance, Resources & Customer Services Policy Board, 8 June 2023
 Leadership Board, 14 June 2023
 Placing Requests & Exclusions Appeals Panel, 19 June 2023

It was noted that the Minute of the meeting of the Personnel Appeals & Applied Conditions of Service Appeals Panel held on 12 May 2023 stated that the meeting took place in Corporate Meeting Room 2 when it was actually held in Corporate Meeting Room 1.

DECIDED: That the Minutes, subject to the noted amendment, be approved.

2 **Provost's Update**

The Provost circulated an update report in relation to duties she had undertaken since the previous meeting of the Council, held on 4 May 2023.

DECIDED: That the information be noted.

3(a) **Dargavel Primary - Independent External Review**

Under reference to item 1 of the Minute of the Special Meeting of the Education and Children's Services Policy Board held on 7 November 2022, there was submitted a report by the Chief Executive relative to the findings of the Independent External Review of the Council's assessment of the demand for education for Dargavel Village, secured in Section 75 Agreements with BAE Systems.

Reference was made to the report submitted to the Special Meeting of the Education and Children's Services Policy Board meeting held on 7 November 2022 which set out an interim solution for implementation for August 2023 and advised that a further report outlining options for a permanent solution would be brought to a future meeting of that Board. It was agreed at that meeting that the Chief Executive would request an Independent External Review to assess the circumstances which led to the very significant error in school capacity planning. On 5 December 2023 the Chief Executive advised Members that David Bowles had been instructed to carry out the External Independent Review into the matter. The investigation's terms of reference and potential timescales were also provided.

The report provided detail on Mr Bowles' credentials, detailing that he had been appointed through SOLACE, Business and was a highly experienced former local government Director and Chief Executive having held a number of demanding and challenging Director and Chief Executive posts over a 25 year period across both England and Wales, including Chief Executive of four different authorities. He was also a highly experienced lead on major independent investigations and reviews and had been commissioned to carry out a number of significant, complex and sensitive investigations across both the local government sector and the NHS.

The Terms of Reference for the Investigation were set out in full at Appendix 1 of the report and were intended to be wide ranging, covering the matters raised by the Education & Children's Services Policy Board together with a number of other factors deemed potentially relevant. The Terms of Reference provided a background to the investigation together with details on the independence of the review; the team compiled to carry out the review; the scope of the investigation; the anticipated methodology; and reporting and timescales.

Following the conclusion of the Independent External Review a report on the findings had been received by the Council. This was set out in full at Appendix 2 to the report.

Councillor J MacLaren, seconded by Councillor Leishman, moved an amendment which Provost Cameron ruled was not competent, in terms of Standing Order 21(a).

DECIDED: That the content of the Independent External Review Report, as attached Appendix 2 to the report, be noted.

3(b) **Dargavel Primary School Independent Review - Response to Recommendations**

There was submitted a report by the Chief Executive relative to the recommendations of the Independent External Review of the Council's assessment of the demand for education for Dargavel Village, secured in Section 75 Agreements with BAE Systems and the action to be undertaken in response to them.

The report made reference to the findings detailed in the report on the Independent External Review which was considered at item 3(a) of this Minute. It was advised that the Chief Executive had considered the content of the review report and had accepted the findings and conclusions reached.

A response to each of the eight recommendations of the Review report:- build a more robust model of primary school need for Dargavel; reconsider catchment areas; produce robust supplementary guidance on developer contributions; seek to work cooperatively with BAE; improve corporate working and organisational culture; review how the Council identifies and manages risk; ensure the appropriate involvement of Members in such developments; work in an open and transparent manner, particularly with Dargavel residents, to begin to restore public confidence - was provided detailing the action taken to date together with planned action going forward. A lead officer was also assigned to each.

Councillor Nicolson, seconded by Councillor J Cameron, proposed that Council agree that in light of the Independent External Review of Dargavel that there was a requirement to convene a cross-party body to discuss and review existing governance arrangements of Renfrewshire Council and further agrees to delegate arrangements to the Head of Corporate Governance. This was agreed unanimously.

DECIDED:

(a) That a cross-party body to discuss and review existing governance arrangements of Renfrewshire Council be convened;

(b) That authority be delegated to the Head of Corporate Governance to make arrangements for the cross-party body; and

(c) That the Chief Executive's response to the findings and recommendations of the Independent External Review be noted.

Sederunt

Councillors McCulloch and Smith left the meeting at this point.

Adjournment

The meeting adjourned at 11.10 am and reconvened at 11.33 am.

4 **General Fund Financial Outlook**

There was submitted a report by the Director of Finance & Resources relative to the general financial outlook for the Council.

The report made reference to the Scottish Government's Medium Term Financial Strategy which outlined a growing financial gap for the Scottish Government and would likely lead to little prospect of an improved grant settlement for local government over the medium term. The Council's financial outlook remained broadly consistent with that previously reported to members, however the ability of the Council to continue to develop and implement savings at the scale and pace required in order to remain financial sustainable was now exceptionally difficult.

Detailed updates were provided in the report in relation to the Council's current financial position in terms of revenue; the Scottish Government Medium Term Financial Strategy; the financial outlook of the Council; the Council's Financial Strategy Response; and amendments to the Capital Investment Programme.

DECIDED:

(a) That the update provided in the report with regard the Scottish Government's Medium Term Financial Strategy be noted;

(b) That the update to the Council's medium term financial strategy, the estimated financial gap the Council faced over the medium term and the heightened financial risks the Council faced in the short term be noted;

(c) That it be agreed that officers continue to progress financial sustainability and transformation workstreams and that further savings options be developed for member consideration;

(d) That the revision to the Capital Plan, as outlined in section 7 of the report, be noted; and

(e) That the updated Capital Programme be noted.

5 **Unaudited Annual Accounts 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Council's Accounts and Group Accounts for 2022/23 which would be submitted for audit by the statutory deadline of 30 June 2023.

The unaudited accounts and associated working papers would, subject to approval, be passed to the external auditor (Azets) for review. Their report on the accounts would be submitted to a future meeting of the Audit, Risk & Scrutiny Board for consideration prior to the audited accounts being presented to Council for approval. It was noted that separate accounts had been prepared for the Coat's Observatory Trust Fund and these were also submitted for approval.

The Annual Governance Statement had been incorporated into the annual accounts document and this also required specific approval by Council. In compliance with charity accounting requirements, the Council's accounts did not incorporate statements relating to Common Good Funds and the Charitable Trust Funds which the Council controlled. Separate accounts had been prepared to meet these requirements.

DECIDED:

(a) That it be noted that the group accounts were subject to completion, as outlined in Section 8 of the report, and that it be agreed that authority be delegated to the Director of Finance & Resources to submit the accounts to external audit within the relevant timescales;

(b) That the Annual Governance Statement for 2022/23 be approved;

(c) That the revenue outturn position for the Council be noted and the sums earmarked within the General Fund reserves and HRA reserves as, outlined in Section 4 and Appendix 1 of the report, be approved;

(d) That the transfer of resources, as outlined in Table 1 and Appendix 1 of the report, be approved;

(e) That the annual accounts for the Coats Observatory Trust Fund, which under accounting regulations required to be prepared and audited separately from the Council's accounts, be approved; and

(f) That it be agreed that the meeting of the Audit, Risk and Scrutiny Committee scheduled for 18 September 2023 be rescheduled to 26 September 2023.

6 **Treasury Management Annual Report 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the treasury management activity which was required, by way of the Local Government Investments (Scotland) Regulations 2010, to be presented to Council at the end of each financial year.

The report intimated that during 2022/23 all aspects of the Treasury Policy Statement were complied with and provided an overview of Treasury activities, including the Treasury Portfolio Position as at 31 March 2023, reviews of borrowing and investment outturn, the borrowing strategy and new borrowing. Details of debt rescheduling and compliance with Treasury limits were also provided.

DECIDED: That the Treasury Management Annual Report for 2022/23 be approved.

7 **Governance Arrangements**

There was submitted a report by the Director of Finance & Resources relative to proposed updates to the Council's constitutional documents and Board memberships.

The report provided details on changes which were required to the Council's Standing Orders relating to Contracts to reflect recent developments in management structures, legislation, and procurement best practice. A list of the changes were set out at Section 3.1 and Appendix 1 of the report. A number of minor changes were also proposed to improve clarity of the Council's Financial Regulations, which were last updated in September 2018. A list of the changes were set out at Section 3.2 and Appendix 2 of the report. Detail was also provided in relation to updates to the Council's Scheme of Delegated Functions which had been made by the Director of Finance & Resources using delegated powers. The updates were listed in Section 3.3 of the report.

The report also intimated a number of proposed changes to Board memberships, namely that Councillor Innes replace Councillor Campbell as a SNP group member on the Finance, Resources & Customer Services Policy Board and the Petitions Board and that Councillor Leishman replace Councillor Gray as a Conservative group member on the Education & Children's Services Policy Board.

DECIDED:

- (a) That the Council's revised Standing Orders Relating to Contracts, as set out at Appendix 1 to the report, be approved;
- (b) That the Council's revised Financial Regulations, as set out at Appendix 2 to the report, be approved;
- (c) That the revised Scheme of Delegated Functions be noted;
- (d) That it be agreed that Councillor Innes replace Councillor Campbell as a SNP group member on the Finance, Resources & Customer Services Policy Board and the Petitions Board; and
- (e) That it be agreed that Councillor Leishman replace Councillor Gray as a Conservative group member on the Education & Children's Services Policy Board.

8 **Statutory Review of Polling Places and Polling Districts**

There was submitted a report by the Director of Finance & Resources relative to the process of conducting the next statutory review of the Council's polling places and polling districts.

The report intimated that, in terms of the Representation of the People Act 1983, local authorities were required to divide their area into polling districts for the purposes of parliamentary and other elections and to designate polling places for these polling districts and keep them under review. The Electoral Registration and Administration Act 2013 further amended the Representation of the People Act 1983 by introducing a statutory duty for all polling districts and polling places to be reviewed by the end of January 2015 and at least every 5 years thereafter.

The report set out that the previous statutory review was approved by Council on 5 December 2019 and the approved Polling Plan was set out at Appendix 1 of the report. Although the next review did not require to be concluded until December 2024, all Council polling places would be assessed over the summer 2023 to ensure they were suitable in terms of the provisions of the Election Act 2022. It was noted that the review would be conducted on the basis of UK Parliamentary constituencies however it was intended that the revised Polling Plan would align with the Scottish Parliamentary constituency boundaries and Council Ward boundaries, thus avoiding the necessity for differing polling plans for different types of election.

A timetable for the review was set out at Section 3.7 of the report which provided dates for:- the publication of the notice of review; the deadline for representations by interested parties; consideration of the initial proposal by Council; the publication of draft proposals; and the deadline for comments/suggestions on these proposals - and intimated that the final proposals were expected to be presented to Council on 14 December 2023.

DECIDED: That the content of the report be noted.

9 **Second Review of Scottish Parliament Boundaries – Publication of Provisional Proposals for Constituencies**

There was submitted a report by the Chief Executive relative to Boundaries Scotland's 2023 Second Review of Scottish Parliament Boundaries – Publication of Provisional Proposals - Constituencies.

Boundaries Scotland published its Provisional Proposals for Scottish Parliament constituencies and invited comments on those Initial Proposals no later than 17 June 2023 and a response, as set out at Appendix 1 to the report, was duly submitted on behalf of the Returning Officer. Boundaries Scotland had indicated that if an initial response was submitted by the deadline then they would accept a final response following its consideration by Council.

The report provided information on the current constituencies and administration arrangements, detailing that Renfrewshire Council currently administered elections for three Scottish Parliamentary Constituencies - Paisley, Renfrewshire North and West and Renfrewshire South. Under reference to Boundaries Scotland's proposals, it was advised that Renfrewshire would retain responsibility for three constituencies, however those proposed constituencies differed significantly from the existing constituencies. Details of the proposed changes were set out in Section 4 of the report.

The Returning Officer's response, as set out at Appendix 1 to the report, highlighted a number of concerns which included the relocation of the Paisley Northwest Ward to the new Renfrewshire; the splitting of Johnstone between the Renfrewshire South and Renfrewshire West Constituencies; and extension eastwards of the Renfrewshire South constituency resulting in a very disparate area stretching from Lochwinnoch to Newton Mearns and Eaglesham in the East incorporating parts of Johnstone.

The report set out the expected next steps including potential for a further consultation and local inquiries on the proposals in late 2023; consultation on further recommendations for constituencies in 2024; consultation on Scottish Parliament regions; and the submission of final recommendations to the Scottish Parliament in 2025.

The Head of Corporate Governance indicated that an error had been noted in the consultation response, namely that the Returning Officer rejected the proposal that the new Renfrewshire South constituency be administered by East Renfrewshire Council on the basis that the majority of the electorate would reside in the Renfrewshire Council area. It had since been confirmed that the majority of the electorate would reside in the East Renfrewshire Council area despite the vast majority of the constituency's land being located in the Renfrewshire Council area. It was proposed that the final response would still object to the provisional proposals based on the geographic layout of the constituency. This was agreed unanimously.

DECIDED:

(a) That the response issued by the Returning Officer, as set out at Appendix 1 to the report, also being a response on behalf of the Council, to Boundaries Scotland's 2023 Second Review of Scottish Parliament Boundaries – Publication of Provisional Proposals - Constituencies be approved subject to the amendment in relation to the administration of the proposed Renfrewshire South constituency as noted by the Head of Corporate Governance;

(b) That it be noted that there would be at least one further consultation on the Review during 2023 with further consultations being carried out in 2025 and a final report submitted to Scottish Ministers by 1 May 2025; and

(c) That it be noted that the new boundaries would be effective at the next Scottish Parliament election, expected in May 2026.

10 Notice of Motion 1 by Councillors J MacLaren and N Graham

There was submitted a Notice of Motion by Councillors J MacLaren and N Graham in the following terms:

“A8 Langbank Roundabout

Council is very concerned at the increasing number of accidents at the A8 Langbank Roundabout. A Scottish Transport/Trunk Road review is ongoing for this location which is due to deliver its initial findings by the end of October.

Council agrees to write to Transport Scotland highlighting concerns and requesting that this review is accelerated and that it is now considered very urgent indeed.”

Councillor J MacLaren, seconded by Councillor N Graham, then moved the motion which was agreed unanimously.

DECIDED: A8 Langbank Roundabout

Council is very concerned at the increasing number of accidents at the A8 Langbank Roundabout. A Scottish Transport/Trunk Road review is ongoing for this location which is due to deliver its initial findings by the end of October.

Council agrees to write to Transport Scotland highlighting concerns and requesting that this review is accelerated and that it is now considered very urgent indeed.

11 **Notice of Motion 2 by Councillors Devine and Hood**

There was submitted a Notice of Motion by Councillors Devine and Hood in the following terms:

"Zero Hours Justice

Council notes the use of zero hour contracts has risen over the last decade, meaning there is an increasing number of workers who do not have a guaranteed number of working hours each week.

This Council does not accept the rhetoric that zero hour contracts provide 'flexibility' both for the worker and the employer, and instead notes that such contracts nearly always provide on-sided flexibility in favour of the employer.

Workers on zero hour contracts face financial insecurity as a result of:

(a) The insecurity of not knowing how many hours they are working from week to week and, sometimes, from day to day.

(b) Getting too few hours to financially make ends meet.

(c) Spending money to be able to work and then being out of pocket when hours are cancelled – travel costs, childcare costs etc.

(d) Getting hours at the last minute have having to make urgent arrangements for childcare or other caring responsibilities or cancel social plans.

(e) The fear of refusing hours lest it results in fewer hours being offered, or bullying and harassment, from the employer.

Any of these issues can result in the interference and employer control of the worker's life outside working time. This can result in debt, health issues because of household poverty and mental anguish and anxiety. This can not only affect the worker themselves, but the whole family unit.

Council further notes that despite the government promising on numerous occasions new legislation to provide better security for worker on zero hour contracts, it has failed to do so.

Zero hour contracts are not only used in the private sector and some local authorities directly employ workers on zero hour contracts. This Council is proud to be a local authority that does not and will not use zero hour contracts.

This Council supports the work of zero hours justice, an organisation which seeks to end exploitative zero hour contracts by providing help for workers on such contracts, and supporting businesses and other organisations that either do not use zero hour contracts or only do so in accordance to minimal criteria.

This Council resolves to lead by example and to reaffirm our commitment to providing security to our workers by being an employer that does not directly employ our workers on zero hour contracts.”

Councillor Devine, seconded by Councillor Hood, then moved the motion.

Councillor Graham, seconded by Councillor Leishman, moved as an amendment that:

"Council notes the use of zero-hour contracts has risen over the last decade.

While not suitable for everyone zero-hour contracts have a part to play in a modern, flexible labour market because, for a small proportion of the workforce, that may be the kind of contract that is right for them.

It is important to make sure that those benefitting from the flexibility of these contracts are not exploited by unscrupulous employers.

People should have the freedom to look for and take other work opportunities and have more control over their work hours and income. Individuals on these contracts must also be allowed to make a complaint to an employment tribunal if their employer mistreats them for working or seeking to work elsewhere.

Council supports the Workers (Predictable Terms And Conditions) Bill."

On the roll being called, the following members voted for the amendment: Councillors N Graham, Gray, Leishman, J MacLaren and McGonigle.

The following members voted for the motion: Councillors Adam, Airlie-Nicolson, Ann-Dowling, Burns, J Cameron, Provost Cameron, Councillors Campbell, Clark, Davidson, Devine, Andy Doig, Audrey Doig, Gilmour, Grady, G Graham, Hannigan, Hood, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McDonald, McEwan, McGuire, McGurk, McMillan, McNaughtan, Montgomery, Mullin, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

5 members having voted for the amendment, 36 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Zero Hours Justice

Council notes the use of zero hour contracts has risen over the last decade, meaning there is an increasing number of workers who do not have a guaranteed number of working hours each week.

This Council does not accept the rhetoric that zero hour contracts provide ‘flexibility’ both for the worker and the employer, and instead notes that such contracts nearly always provide on-sided flexibility in favour of the employer.

Workers on zero hour contracts face financial insecurity as a result of:

- (a) The insecurity of not knowing how many hours they are working from week to week and, sometimes, from day to day.
- (b) Getting too few hours to financially make ends meet.
- (c) Spending money to be able to work and then being out of pocket when hours are cancelled – travel costs, childcare costs etc.
- (d) Getting hours at the last minute have having to make urgent arrangements for childcare or other caring responsibilities or cancel social plans.
- (e) The fear of refusing hours lest it results in fewer hours being offered, or bullying and harassment, from the employer.

Any of these issues can result in the interference and employer control of the worker's life outside working time. This can result in debt, health issues because of household poverty and mental anguish and anxiety. This can not only affect the worker themselves, but the whole family unit.

Council further notes that despite the government promising on numerous occasions new legislation to provide better security for worker on zero hour contracts, it has failed to do so.

Zero hour contracts are not only used in the private sector and some local authorities directly employ workers on zero hour contracts. This Council is proud to be a local authority that does not and will not use zero hour contracts.

This Council supports the work of zero hours justice, an organisation which seeks to end exploitative zero hour contracts by providing help for workers on such contracts, and supporting businesses and other organisations that either do not use zero hour contracts or only do so in accordance to minimal criteria.

This Council resolves to lead by example and to reaffirm our commitment to providing security to our workers by being an employer that does not directly employ our workers on zero hour contracts.

12 **Notice of Motion 3 by Councillors McMillan and Ann-Dowling**

There was submitted a Notice of Motion by Councillors McMillan and Ann-Dowling in the following terms:

“Accounts Commission Publication

Council notes the Accounts Commission's publication released on the 17th May concerning local government.

Council acknowledges its findings and accepts the statement from the commission that radical change is needed across Scotland's Councils.

Council furthermore calls for the Scottish Government to work closely with Councils, COSLA and local communities to ensure that quality services are still able to be delivered by local Councils.”

Councillor McMillan, seconded by Councillor Ann-Dowling, then moved the motion which was agreed unanimously.

DECIDED: Accounts Commission Publication

Council notes the Accounts Commission's publication released on the 17th May concerning local government.

Council acknowledges its findings and accepts the statement from the commission that radical change is needed across Scotland's Councils.

Council furthermore calls for the Scottish Government to work closely with Councils, COSLA and local communities to ensure that quality services are still able to be delivered by local Councils.

13 **Notice of Motion 4 by Councillors Hughes and Shaw**

There was submitted a Notice of Motion by Councillors Hughes and Shaw in the following terms:

“Jazzle Dazzle Studios: World Champions

Renfrewshire Council send our congratulations to Jazzle Dazzle Studios in Renfrew on being crowned World Champions in three events, and winning the silver medal in another, in the 2023 All Star Open World Championships in Orlando, Florida.

Council commends coaches Jackie Bryceland and Michelle Holmes, alongside senior dancers Eilidh, Ellie, Emma, Grace, Kayleigh, Layla, Megan and Rachel, and mini dancers Carly, Gabrielle, Indie, Lauren, Olivia, Orla, Rachel and Robyn on the dedication, talent and skill they have demonstrated in training and competing, and send our very best wishes for future victories.

Council requests that the Provost support Jazzle Dazzle Studios to celebrate their World Champion status with appropriate civic hospitality.”

Councillor Hughes, seconded by Councillor Shaw, then moved the motion which was agreed unanimously.

DECIDED: Jazzle Dazzle Studios: World Champions

Renfrewshire Council send our congratulations to Jazzle Dazzle Studios in Renfrew on being crowned World Champions in three events, and winning the silver medal in another, in the 2023 All Star Open World Championships in Orlando, Florida.

Council commends coaches Jackie Bryceland and Michelle Holmes, alongside senior dancers Eilidh, Ellie, Emma, Grace, Kayleigh, Layla, Megan and Rachel, and mini dancers Carly, Gabrielle, Indie, Lauren, Olivia, Orla, Rachel and Robyn on the dedication, talent and skill they have demonstrated in training and competing, and send our very best wishes for future victories.

Council requests that the Provost support Jazzle Dazzle Studios to celebrate their World Champion status with appropriate civic hospitality.

14 **Notice of Motion 5 by Councillors Andy Doig and Hood**

There was submitted a Notice of Motion by Councillors Andy Doig and Hood in the following terms:

“RBS/Nat West and Retention of Working ATM’s in Johnstone

This Council notes that during the Coronavirus crisis NatWest/Royal Bank of Scotland had a specific policy of keeping ATM’s open as they specifically understood that free access to cash was crucial for families, businesses, and communities.

Council further commends NatWest/Royal Bank of Scotland for retaining a working ATM in Lochwinnoch when the RBS branch there closed, and requests that they apply the same consideration in Johnstone, and agrees to write to NatWest/RBS asking them to retain their two working ATM’s in Church Street for the benefit of the community.”

Councillor Andy Doig, seconded by Councillor Hood, then moved the motion which was agreed unanimously.

DECIDED: RBS/Nat West and Retention of Working ATM’s in Johnstone

This Council notes that during the Coronavirus crisis NatWest/Royal Bank of Scotland had a specific policy of keeping ATM’s open as they specifically understood that free access to cash was crucial for families, businesses, and communities.

Council further commends NatWest/Royal Bank of Scotland for retaining a working ATM in Lochwinnoch when the RBS branch there closed, and requests that they apply the same consideration in Johnstone, and agrees to write to NatWest/RBS asking them to retain their two working ATM’s in Church Street for the benefit of the community.

15 **Notice of Motion 6 by Councillors Andy Doig and Hood**

There was submitted a Notice of Motion by Councillors Andy Doig and Hood in the following terms:

“Scottish Government Consultation on Land Reform Bill

This Council commends steps taken to eradicate legal feudal disabilities by the Labour/Liberal Democrat Scottish Executive (1999/2003) and the SNP Government (2011/2016), but recognises that the current Scottish Government consultation, on a new Land Reform Bill, represents an opportunity to finally dismantle the feudal system of Scottish land ownership. A historic system where continuing concentration of ownership remains a significant barrier to communities exercising their rights, and growing their economy.

Council agrees that land represents a huge reserve of unearned wealth in Scotland; resolves that there is a need for stronger action to break-up the concentration of land ownership within Scotland in the public and national interest, in terms of both successfully meeting the climate challenge and boosting economic regeneration across Scotland; believes that a clearly defined, legally enforced, public interest test is needed to ensure that land holdings work for the benefit of the people of Scotland; and conclude is that the new Land Reform Act should empower the Scottish Land Commission with the right of compulsory purchase if felt necessary.

Council further agrees to send the above statement to the Scottish Government, for their consideration, in the drafting of the Bill.”

Councillor Andy Doig, seconded by Councillor Hood, then moved the motion.

Councillor Graham, seconded by Councillor Leishman, moved as an amendment that:

"Council notes the consultation currently being done by the Scottish Government on a new Land Reform Bill.

Council notes that these are still in the early stages of development, and more resource must be concentrated on improving the planning system which must be made to support communities in producing effective Local Place Plans, which would increase community-led development and inform Local Development Plans which landowners to work with to deliver for the local area.

Regional Land Use Partnerships (RLUPs) have been cited by the Scottish Land Commission as being an important mechanism with which to coordinate regional land use and priorities at a large scale Community Right to Buy legislation already gives established and capable community bodies the opportunity to acquire land and assets to use in the interests of the community. The main issue with this legislation is the complex and bureaucratic requirements on communities wishing to register. These systems must be assessed and improved to attain the Scottish Government's ambitions for increased community ownership.

There is growing evidence that management of land at scale has positive outcomes for the environment and communities. and, more than half of respondents from the Scottish Land Commission's own survey considered management at scale to be positive with the minority considering it as negative."

On the roll being called, the following members voted for the amendment: Councillors N Graham, Gray, Leishman, J MacLaren and McGonigle.

The following members voted for the motion: Councillors Adam, Airlie-Nicolson, Ann-Dowling, Burns, J Cameron, Provost Cameron, Councillors Campbell, Clark, Davidson, Devine, Andy Doig, Audrey Doig, Gilmour, Grady, G Graham, Hannigan, Hood, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McDonald, McEwan, McGuire, McGurk, McMillan, McNaughtan, Montgomery, Mullin, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

5 members having voted for the amendment, 36 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Scottish Government Consultation on Land Reform Bill

This Council commends steps taken to eradicate legal feudal disabilities by the Labour/Liberal Democrat Scottish Executive (1999/2003) and the SNP Government (2011/2016), but recognises that the current Scottish Government consultation, on a new Land Reform Bill, represents an opportunity to finally dismantle the feudal system of Scottish land ownership. A historic system where continuing concentration of ownership remains a significant barrier to communities exercising their rights, and growing their economy.

Council agrees that land represents a huge reserve of unearned wealth in Scotland; resolves that there is a need for stronger action to break-up the concentration of land ownership within Scotland in the public and national interest, in terms of both successfully meeting the climate challenge and boosting economic regeneration across Scotland; believes that a clearly defined, legally enforced, public interest test is needed to ensure that land holdings work for the benefit of the people of Scotland; and conclude is that the new Land Reform Act should empower the Scottish Land Commission with the right of compulsory purchase if felt necessary.

Council further agrees to send the above statement to the Scottish Government, for their consideration, in the drafting of the Bill.

Sederunt

Having previously declared an interest Councillors Hughes and Shaw left the meeting prior to consideration of the following item of business.

16 Notice of Motion 7 by Councillors McGuire and Grady

There was submitted a Notice of Motion by Councillors McGuire and Grady in the following terms:

“Renfrew Football Club

Congratulations to Renfrew FC on winning the West of Scotland League Second Division and good luck for next season.”

Councillor McGuire, seconded by Councillor Grady, then moved the motion which was agreed unanimously.

DECIDED: Renfrew Football Club

Congratulations to Renfrew FC on winning the West of Scotland League Second Division and good luck for next season.

Sederunt

Councillors Hughes and Shaw rejoined the meeting.

17 **Notice of Motion 8 by Councillors McGuire and Grady**

There was submitted a Notice of Motion by Councillors McGuire and Grady in the following terms:

“Boys Brigade Companies – Renfrew

Congratulations to the 1st and 3rd Boys Brigade Companies in Renfrew who celebrated their 135th and 75th Anniversaries.”

Councillor McGuire, seconded by Councillor Grady, then moved the motion which was agreed unanimously.

DECIDED: Boys Brigade Companies – Renfrew

Congratulations to the 1st and 3rd Boys Brigade Companies in Renfrew who celebrated their 135th and 75th Anniversaries.

Transparency Statements

Councillor McEwan indicated that she had a connection to the following item of business by reason of being a volunteer with the Team Up to Clean Up programme. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor J MacLaren indicated that he had a connection to the following item of business by reason of being a volunteer with the Team Up to Clean Up programme. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

18 **Notice of Motion 9 by Councillors McGurk and Innes**

There was submitted a Notice of Motion by Councillors McGurk and Innes in the following terms:

“Council welcomes the contribution that our volunteers make across Renfrewshire. Further acknowledges the vital role that they play in supporting local people and communities in Renfrewshire to be a better place in which to live.

Council notes that as part of this year’s national Volunteer Week over 40 local volunteers were recognised for their commitment to their communities in a special celebration event hosted by Renfrewshire Council’s Community Learning and Development team. The volunteers support adult literacy work, English as a Second Language (ESOL), Youth Voice groups, Duke of Edinburgh awards, Team Up to Clean Up and Street Stuff activities.”

Councillor McGurk, seconded by Councillor Innes, then moved the motion which was agreed unanimously.

DECIDED: Council welcomes the contribution that our volunteers make across Renfrewshire. Further acknowledges the vital role that they play in supporting local people and communities in Renfrewshire to be a better place in which to live.

Council notes that as part of this year's national Volunteer Week over 40 local volunteers were recognised for their commitment to their communities in a special celebration event hosted by Renfrewshire Council's Community Learning and Development team. The volunteers support adult literacy work, English as a Second Language (ESOL), Youth Voice groups, Duke of Edinburgh awards, Team Up to Clean Up and Street Stuff activities."

19 **Notice of Motion 10 by Councillors Innes and McGurk**

There was submitted a Notice of Motion by Councillors Innes and McGurk in the following terms:

"Safe Kids

Council welcomes the return of the annual Safe Kids event to St Mirren Football Club. Further, we thank over 2000 primary six pupils from across Renfrewshire that participated in the programme this year, as well as the council officers and our key Community Safety Partners that delivered this event.

Council notes that Safe Kids success to date is down to the innovative style with which the learning outcomes are delivered. Acknowledges that workshops are specifically designed to be fun, interactive and this allows vital messages to be delivered in subject areas that can be difficult to discuss with young people. Understands Safe Kids aims to reduce the number of accidents in young people, promote positive behaviour and eliminate risks in line with Renfrewshire Councils Community Plan."

Councillor Innes, seconded by Councillor McGurk, then moved the motion which was agreed unanimously.

DECIDED: Safe Kids

Council welcomes the return of the annual Safe Kids event to St Mirren Football Club. Further, we thank over 2000 primary six pupils from across Renfrewshire that participated in the programme this year, as well as the council officers and our key Community Safety Partners that delivered this event.

Council notes that Safe Kids success to date is down to the innovative style with which the learning outcomes are delivered. Acknowledges that workshops are specifically designed to be fun, interactive and this allows vital messages to be delivered in subject areas that can be difficult to discuss with young people. Understands Safe Kids aims to reduce the number of accidents in young people, promote positive behaviour and eliminate risks in line with Renfrewshire Councils Community Plan.

Obituary

Provost Cameron acknowledged the death of Jackie Green, former Renfrewshire Councillor, and made reference to the role of Convener of the Planning Board he had undertaken within the Council. She advised that she had issued a letter extending sympathy and condolences to his family on behalf of Renfrewshire Council. Individual members of the Council paid personal tributes endorsing the sentiments expressed.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Monday, 24 July 2023	15:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Gillian Graham, Mrs Elaine Knox

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

EXCLUSION OF PRESS AND PUBLIC

The Appeals Panel resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

1 **St Andrews Academy - Appeal against Refusal of a Placing Request - 23/01**

Consideration was given to an appeal against the refusal of a placing request at St Andrews Academy.

All participants had been invited to attend virtually by means of MS Teams. G Thomson, Senior Solicitor (Finance & Resources) and A Gallagher, Resource Manager (Children's Services), both representing the Education Authority, were in attendance. The appellant in respect of the appeal St Andrews Academy 23/01 was also in attendance, accompanied by a representative.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

G Thomson then presented the case for the Education Authority and led evidence from A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

The appellant, together with their representative, were then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed unanimously.

Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 27 July 2023	10:00	Remotely via MS Teams,

Present: Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Sam Mullin

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer, E Graham and R McCallum, both Administrative Assistants and J Whitehead, L Sandell and J Skinner, all ICT End User Support Officers (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting, the Convener intimated that this meeting would be recorded for subsequent broadcast via the Council's internet site.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of item 1 as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Grant of Temporary Taxi Driver's Licence – Personal Appearance

There was submitted the undernoted application for grant of a temporary Taxi Driver's Licence. The applicant had been asked to appear personally for the first time:-

Moloy Sarker

Mr Sarker, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

Admission of Press and Public

The press and public were invited into the meeting prior to consideration of the following item of business.

Declaration of Interest

During consideration of the following item of business, Councillor Graham declared an interest for the reason that he had knowledge of previous applications and objections in relation to funfairs in Barshaw Park. Councillor Graham indicated that as he had declared an interest, he would leave the online meeting during any discussion and voting on the item.

2 Grant of Temporary Public Entertainment Licence – Personal Appearance

There was submitted the undernoted application for grant of a temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Douglas and Lesley Frame and John Patrick, who submitted objections to the application:-

Applicant: Trevor Smith

Authorised activity: Fairground

Location: Barshaw Park, Paisley

Operating: 11 days – 10 to 20 August 2023 from 1.30pm to 9.30pm daily.

Mr Smith, the applicant, and his Solicitor, Mr McKissock both joined the meeting by video call, together with Mr Frame, one of the objectors to the application, who also joined the meeting by video call.

As a preliminary matter, Mr McKissock referred to the temporary licence provisions of the Civic Government (Scotland) Act 1982 in relation to the procedure followed and the objections received. The Managing Solicitor (Licensing) advised that the Council considered that it had discretion as to whether to grant temporary licence applications under the Act and would consider relevant information received when considering the application. The Convener proposed that the Board consider the objections received to the application. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 09 August 2023	10:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Mrs Elaine Knox, Councillor Iain McMillan

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

EXCLUSION OF PRESS AND PUBLIC

The Appeals Panel resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

1 **Gryffe High School - Appeal against Refusal of a Placing Request - 23/08**

Consideration was given to an appeal against the refusal of a placing request for S4 at Gryffe High School.

All participants had been invited to attend virtually by means of MS Teams. C Adam, Senior Solicitor (Finance & Resources), and K Christie, Headteacher of Gryffe High School and A Gallagher, Resource Manager (both Children's Services), all representing the Education Authority, were in attendance. The appellants in relation to appeal 23/08, together with an advocate for the pupil, were also in attendance.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

C Adam advised that the Education Authority had an additional submission which they wished to be considered by the Panel. There being no objection from the appellant, the additional submission was circulated to all parties.

C Adam then presented the case for the Education Authority and led evidence from K Christie and A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

The appellants were then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by unanimously.

2 **Gryffe High School - Appeal against Refusal of a Placing Request - 23/09**

Consideration was given to an appeal against the refusal of a placing request for S1 at Gryffe High School.

C Adam, K Christie and A Gallagher were asked to rejoin the meeting and the appellant in relation to appeal 23/09 was invited to join the meeting.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

C Adam then presented the case for the Education Authority and led evidence from K Christie and A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

The appellant was then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed unanimously.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 21 August 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Andy Doig, Councillor Chris Gilmour, Councillor John Gray, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Janis McDonald, Councillor Kevin Montgomery

In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, L Fingland, Service Planning & Policy Development Manager and L McGuinness, Communications Business Lead (Transformation) (all Chief Executive's); G Hutton, Head of Operations & Service Development and C Dalrymple, Head of Head of Facilities & Property Services (both Environment, Housing & Infrastructure); J Calder, Head of Early Years & Broad General Education (Children's Services); C McCourt, Head of Finance & Procurement, M Boyd, Head of People & Organisational Development, M Conaghan, Head of Corporate Governance, A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, P Feeney, Architecture & Technology Manager, S Fanning, Principal HR & OD Adviser, A Black, Managing Solicitor (DPO), D Pole, End User Technician, D Low, Democratic Services Manager and C McDonald, Senior Committee Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

Also in Attendance

G Devlin, Partner & National Head of Internal Audit (Azets).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor J Adam.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements made prior to the commencement of the meeting.

1 **Summary of Internal Audit Reports for period 01 April to 30 June 2023**

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit communicated the results of each engagement to the Board.

The appendix to the report detailed the category of assurance, service, assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 April to 30 June 2023.

The report intimated that in addition to the reports listed in the appendix, Internal Audit had an ongoing commitment to arrange corporate and service initiatives, progress information security matters in partnership with ICT and Legal Services, provide regular advice to officers, provide Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure and Renfrewshire Health & Social Care Integration Joint Board, co-ordination of the Council's Corporate Risk Management activity and management of the counter fraud, risk management and insurance team.

DECIDED: That the summary of Internal Audit findings report for the period 1 April to 30 June 2023 be noted.

2 **Internal Audit and Counter Fraud Progress and Performance for Period to 30 June 2023**

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 April and 30 June 2023 in terms of the delivery of the Audit Plan for the year and outlining actual performance against targets set by the Director of Finance & Resources.

No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service and the Service Level Agreement for the work contained time targets for completing this work. It was noted that the types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk.

The report also detailed the progress made against local and national initiatives involving Internal Audit and the Counter Fraud Team in the period.

The report advised that the Internal Audit Team and the Counter Fraud Team were currently working on a hybrid basis and were undertaking home/site visits when the need arose.

DECIDED: That the Internal Audit and Counter Fraud Team progress and performance from 1 April to 30 June 2023 be noted.

3 **2022/23 Complaints Handling Performance**

There was submitted a report by the Chief Executive relative to the annual complaints report 2022/23.

The report intimated that the Council's complaint-handling procedure aimed to have quicker, simpler and more streamlined complaints handling with early response by capable, well-trained staff. As part of the procedure, all complaints were recorded and monitored.

The report provided information on complaints closed during the year from 1 April 2022 to 31 March 2023 and performance on key indicators and highlighted improvements made to the complaints handling procedure over the past year to ensure that complaints were handled well, and the organisation learned from them and improved services.

It was noted that 9,155 complaints were received in 2022/23 compared with 9,193 in 2021/22; 88.3% of the complaints were dealt with as frontline responses; 83.8% of frontline complaints and 89.5% of investigation complaints received were completed within target timescales; the average time to respond to frontline complaints met the target of 4 days and was an improvement from the previous year figure of 5 days. The average time to respond to an investigation was 14 days, an improvement on the 2021/22 figure of 16.5 days, though this was still well within the SPSO target of 20 days. The 2022/23 breakdown of complaints received by services continued to be broadly reflective of the volume of services provided with Environment and Infrastructure delivering the highest volume and widest scope of frontline Council services and consequently having the highest volume of customer interactions.

A performance scorecard was included within the appendix to the report to provide additional data. It was noted that all indicators would continue to be monitored regularly and support and guidance would be provided to all services to assist with analysing and improving performance where required.

DECIDED: That the report be noted.

4 **Audit Scotland - Local Government in Scotland - Overview 2023**

There was submitted a report by the Chief Executive relative to Audit Scotland's report on behalf of the Accounts Commission, a copy of which was appended to the report.

The report identified five key challenges for local government in Scotland – financial sustainability, community needs, collaboration, leadership and workforce. Each of the key themes were considered in respect of the impact of the pandemic, the current challenges, and how councils were responding. A number of case studies were included to show how different councils dealt with the many challenges arising.

DECIDED:

(a) That the contents of the report be noted; and

(b) That the contents of the Audit Scotland Overview which was appended to the report be noted.

5 **Absence Statistics – Annual report 22/23 and Quarter 1 of 23/24**

There was submitted a report by the Director of Finance & Resources relative to the Absence Statistics annual report and the Council's absence statistics for quarter 1 of 2023/24 ending 30 June 2023.

The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost.

DECIDED: That the report be noted.

6 **Audit, Risk & Scrutiny Annual Report 2022/23 and Annual Programme 2022/23 - 2023/24**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2022/23 Annual Report and the Annual Programme 2023/24. The Annual Report was prepared in terms of the Council's Code of Corporate Governance, which highlighted the issues considered by the Board during the period August 2022 to June 2023.

The report intimated that during the period, the Board examined different topics including the programme of reviews; audit related matters; and annual reports by other bodies. The report advised that in terms of the guidelines for the operation of the Annual Programme, the Board was required to prepare an annual programme of activities. It was noted that the Bulk Items review was currently ongoing but the Neighbour Disputes review had paused due to the Lead Officer leaving his post and an exercise was currently underway to find a replacement Lead Officer.

The report proposed that four reviews go forward as part of the Annual Programme of Reviews for 2023/24 namely: charges for bulk items; neighbour disputes; lack of house and garden maintenance by some tenants and residents; and lead piping in public and private housing in Renfrewshire. It was agreed that these reviews be included in the 2023/24 programme.

DECIDED:

(a) That the Audit, Risk & Scrutiny Board Annual Report 2022/23 be noted;

(b) That it be agreed that four reviews go forward as part of the Annual Programme of Reviews for 2023/24 namely: charges for bulk items uplift for the elderly; neighbour disputes; lack of house and garden maintenance by some tenants and residents; and lead piping in public and private housing in Renfrewshire.

Minute of Meeting Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 22 August 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Carolann Davidson, Councillor Gillian Graham, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Alec Leishman, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Emma Rodden

Chair

Councillor McGurk, Convener, presided.

In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; L McIntyre, Head of Policy & Partnerships (Chief Executive's); L Feeley, Head of Housing Services, G Hannah, Head of Climate, Public Protection & Roads, T Irvine, Homeless & Housing Support Services Manager, N Drummond, Lead Officer (Environmental Co-ordination), C Hunter, Environmental Health Public Health Manager, I McKinnon, Mixed Tenure Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader, K Sillars, Housing Maintenance Manager, C Robertson, Warden Services Manager, D Murray, Area Housing Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Environment, Housing & Infrastructure); and J Kilpatrick, Finance Business Partner, D Pole, J Skinner and L Sandell, End User Technicians, R Devine Senior Committee Services Officer, J Barron, Committee Services Officer, D Cunningham, Committee Services & Licensing Officer and E Graham and K Marriott, both Committee and Licensing Assistants (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast on the Council's internet site.

Declarations of Interest and Transparency Statements

Councillor Mags MacLaren declared a connection in respect of Item 5 - Draft Renfrewshire Strategic Housing Investment Plan 2024/29 – by reason of holding a Council appointment on the Williamsburgh Housing Association board. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Police and Fire & Rescue Services Scrutiny Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 16 May 2023, a copy of which forms the Appendix to this document.

DECIDED: That the Minute be approved.

2 General Services Revenue, Housing Revenue Account and Capital Budget Monitoring

There was submitted a General Services Revenue, Housing Revenue Account and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 23 June 2023. The report stated that the projected outturn as at 31 March 2024 for all services reporting to this Policy Board was an underspend position of £0.343 million while the projected capital outturn for projects was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in tables within the report, together with further analysis contained with appendices. In addition, the report indicated that revenue expenditure budget adjustments totalling £0.591 million and capital budget adjustments of £0.517 million, had been processed since approval of the budget in March 2023. Details of the adjustments were outlined within the report.

The report also sought approval of an option which would enable the Housing Revenue Account reserves budget to be reinstated by a £0.300m recurrent saving, as a result of the re-design of the delivery of elements of housing management services through management actions in accordance with actions arising from the decision taken at the meeting of Council held on 2 March 2023. It was noted that these proposals would result in no reduction on existing service levels delivered to tenants.

DECIDED:

(a) That the projected Revenue outturn position, detailed in table 1 of the report, be noted;

(b) That the projected Capital outturn position, detailed in table 2 of the report, be noted;

(c) That the reinstatement of HRA reserves by £0.300 million, from the recurring saving option detailed in section 4.2 of the report, be approved; and

(d) That the budget adjustments, detailed in sections 4 and 6 of the report, be noted.

Sederunt

Councillor Nicolson joined the meeting during consideration of the following item of business.

3 Building Communities, Greenspaces, Parks & Play Areas, and Villages Investment Fund Update

There was submitted a report by the Chief Executive relative to the Greenspaces, Parks & Play Areas and Villages Investment Fund.

The report indicated that the key objective in allocating funding was to work with and support community groups to identify and deliver improvement projects in their local communities, improve their local greenspaces, including parks and play areas, and strengthen the identity, heritage, uniqueness and character of village life. The report indicated that the Funds were promoted to members of the relevant Local Partnerships and through links with communities to encourage eligible communities to bid for a share of the remaining funds. A review of Villages Investment Fund had identified that over £240,000 was available for village projects meeting the set criteria, £40,000 of Green Spaces Funding was accessible to wider Renfrewshire groups for small, appropriate green spaces and park projects, £28,000 of Green Spaces funding was available for fitting school projects and over £28,000 could be bid for by Team Up to Clean Up volunteers.

An appendix to the report detailed 11 Greenspaces Funding applications submitted for approval in terms of delegated authority. The report provided an update on the status of previously approved projects and outlined the progress of Team Up to Clean Up and the Environmental Taskforce, specifically the impacts these initiatives were having in terms of supporting active and engaged individuals and groups and provided updates on key performance indicators. It was proposed that additional efforts be made to encourage participation in the 'take the lead' initiative in the villages and rural areas. This was agreed.

DECIDED:

(a) That the work currently being undertaken to support communities as they developed and delivered projects to be funded using the Greenspaces, Parks & Play Areas and Villages Investment Fund be noted;

(b) That the impact of the funding and the benefits to the wider communities delivered by the projects, as set out in section 3 of the report, be noted; and

(c) That the update on the wider Building Communities programme, including Team Up to Clean Up and the Environmental Taskforce be noted and that additional efforts be made to encourage participation in the 'take the lead' initiative in the villages and rural areas.

4 **Scottish Social Housing Charter - Annual Return 2022/23**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Scottish Social Housing Charter Annual Return 2022/23.

The report intimated that Local Authorities and Registered Social Landlords were required to submit an Annual Return relating to their performance to the Scottish Housing Regulator (SHR) by the end of May each year. A copy of the Annual Return 2022/23 made on behalf of the Council, attached as Appendix 1 to the report, detailed Renfrewshire's performance and highlighted key future priorities for the Housing Service in terms of the continuation of driving improved performance and set out actions to support this. The report indicated that the general picture was positive, with improving or stable performance across the majority of the indicators. It was highlighted that where performance had dipped, this reflected the challenges faced during the Covid recovery period, some of which remained, particularly in relation to areas where ongoing issues within the construction industry affected service delivery and performance. The report also indicated that the SHR published all social landlords' performance on its website and, in common with other social landlords, the Council was required to report its performance against the Charter to all tenants. In accordance with guidance issued by the SHR, tenants would be consulted on the preferred format for the tenants' report.

The report also provided performance information in terms of three service performance indicators included within the Environment, Housing & Infrastructure Services - Service Improvement Plan 2023/26, approved at the meeting of this Policy Board held on 16 May 2023, and indicated that a consultation exercise had been undertaken by the SHR in respect of the Single Regulatory Framework. A copy of the consultation document and the draft response prepared on behalf of the Council and submitted by the deadline date of 11 August 2023 was attached as Appendix 2 to the report.

It was proposed that supplementary contextual information would be circulated to members relative to the number of Council-owned properties non-compliant with Scottish Housing Quality Standards, those non-compliant as a result of recently introduced standards and those which were non-compliant as a result of long-standing factors.

DECIDED:

(a) That the submission, made by the Head of Housing Services on the Scottish Social Housing Charter performance information 2022/23, as summarised in Appendix 1 of the report, be approved;

(b) That the specific indicators reported to Board as part of the Service Improvement Planning process be noted;

(c) That arrangements be made to circulate supplementary contextual information to members relative to the number of Council-owned properties non-compliant with Scottish Housing Quality Standards, those which were non-compliant as a result of recently introduced standards and those which were non-compliant as a result of long-standing factors; and

(d) That it be noted that the report advised of the Service's response to the Scottish Housing Regulator's consultation on the Single Regulatory Framework.

5 **Draft Renfrewshire Strategic Housing Investment Plan 2024/29**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the draft Strategic Housing Investment Plan (SHIP) 2024/29, a copy of which was appended to the report.

The report indicated that the SHIP, which detailed how funding for affordable housing would be targeted to achieve the objectives contained within Renfrewshire's Local Housing Strategy and support the delivery of a range of affordable housing projects across the Renfrewshire area, was reviewed and updated annually. In accordance with Scottish Government guidance the draft SHIP for the five-year period 2024/29, incorporated a flexible approach to project management by including a degree of overprogramming, so that affordable housing projects could be brought forward within the programme, taking advantage of any additional resources that might become available over the financial year. The report indicated that the Plan contained funding provision for new-build Council housing in the Housing Regeneration and Renewal areas where new-build housing was proposed. Details of the Future Resource Planning Assumptions for the period 2023/26 were also provided. The report proposed that following consultation, the finalised Plan would be submitted to a future meeting of this Policy Board for consideration and, if appropriate approval, prior to submission to the Scottish Government.

It was proposed that arrangements be made to provide members with additional information relative to the housing mix within each project area. This was agreed.

DECIDED:

(a) That the draft Strategic Housing Investment Plan 2024/29, a copy of which was appended to the report, be approved for consultation;

(b) That appropriate arrangements be made, in due course, to submit the finalised Plan to a future meeting of this Policy Board for consideration; and

(c) That arrangements be made to provide members with additional information relative to the housing mix within each project area.

6 **Housing – Tackling Dampness, Mould and Condensation**

Under reference to Item 8 of the Minute of this Policy Board held on 17 January 2023 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to actions implemented and proposed future actions to ensure the effective management of dampness, mould and condensation cases within Renfrewshire Council housing stock.

The report outlined the local processes in place to deal with reports of dampness and mould, detailed changes and improvements made in the previous six-month period, indicated that the processes and procedures would be subject to ongoing review and

outlined further remedial actions already identified.

It was proposed that regular reports be submitted to this Policy Board detailing the number of inspections undertaken and the number of cases raised. This was agreed. In addition, the Head of Housing Services would consider whether a grading of the severity of current cases could be implemented to provide more detail to members of the Policy Board.

DECIDED:

(a) That the actions taken to date and the proposed future actions to ensure the effective management of dampness, mould and condensation cases within the Renfrewshire Council housing stock be noted; and

(b) That regular reports be submitted to this Policy Board detailing the number of inspections undertaken and the number of cases raised and the Head of Housing Services to consider whether a grading of the severity of current cases could be implemented to provide more detail to members of the Policy Board.

7 **Tenant Support Fund Policy**

Under reference to item 5 of the Minute of the meeting of the Council held on 2 March 2023 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Tenants' Support Fund Policy.

The report advised that at the above meeting a rent increase of 5.5% had been approved and it had been acknowledged that additional income was needed to continue planned expenditure, including significant investment and regeneration initiatives, together with funding the annual costs of maintaining the housing stock and annual operating costs. It was highlighted that Renfrewshire had around 75% of tenants in receipt of support for their housing costs but that following the rent increase, tenants on partial benefit might need to make a minimal additional contribution and some tenants who might not have previously qualified for help with rent, might now be eligible for financial support. For those tenants who did not qualify for support with their housing costs, the rent increase was due in full. Consequently, it had also been agreed, as part of the approved Housing Revenue Account budget, that a fund be established to provide additional support to tenants in financial hardship and to fund additional service provision in the form of Specialist Income Advice to allow for exclusive support to tenants experiencing financial hardship. The Tenants' Support Fund, was intended to supplement the current rent collection process and be a temporary measure to alleviate existing and emerging financial stress, prevent and reduce escalating rent arrears and contribute to sustaining Council tenancies in Renfrewshire.

The draft Tenants' Support Fund policy, a copy of which was appended to the report, which included proposed application conditions and qualifying criteria was submitted for consideration. Concerns were expressed regarding the lack of detail within the Policy and it was proposed that the Policy be approved and further developed with six-monthly update reports, incorporating details of uptake, submitted to this Policy Board. This was agreed.

The report indicated that the impact of the Tenants' Support Fund, in relation to outcomes for tenants and the impact on the Housing Revenue Account financial

position would be monitored by officers and reported as part of the regular Service Improvement Plan outturn reports to future meetings of this Policy Board.

DECIDED:

(a) That the Tenants' Support Fund policy, as detailed in Appendix 1 of the report be approved;

(b) That it be agreed that the Tenants' Support Fund was processed as a weekly payment into the qualifying tenant's rent account in line with the charging frequency;

(c) That it be agreed that the fund would be applicable from 3 April 2023, the effective date of the rent increase, and that awards be backdated to that date if qualifying criteria was met;

(d) That the arrangements in place for assessing and managing requests for funding from the Tenants' Support Fund, as outlined in Appendix 1 of the report, be approved; and

(e) That the Policy be further developed with six-monthly update reports on the Tenants' Support Fund, incorporating details of uptake and support for tenants to make rent payments be included within future Service Improvement Plan outturn reports submitted to this Policy Board.

Sederunt

Councillor McCulloch left the meeting during consideration of the following item of business.

8 Housing-led Regeneration and Renewal Programme for Renfrewshire – Year 2 Update

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Housing-led Regeneration and Renewal Programme for Renfrewshire. The report outlined the aims of the Programme, approved at the meeting of the former Communities, Housing & Planning Policy Board held on 18 January 2022. It was also noted that amended proposals for three of the eight regeneration areas had subsequently been approved at the meeting of that Policy Board held on 15 March 2022. An update on progress made as part of phase two of the Programme was provided together with a timeline for delivery of works scheduled throughout the 10-year strategy period. Following approval of the proposals, tenants, residents and owners had been issued with regular updates advising them of the plans that had been approved for each area. In addition, the Council's website had dedicated Housing Regeneration pages which were regularly updated to ensure that residents were kept informed of progress. The report intimated that given the scope and complexity of the Regeneration Proposals, it was to be expected that the project timelines might need to be re-profiled to reflect progress. An exercise had been undertaken to review the project timelines for each Regeneration Area, approved at the meeting of this Policy Board held on 16 August 2022, and updates provided on progress to date, with information on the anticipated timeline for the investment, demolition, newbuild and rehousing initiatives where this was relevant for each

individual area. It was highlighted that for each of the eight Regeneration Areas, an extract of the Milestones document had been included within Appendix 1 of the report detailing the latest proposed timelines and the previously approved timelines. It was noted that in all cases Stakeholder Engagement and Benefits Realisation activities had been extended to continue throughout the programme. There was no change or no significant change in five areas (Auchentorlie, Waverley Road, Ferguslie/Broomlands, the Howwood Road Area and Thrushcraigs), a minor change in the Howard Street Area, where the completion of demolition was a year later than previously proposed and a larger change in the Moorpark and Springbank/Mossvale areas, where the completion of investment work was up to two years later than previously proposed.

The report also highlighted that where newbuild housing was proposed, a key objective of the regeneration programme would be the delivery of homes of a suitable type and size to meet current and future needs and to enable existing households to remain in the area where possible. In addition, it was stated that all Council tenants affected by demolition would be offered suitable alternative accommodation in line with the Council's housing allocation policy and would be entitled to apply for home loss and disturbance payments subject to meeting qualification criteria where the move was in accordance with the phasing strategy that facilitated the regeneration initiative.

DECIDED: That the updated timescale for delivery of works across all eight areas in the ten-year Regeneration and Renewal Programme, as outlined in Appendix 1 of the report, be approved and that it be noted that the Director of Environment, Housing & Infrastructure would provide regular updates on progress to future meeting of this Policy Board.

9 **Housing Energy Efficiency and Carbon Reduction Programmes: 2023/24 Award of Funding**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Scottish Government's Energy Efficient Scotland: Area Based Schemes (EES: ABS) Programme 2023/24 and the allocation of up to £1,657,500 for qualifying projects within the Renfrewshire Council area.

The report advised that the Scottish Government's EES: ABS programme, formerly known as the Home Energy Efficiency Programme Scotland: Area Based Schemes (HEEPS: ABS) had been introduced in 2013/14. The programme was targeted at private sector homeowners to assist their participation and ensure projects to improve energy efficiency could proceed. The key objectives of the programme were detailed within the report, together with the potential benefits and it was highlighted that local authorities acted as co-ordinating agents for all EES: ABS programmes within their area. It was noted that Renfrewshire Council had applied for up to £2,061,138 and confirmation had been received that the application had been successful. This had been accepted by the Head of Housing Services and homologation of this action was now sought. It was noted that, as in previous years, the proposed projects, which were detailed within the report, had focused on mixed tenure blocks of solid wall construction type to support social landlords in meeting the requirements of the Energy Efficiency Standard for Social Housing as well as an allocation to support private homeowners within houses in wholly private blocks which would be delivered via a managing agent. It was highlighted that the costs of the managing agent role would be met by the EES: ABS funding. The report stated that the delivery of the

2022/23 EES: ABS programme had been significantly impacted by a range of issues which affected the construction industry. Notwithstanding the complexity of these challenges, the Council had successfully drawn down £1,259,033 of the available £1,675,500 EES:ABS funding available in 2022/23 to support the delivery of energy efficiency works to eligible private owners. It was highlighted that although there had been a notable recovery in 2022/23, compared to the previous two years, with a significant amount of work being completed, there had been a need to re-profile the timetable for the EES: ABS investment programme with works being rescheduled into 2023/24. It was also noted that there continued to be complexity and a degree of uncertainty around the programming schedule due to the ongoing issues being faced by the construction industry and that this could potentially impact on the scheduling of works and the timetable for drawing down EES: ABS funding, which would be managed by the Head of Housing Services in line with the Scottish Government's funding criteria timescales.

DECIDED:

(a) That the action taken by the Head of Housing Services in accepting grant funding of £2,061,138 awarded as part of the Scottish Government's EES: ABS programme for qualifying projects, in 2023/24, within the Renfrewshire Council area, be homologated;

(b) That the Head of Housing Services be authorised to oversee delivery and operational management of the programme; and

(c) That it be noted that an update on the outcomes delivered from the programme would be submitted to a future meeting of this Policy Board.

10 Business Regulation Service Plan 2023/24

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Business Regulation Service Plan 2023/24, a copy of which was appended to the report.

The Business Regulation Service Plan 2023/24 provided detail, as required by Food Standards Scotland, in respect of work being undertaken in connection with the regulation of food law across Renfrewshire, set out objectives, outlined the work undertaken by the service, resource requirements and quality assurance arrangements.

DECIDED: That the Business Regulation Service Plan for 2023/24, a copy of which was appended to the report, be approved.

11 Housing (Scotland) Act 1987- Representation in Respect of a House Failing to Meet the Tolerable Standard

Under reference to Item 11 of the minute of the meeting of the former Housing & Community Safety Policy Board held on 26 August 2014 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the failure of the property at 26E Cedar Avenue, Johnstone to meet the Tolerable Standard, as defined within the Housing (Scotland) Act 1987, seeking approval to issue a Demolition Order in terms of Section 115 of the Housing (Scotland) Act 1987 for the

blocks at 24 and 26 Cedar Avenue, Johnstone, including 26E Cedar Avenue, Johnstone, and seeking authority to promote a Compulsory Purchase Order, to complement the Demolition Order process, and bring the remaining privately owned property into Council ownership.

The report advised that following approval by the former Housing and Community Safety Policy Board for properties to be demolished as part of the Johnstone Castle Housing Regeneration programme, one property in the blocks at 24 and 26 Cedar Avenue remained in private ownership with no voluntary agreement in place with the late owner's estate to purchase. Authorisation was now sought to promote a Compulsory Purchase Order to bring the remaining privately owned property into Council ownership.

In addition, it had been determined that the property, 26E Cedar Avenue failed to meet the Tolerable Standard, as defined within the Housing (Scotland) Act 1987, on the grounds that it was not substantially free from penetrating damp; did not have satisfactory provision for artificial lighting and heating, due to there being no electricity supply; did not have an adequate supply of wholesome water available within the house; did not have a sink provided with a satisfactory supply of both hot and cold water; did not have a satisfactory supply of hot and cold water at any fixed bath, shower and wash hand basin; did not have satisfactory facilities for the cooking of food, due to there being no electricity supply; and did not have satisfactory equipment installed for detecting, and for giving warning of, fire or suspected fire. Approval was sought to issue a Demolition Order in terms of Section 115 of the Housing (Scotland) Act 1987 for the blocks at 24 and 26 Cedar Avenue, Johnstone, including 26E Cedar Avenue, Johnstone,

DECIDED:

(a) That the issue of a Demolition Order in respect of the properties at 24A – 24F and 26A – 26F Cedar Avenue, Johnstone be approved;

(b) That the Council undertake the demolition of the blocks at 24A – 24F and 26A – 26F Cedar Avenue, Johnstone in the event that, subject to their right to appeal, the owners failed to demolish the block within the prescribed period; and

(c) That the Director of Environment, Housing & Infrastructure be authorised to promote a Compulsory Purchase Order to acquire the property at 26E Cedar Avenue, Johnstone.

12 **Renfrewshire Anti-Social Behaviour Strategy 2022-2025 Progress Report**

Under reference to item 5 of the Minute of the meeting of the former Communities, Housing & Planning Policy Board held on 15 March 2022 and item 6 of the Minute of the meeting of Council held on 28 April 2022, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Renfrewshire Anti-Social Behaviour (ASB) Strategy 2022/25, the associated Action Plan and Community Warden Powers and Anti-Social Behaviour.

The report stated that dealing with anti-social behaviour was a collective approach, delivered through a multi-agency regime involving the Council, Police Scotland, Scottish Fire and Rescue and other partners. The Renfrewshire ASB Strategy

2022/25 had been developed with a range of statutory, voluntary and community partners whilst taking account of the legislative requirements set out within the Antisocial Behaviour etc (Scotland) Act 2004. The outcomes/priorities detailed within the Strategy had been developed drawing on evidence reported through various channels, including the Renfrewshire Public Services Panel as well as consultation workshops undertaken with elected members. The associated Action Plan reflected improvements that were identified during the review and would be used as the basis for continuous improvement across the partnership. A statistical comparison, over the preceding year, provided within the report, had identified a reduction in the number of serious or persistent cases escalated to Anti-Social Behaviour Investigations with an increase in mediation referrals. This represented the pattern which the partnership had hoped to see where mediation was utilised at the early stages of dispute. In addition, in terms of the wider ASB categories a reduction was evident across most areas, other than abandoned vehicles and reported disturbances to the warden service. A copy of the action plan for the ASB Strategy was appended to the report and provided an update on each of the actions detailed within the plan. It was highlighted that there has been positive progress in terms of 13 of the 16 actions.

DECIDED:

- (a) That the progress on the implementation of the Anti-Social Behaviour Strategy and delivery, to date, of the associated Action Plan be noted;
- (b) That it be noted that each area of the action plan would be progressed through the existing Community Safety Partnership forum, which involved key partners, including Police Scotland and local housing providers; and
- (c) That the update in respect of the Council Motion, agreed at the meeting of Council held on 28 April 2022, in relation to the Anti-Social Behaviour be noted.

Minute of Meeting Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 16 May 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillor Robert Innes, Councillor Janis McDonald, Councillor Marie McGurk, Councillor Mags MacLaren and Councillor Iain McMillan.

Chair

Councillor McGurk, Convener, presided.

IN ATTENDANCE

G Hannah, Head of Climate, Public Protection and Roads; M Hendry, Resilience & Deployment Manager (both Environment, Housing and Infrastructure); E Gray, Senior Committee Services Officer, K O'Neill, Assistant Democratic Services Officer, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

ALSO IN ATTENDANCE

L Napier, Chief Inspector; W Graham, Area Commander and D Falconer, Superintendent (all Police Scotland); and D McCarrey, Area Commander and M Hill, Group Manager (both Scottish Fire & Rescue Service).

WEBCASTING OF MEETING

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be filmed for live or subsequent broadcast on the Council's internet site.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting.

1 DRAFT ANNUAL POLICE PLAN 2023/24

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Draft Annual Police Plan 2023/24, attached as Appendix 1 to the report. The report indicated that in accordance with the Police & Fire Reform (Scotland) Act 2012, Police Scotland had a responsibility to develop a strategic police plan for policing that reflected the Scottish Government's national outcomes, strategic police priorities and justice strategy.

The report detailed arrangements to deliver against the strategic police plan in the year ahead. Police Scotland had prepared an Annual Police Plan which set out the proposed arrangements for policing in the year ahead. Police Scotland had sought feedback from CoSLA in March 2023 on the draft document. Given the strategic importance of the Plan, CoSLA had taken a paper to the CoSLA Community Wellbeing Board meeting on 21 April 2023 to review the document in more detail and formally consider CoSLA's position on the plan. Police Scotland had advised that CoSLA's submission would be a key consideration as the plan was implemented throughout the year. Police Scotland would ensure that CoSLA's submission was highlighted through their internal governance to enable them to continue to work closely with CoSLA and local authority partners.

Prior to publication, the plan had been laid before the Scottish Parliament and made visible to the Scottish Police Authority (SPA). Upon publication, activities related to the outcomes and objectives were monitored through Police Scotland's quarterly performance reports. A bi-annual report, specific to the progress of the Annual Police Plan was presented to the SPA and made available online. Strong partnership working was already well established in Renfrewshire which would help support police priorities which were aligned to the Local Policing Plan 2023-2026 published on 1 April 2023 and Renfrewshire Community Plan.

DECIDED:

- (a) That the draft Annual Police Plan 2023/24, as attached as Appendix 1 to the report, be noted;
- (b) That the Police and Fire & Rescue Scrutiny Sub-committee support the Chief Executives response to CoSLA (as detailed in Section 3.10 – 3.13 of the report) which welcomed the opportunity to comment on the draft Annual Police Plan; and
- (c) That the priorities and objectives set out in the proposed draft Annual Police Plan 2023/24 be agreed.

2 POLICE SCOTLAND - PERFORMANCE REPORT

There was submitted a report by the Area Commander, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April 2022 to 28 February 2023. The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in Police Scotland's Policing Priorities 2022/23. Comparisons were made against the preceding reporting year. The volume of recorded crime and offences had risen by 2.3% on the previous year.

The report provided updates in relation to Renfrewshire Policing Priorities 2023/26 of violence, disorder and anti-social behaviour; protecting vulnerable people; acquisitive and cyber/digital crime; serious and organised crime and road safety and road crime.

Overall violent crime had fallen by 0.8% on the previous year. Protecting vulnerable people category had seven fewer cases than the previous year with detection rates increased by 9.1%. Overall crimes of dishonesty had increased by 13.9%, with common theft, fraud and shoplifting (three of the highest volume acquisitive crimes) all on the rise. A rise in the number of detected crimes resulted in the same detection rate being achieved compared to the previous year (29.3%). Almost half of crimes tagged with the 'cybercrime' marker recorded in the current reporting year were acquisitive crimes, most commonly online frauds. Intelligence led policing resulted in 136 drugs detections in the current year, a rise of two on the previous reporting year. In Renfrewshire & Inverclyde Division, serious and organised criminals were deprived of £1,110,489 in cash and assets through use of the Proceeds of Crime Act. Overall, road casualties had increased by 15 to a total of 147. The detection rate for offences relating to motor vehicles was 85.5%. Drink and drug driving offences had increased by 3.1% as a result of local officers and Road Policing officers having carried out proactive checks on motorists while on high visibility patrols.

In the period April 22 to February 2023, there were 683 recorded missing persons incidents, an increase from 552 on the previous year. Almost 13% of the total number of incidents related to the five most frequent missing persons within Renfrewshire, all of whom were young people aged 16 years or under. Police Scotland remained committed to reducing harm related to people who go missing and continued to develop and implement key measures to ensure missing persons and their friends and family received a consistently high level of service. In Renfrewshire, over 73.2% of missing people were traced within 24 hours of being reported as missing, with this proportion rising to approximately 94% being traced within three days.

DECIDED: That the report be noted

3 SCOTTISH FIRE AND RESCUE SERVICE - QUARTERLY PERFORMANCE REPORT

There was submitted a report by the Group Manager, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and local fire and rescue service plan priorities in the Renfrewshire area during period 1 January to 31 March 2023.

The report provided updates in relation to Renfrewshire activity, accidental dwelling fires and casualties, unintentional injury and harm, deliberate fire setting, non-domestic fire safety and unwanted fire alarm signals.

Accidental Dwelling Fires had increased by 44% (14 incidents) on the same period last year. An increase of 67% from 3 to 5 dwelling fire casualties, for this reporting period, was recorded. Non-fire casualties remained static from the same period last year with a total of 17 casualties, of which eight (47%) were as a result of road traffic collisions. Deliberate fire setting had decreased by 19% (25) incidents from Q4 last year. The report also provided information on Unwanted Fire Alarm Signals (UFAS) which had shown an increase of 1% (2 incidents) year on year, a breakdown of the number of incidents, categories and where these occurred was also provided.

DECIDED: That the contents of the report be noted.

4 **SPOTLIGHT - ROADS POLICING WEST**

L Napier, Road Policing Chief Inspector, gave a presentation in relation to Roads Policing and Safety, which remained a significant priority for Police Scotland.

The presentation provided information in relation to The Fatal 5:- Drink/Drug Driving, Careless Driving, Speed, Mobile phone use and Seatbelt wearing which were widely regarded and recognised as the main contributing and causation factors in all serious and fatal road traffic collisions. The Road Policing department dedicated the majority of road policing patrol time to targeting the Fatal 5 and detailed measures taken to address and improve these were provided. The number of officers together with their rank which made up this service was also provided.

Information was also provided on the National Calendar of Road Safety Activity; Scotland's Road Safety Framework to 2030 and Transport Scotland's vision to have the best road safety in the world. These initiatives were all created with the aim to improve road safety.

DECIDED: That the contents of the presentation be noted

5 **SPOTLIGHT - SCOTTISH FIRE AND RESCUE SERVICE - 'TIME FOR CHANGE'**

M Hill, Group Manager, Scottish Fire & Rescue Service, gave a presentation in relation to 'Time for Change' which highlighted the changes Scottish Fire & Rescue Service (SFRS) would implement in the procedures used for responding to Automatic Fire Alarm System in particular Unwanted Fire Alarm Signals (UFAS).

These changes would be implemented to reduce the number of UFAS. Currently SFRS attended around 28,000 UFAS annually, around 30% of all operational activity, with figures increasing year on year as more automatic fire alarm signals came online. Reducing this number would reduce unnecessary disruption to businesses; improve availability of SFRS resources; reduce blue light journeys and disruption of primary employers of on-call firefighters.

Following extensive consultation changes would be implemented with effect from 1 July 2023 to reduce the number of UFAS calls. SFRS would no longer attend automatic fire alarm calls to non-exempt premises which included factories, offices, shops and leisure facilities, unless a fire had been confirmed. This would not apply to sleeping premises such as hospitals, care homes, hotels, sheltered housing or domestic dwellings. Communication from SFRS advising of the changes would be circulated to

those responsible who had automated fire alarm signals within the premises. These changes would result in a reduction of around 57% of attendance for UFAS which would free up additional resources for SFRS.

DECIDED: That the presentation be noted.

6 **LOCAL ISSUES**

There were no local issues raised by members of the Police and Fire & Rescue Scrutiny Sub-committee.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 23 August 2023	10:00	Remotely by MS Teams,

Present: Councillor Audrey Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor John McNaughtan, Councillor Andy Steel

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

C Young, Fair Trading & Licensing Officer (Communities & Housing); and D Campbell, Managing Solicitor (Licensing), R Graham, Senior Solicitor (Litigation & Regulatory Services), C Gregory, Solicitor (Litigation & Advice), P Shiach, Senior Committee Services Officer, D Cunningham and A Easdon, both Committee Services & Licensing Officers, R McCallum, Licensing & Committee Assistant, D Pole, ICT End User Technician and L Sandell and J Skinner, both ICT End User Support Officers (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting, the Convener intimated that this meeting would be recorded for subsequent broadcast via the Council's internet site.

Apologies

Councillors McEwan, Montgomery and Mullin.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 10 of the agenda prior to item 2 of the agenda.

Exclusion of Press and Public

The Board resolved that the press and public be excluded from the meeting during consideration of items 1 and 2 as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Renewal of Late Hours Catering Licence

There was submitted the undernoted application for renewal of a Late Hours Catering Licence:-

Applicant: McDonalds Restaurants Limited

Premises: Phoenix Retail Park, Linwood

Activity: burgers, fries, coffees, soft drinks etc

Operating hours: Monday to Sunday - 11.00 pm to 5.00 am for both restaurant and drive-thru

Licence No.: LHC016

The Convener proposed that the application be granted for a period of two years and that the applicant continue to be an exception to the Board's policy on trading hours. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years and that the applicant continue to be an exception to the Board's policy on trading hours.

2 Grant of Taxi Operator's Licence - Personal Appearance

There was submitted the undernoted application for grant of a Taxi Operator's Licence. The applicant had been asked to appear personally for the first time:-

Graeme Anderson

Mr Anderson, the applicant, and his Solicitor, Mr Banks, both joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that Mr Anderson continue to be exempt from operating a wheelchair accessible vehicle. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year and that Mr Anderson continue to be exempt from operating a wheelchair accessible vehicle.

Admission of Press and Public

The press and public were invited into the meeting prior to consideration of the following items of business.

3 Grant of Private Hire Car Drivers' Licences - Personal Appearances

Under reference to item 2 of the Minute of the meeting of this Board held on 17 May 2023, consideration was resumed of application (a) for grant of a Private Hire Car Driver's Licence and there was submitted application (b) for grant of a Private Hire Car Driver's Licence. Applicant (a) had been asked to appear personally for the second time and applicant (b) had been asked to appear personally for the first time:-

(a) Parvaz Akhtar

There was no appearance by or on behalf of Mr Ahktar, the applicant. The Convener proposed that the application be considered in Mr Ahktar's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(b) Ryan McLeese

There was no appearance by or on behalf of Mr McLeese, the applicant. The Convener proposed that the application be considered in Mr McLeese's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

4 Grant of Taxi Driver's Licence - Personal Appearance

There was submitted the undernoted application for grant of a Taxi Driver's Licence. The applicant had been asked to appear personally for the first time: -

Steven McGowan

There was no appearance by or on behalf of Mr McGowan, the applicant. The Convener proposed that the application be considered in Mr McGowan's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

5 Grant of Taxi Drivers' Licences - Personal Appearances

Under reference to item 10 of the Minute of the meeting of this Board held on 17 May 2023, consideration was resumed of application (b) for grant of a Taxi Driver's Licence and there was submitted application (a) for grant of a Taxi Driver's Licence. Applicant (a) had been asked to appear personally for the first time and applicant (b) had been asked to appear personally for the second time:-

(a) Mate Lengyel

The Managing Solicitor (Licensing) advised that this application had been granted under delegated authority for a period of one year.

DECIDED: That it be noted that the application had been granted under delegated authority for a period of one year.

(b) Patrycja Singh

Ms Singh, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

Adjournment

The meeting adjourned at 10.45 am and resumed at 11.00 am.

6 Grant of Private Hire Car Drivers' Licences - Personal Appearances

Under reference to item 8(b) of the Minute of the meeting of this Board held on 1 June 2023 and item 6(e) of the Minute of the meeting of this Board held on 17 May 2023, consideration was resumed of applications (d) and (f), respectively, for grant of Private Hire Car Drivers' Licences and there were submitted applications (a), (b), (c), (e), (g) and (h) for grant of Private Hire Car Drivers' Licences. Applicants (a), (b), (c), (e), (g) and (h) had been asked to appear personally for the first time and applicants (d) and (f) had been asked to appear personally for the second time together with Police Scotland who had submitted a representation to application (f) together with an objection received outwith the statutory timescale to the application and an objection received outwith the statutory timescale to application (h) together with a further letter in connection with that objection also received outwith the statutory timescale to the

application:-

(a) Mohammed Bakhit

Mr Bakhit, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(b) Ali Shah

Mr Shah, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(c) Natnael Esayas

Mr Esayas, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(d) Wajid Mahmood Yousaf Begum

Mr Begum, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(e) Saqib Ali

Mr Ali, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(f) David Walker

Mr Walker, the applicant, joined the meeting by video call together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application and an objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the objection, the Convener proposed that the objection be taken into account when the application was being considered. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(g) Salman Khan

Mr Khan, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(h) Keith Rainnie

There was no appearance by or on behalf of Mr Rainnie, the applicant. Sergeant McGrath-Moore joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale and a further letter in connection with that objection also received outwith the statutory timescale to the application. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

Adjournment

The meeting adjourned at 12.30 pm and reconvened at 1.30 pm.

7 Hearings into Possible Suspension or Revocation of Private Hire Car Drivers' Licences - Personal Appearances

The Board considered the possible suspension or revocation of the Private Hire Car Driver's Licence held by licence holder (a) and under reference to item 3(b) of the Minute of the meeting of this Board held on 7 August 2019, consideration was resumed of the possible suspension or revocation of the Private Hire Car Driver's Licence held by licence holder (b). Licence holder (a) had been asked to appear personally for the first time and licence holder (b) had been asked to appear personally for the second time together with Police Scotland:-

(a) Licence holder: Daniel Gillies
Licence No.: P0722

Mr Gillies, the licence holder, joined the meeting by telephone call, together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable. After consideration of all matters before the Board, the Managing Solicitor (Licensing) asked Mr Gillies if he wished to address the Board on any action the Board might impose prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Gillies then addressed the Board.

Following consideration of Mr Gillies' submission, the Board adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that no action be taken. This was agreed unanimously.

DECIDED: That no action be taken.

(b) Licence holder: Alisdair Connell

Licence No.: P4755

Mr Connell, the licence holder, joined the meeting by video call, together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable. After consideration of all matters before the Board, the Managing Solicitor (Licensing) asked Mr Connell if he wished to address the Board on any action the Board might impose prior to any motions being made in relation to his Private Hire Car Driver's Licence. Mr Connell then addressed the Board.

Following consideration of Mr Connell's submission, the Board adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that Mr Connell's Private Hire Car Driver's Licence be suspended for a period of six weeks with effect from 21 September 2023. This was agreed unanimously.

DECIDED: That Mr Connell's Private Hire Car Driver's Licence be suspended for a period of six weeks with effect from 21 September 2023.

Adjournment

The meeting adjourned at 3.05 pm and reconvened at 3.15 pm.

8 Grant of Private Hire Car Drivers' Licences - Personal Appearances

Under reference to item 6(d) of the Minute of the meeting of this Board held on 17 May 2023, consideration was resumed of application (b) for grant of a Private Hire Car Driver's Licence and there was submitted application (a) for grant of a Private Hire Car Driver's Licence. Applicant (a) had been asked to appear personally for the first time and applicant (b) had been asked to appear personally for the second time together with Police Scotland who had submitted a representation to application (a) and an objection to application (b):-

(a) Abdulgader Yahya

Mr Yahya, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

(b) Mohammad Akram

Mr Akram, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board and following upon Mr Akram confirming that he waived his entitlement to the statutory 14-day notice period to allow his application to be considered at the next meeting of the Board to be held on 7 September 2023, the Convener proposed that consideration of the application be continued and that the applicant be invited to the next meeting of the Board to be held on 7 September 2023. This was agreed unanimously.

DECIDED:

(i) That consideration of the application be continued and that the applicant be invited to the next meeting of the Board to be held on 7 September 2023; and

(ii) That it be noted that Mr Akram confirmed to the Board that he waived his entitlement to the statutory 14-day notice period in respect of that meeting.

Declaration of Interest

At this point in the meeting, Councillor Hughes declared an interest in respect of item 9(a) for the reason that the applicant was known to her. Councillor Hughes indicated that as she had declared an interest, she would leave the meeting during any discussion and voting on the item.

9 Renewal of Private Hire Car Drivers' Licences - Personal Appearances

Under reference to item 10(a) of the Minute of the meeting of this Board held on 2 February 2023, consideration was resumed of application (a) for renewal of a Private Hire Car Driver's Licence and under reference to item 7(b) of the Minute of the meeting of this Board held on 17 May 2023, consideration was resumed of application (b) for renewal of a Private Hire Car Driver's Licence. The applicants had been asked to appear personally for the second time together with Police Scotland who had submitted a representation to application (a) together with an objection received outwith the statutory timescale to the application and an objection to application (b):-

(a) Applicant: Avril McKerlie
Licence No.: P0281

There was no appearance by or on behalf of Ms McKerlie, the applicant. Sergeant Moore-McGrath, joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application together with an objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the objection, the Convener proposed that the objection be taken into account when the application was being considered. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

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Councillor Hughes rejoined the meeting prior to consideration of the following item of business.

(b) Applicant: Mahamudul Hassan
Licence No.: P0292

Mr Hassan, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

10 **Grant of Private Hire Car Operator's Licence - Personal Appearance**

There was submitted the undernoted application for grant of a Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the first time:-

Ibrahim Elnoor

Mr Elnoor, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

Minute of Meeting Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 24 August 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Fiona Airlie-Nicolson, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Audrey Doig, Councillor Edward Grady, Councillor Gillian Graham, Councillor Anne Hannigan, Councillor Lisa-Marie Hughes, Councillor Alec Leishman, Councillor David McGonigle, Councillor Iain McMillan, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Mr Ravinder Singh, Councillor Ben Smith

Chair

Councillor Rodden, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; J Calder, Head of Service (Early Years & Broad General Education), G Lyons, Interim Chief Education Officer, T McGillivray, Head of Schools (Senior Phase & Inclusion), J Trainer, Head of Childcare & Criminal Justice and L Johnston, Service Improvement Manager (all Children's Services); A Morrison, Head of Economy & Development Services and C Orr, Senior Communications Officer (Chief Executive's); M Conaghan, Head of Corporate Governance, R Conway, Finance Manager, P Shiach, Senior Committee Services Officer, J Barron, Committee Services Officer, D Cunningham, Committee & Licensing Services Officer, G Dickie, Partnering & Commissioning Manager and D Pole, End User Technician (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast via the Council's internet site.

Declarations of Interest and Transparency Statements

Councillor Davidson indicated that she had a connection to item 7- The Promise: Progress on delivering on Renfrewshire's Promise (#KeepThePromise) by reason of having signed up to undertake the role of Promise Keeper. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

1 Revenue and Capital Budget Monitoring Report

There was submitted a joint Revenue and Capital Budget Monitoring report by the Director of Finance & Resources, Interim Chief Education Officer, and the Chief Social Work Officer for the period to 23 June 2023.

The report intimated that the projected Revenue outturn at 31 March 2024 for Children's Services was an overspend of £2.623 million against the revised budget for the year. The projected Capital outturn at 31 March 2024 for Children's Services was an underspend of £0.143 million.

DECIDED:

(a) That the projected Revenue outturn position for Children's Services detailed in Table 1 of the report be noted, and that it be further noted that the forecast position was based on best estimates and confirmed government support at this point in time;

(b) That the projected Capital outturn position for Children's Services detailed in Table 2 of the report be noted; and

(c) That the budget adjustments detailed in sections 4 and 6 of the report be noted.

2 Education Provision Dargavel

Under reference to item 1 of the Minute of the meeting of this Board held on 18 May 2023, there was submitted a report by the Interim Chief Education Officer relative to a further update on education provision in Dargavel.

The report advised that work had progressed to ensure the six new modular classrooms previously agreed were installed at Dargavel Primary School for the beginning of the new school session, meeting its immediate capacity needs.

The report intimated that discussions between BAE (Dargavel landowner) and Council officers to secure a site for the new primary school within the Dargavel masterplan development were at an advanced stage and would be subject to reports to both the Infrastructure, Land & Environment Policy Board and the Planning & Climate Change Policy Board.

The report indicated that officers were developing options should additional future primary capacity be required over and above the second primary school in Dargavel. Such options would require to be flexible and able to respond to a range of potential scenarios in terms of peaks in potential demand versus that potential demand levelling off. As part of progressing options, it was intended to engage with families in the early part of this school session, and using feedback to inform what was presented to a future Board.

The report further intimated that the Board had previously agreed an extension to Park Mains High School to increase its capacity up to 2000 pupils, informed by a roll projection exercise which was supported by the Council's data analytics consultants. Since then, key stakeholders had continued to seek further clarity on the rationale for this decision. The report provided additional background information and data upon which the recommendations in the previous Board report were based, and which would be used to inform further ongoing engagement with key stakeholder groups.

DECIDED: That the content of the report be noted.

3 **Education Scotland Inspection of West Primary School**

There was submitted a report by the interim Chief Education Officer relative to the results of an inspection of West Primary School carried out by Education Scotland. A letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was appended to the report.

The report advised that an inspection of West Primary School had been carried out by Education Scotland in February 2023 with a focus on two quality indicators, learning, teaching and assessment and raising attainment and achievement. The inspection report was appended to the report and detailed four areas of key strength and three areas for further improvement.

DECIDED: That the key strengths be noted and celebrated and that the areas for further improvement in the Education Scotland report on West Primary School and the Gaelic Medium Education provision be recognised.

4 **ADES/Education Scotland Collaborative Improvement Review**

There was submitted a report by the Interim Chief Education Officer relative to Collaborative Improvement (CI) activity undertaken by Renfrewshire Children's Services in June 2023.

The report indicated that the focus had been on recent work undertaken to improve how the needs of children and young people with Additional Support Needs (ASN) were met.

The report advised that the purpose of CI was to share what worked well at a local authority level and to support improvement in identified areas of local activity.

The report detailed the process undertaken and provided examples of identified strengths. A copy of the Renfrewshire Council Children's Services ADES Collaborative Report June 2023 was appended to the report.

DECIDED: That the key strengths be noted and celebrated and that the area for further improvement in the ADES Collaborative Report be recognised.

5 **Children's Services Health and Well Being Strategy Update 2022/2023 - Children's Services Well Being Strategy 2023/2024**

There was submitted a report by the Interim Chief Education Officer relative to the management of Children's Services Health and Well Being Strategy Update 2022/23 and the Children's Services Well Being Strategy 2023/24.

The report advised that the Council's Health and Safety strategy placed a responsibility on each service to prepare an annual report evaluating the management of health and safety within the service.

The Children's Services Health, Safety and Well Being Strategy 2022/23, which formed Appendix 1 of the report, set out the arrangements for the management of health and safety within the service and demonstrated the service's commitment to continuous improvement in health and safety, summarising the achievements to March 2023 for Children's Services.

The Children's Services Health, Safety and Well Being Strategy for 2023/24, detailing the key areas the plan will focus on, formed Appendix 2 to the report.

DECIDED:

(a) That the Health, Safety and Well Being Strategy completed actions for 2022/2023, attached at Appendix 1 to the report, be approved; and

(b) That the Health, Safety and Well Being Strategy 2023/2024 attached at Appendix 2 to the report, be approved.

6 **Standard Circular 8 – Included, Engaged and Involved – A Positive Approach to Preventing and Managing School Exclusions**

There was submitted a report by the Interim Chief Education Officer seeking approval for the revised Standard Circular 8 – Included, Engaged and Involved – A Positive Approach to Preventing and Managing School Exclusions, which would replace Standard Circular 8: Exclusion of Pupils from Schools.

The report advised that the overarching aim of Included, Engaged and Involved Part 2: A Positive Approach to Preventing and Managing School Exclusions was to support schools, communities and their partners to keep all children and young people fully included, engaged and involved in their education; and, to improve outcomes for all Scotland's children and young people with a particular risk of exclusion.

The circular, appended to the report updated and refreshed the previous policy statement and included a refreshed focus on prevention, early intervention and response to individual need in line with the principles of GIRFEC.

DECIDED:

- (a) That Standard Circular 8 be approved; and
- (b) That the Director of Children's Services be instructed to take appropriate steps to ensure its implementation in all schools and early learning and childcare settings.

7 **The Promise: Progress on delivering on Renfrewshire's Promise (#KeepThePromise)**

There was submitted a report by the Chief Social Work Officer relative to progress in delivering Renfrewshire's Promise (#KeepThePromise) by Children's Services.

The report highlighted the publication of The Promise Scotland Second Oversight Board report, published on 22 June 2023 and the consultation work taking place in relation to The Promise Plan 2024/30.

The report indicated that the service was in year three of the 10-year programme of change and there was good evidence of progress in Renfrewshire to #KeepThePromise with significant developments underway and more planned.

The report intimated that delivery of The Promise in Renfrewshire required a strongly committed multi-agency partnership working approach and demonstration of a collective understanding, commitment, and activity in relation to The Promise across all the partners.

DECIDED:

- (a) That the progress and update by Children's Services to #KeepThePromise be noted;
- (b) That the publication and key messages contained in The Promise Scotland Second Oversight Board report and the consultation activity taking place for The Promise Plan 2024/30 be noted;
- (c) That Board members consider becoming a "Promise Keeper" and joining Renfrewshire's network of champions and experts in their own field to #KeepThePromise; and
- (d) That it be noted that regular update reports would be brought to Board to ensure elected members were sighted on implications for policy and practice as work related to The Promise progressed.

8 **Children's Looked After Statistics - 2022**

There was submitted a report by the Chief Social Work Officer relative to children's looked after statistics for 2022.

The report advised that each year on 31 July the Scottish Government conducted a census of the number of children who were looked after and the number of children on the child protection register. The information gathered during the census was analysed by the Scottish Government and an annual report published. A link to the data was detailed in the report.

The 2022 report provided information on the numbers of looked after children and the number of children on the child protection register on 31 July 2022. Whilst there was a census on 31 July 2023 the results from that would not be available until March 2024.

The report provided national and local statistics as of 31 July 2022 together with statistics on the number of children on the child protection register across Scotland, which indicated a reduction of 4% from the previous year. The report also highlighted the number of children on the Renfrewshire child protection register on 31 July 2022 which showed a 10% reduction from the previous year.

DECIDED: That the content of the report be noted and that it be agreed that a report on the 2023 census be presented to a future meeting.

9 **Interagency Child Protection Update**

There was submitted a report by the Chief Social Work Officer relative to an update of interagency child protection measures.

The report advised that the protection of vulnerable children was a key responsibility for Renfrewshire Council. The authority worked in partnership with the NHS, Police Scotland, and a range of other statutory and voluntary sector services to protect children identified at risk of significant harm. Locally the leadership for interagency child protection work was located within the Renfrewshire Child Protection Committee (RCPC) which drew membership from all of the partner agencies involved in protecting children in Renfrewshire and had an independent chairperson.

The report indicated that RCPC was accountable to the Renfrewshire Chief Officer Group and provided regular updates to the Public Protection Member/Officer Group.

The report intimated that the Scottish Government published new National Guidance for Child Protection in Scotland in September 2021 which set the timescale for implementing the guidance to October 2023, recognising that services were in recovery from the COVID pandemic.

Details in relation to Renfrewshire's position on implementing the 2021 national guidance were provided in the report.

DECIDED: That the content report be noted.

10 **Hearings Systems Working Group – Final Report**

There was submitted a report by the Chief Social Work Officer relative to the final report on the Hearings System Working Group (HSWG), established in August 2021, with Sheriff David Mackie as the chairperson to review and make recommendations in relation to the Children's Hearing System in Scotland.

The report advised that the Children's Hearing System was introduced under the Social Work (Scotland) Act 1968 and was a unique system with no other jurisdiction across the world having a similar model. Whilst there had been some changes in the legislative framework since 1968, the fundamental model of children's hearings had remained the same.

The report intimated that during the period of the Independent Care Review, many of those who participated shared their experience of involvement in the hearing system, and a consistent message was that the hearing system was complex and confusing, did not make sense to children and families and could be traumatic for those children and families involved with it.

The HSWG published its final report on 25 May 2023 and contained 97 recommendations for change and improvement to the current children's hearing system. The report advised that the Scottish Government was considering its response to the recommendations and highlighted the major thematic areas where major changes had been proposed by the HSWG.

DECIDED: That the content of the report be noted and that it be agreed that a further report be presented to the Board when the Scottish Government presented its response.

Minute of Meeting Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 29 August 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Alison Ann-Dowling, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Andy Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Colin McCulloch, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Andy Steel

Chair

Councillor Steel, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development, B Walker, Programme Director (City Deal & Infrastructure), R Cooper, Economic Development Manager, E Shearer, Senior Manager for Regeneration and Place, M Moran, Assistant Economic Development Manager (Funding, Contracts & Commercial Development) and D Christie, Senior Communications Officer (all Chief Executive's); J Whitehead, J Skinner and J McLean, all End User Technicians, V Howie, Finance Business Partner, J Lochans, Programme Manager, R Devine and C MacDonald, both Senior Committee Services Officers, D Cunningham, Committee Services & Licensing Officer and E Graham and R McCallum, both Licensing & Committee Assistants (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Policy Board would be filmed for live or subsequent broadcast via the Council's internet site.

Declarations of Interest and Transparency Statements

Councillor Nicolson declared an interest in agenda Item 2 - Cultural Infrastructure Projects – Update for the reason he was a Director of Paisley Museum Reimagined.

Councillor N Graham indicated that he had a connection to agenda item 4 - Historic Graveyards - Tourism Update as he was a volunteer with the Commonwealth War Graves Commission. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Clark indicated that he had a connection to agenda item 7 - Invest in Renfrewshire: Start - Up Street Update as a member of his family, his son, was the Chief Executive of Active Communities in Johnstone. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Revenue and Capital Budget Monitoring Report

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources for the period 1 April to 23 June 2023.

The report stated that the projected outturn as at 31 March 2024 for those services reporting to the Economy & Regeneration Policy Board was an underspend position of £0.002 million. The projected capital outturn for projects reporting to this Policy Board as at 31 March 2024 was a breakeven position against the revised budget for the year. Tables 1 and 2 within the report summarised the position and further analysis was provided in appendices to the report. The report also advised there had been net revenue budget adjustments totalling £0.007 million processed since consideration of the previous report, which related to realignment of employee cost budgets and capital budget changes of £4.073 million reflecting budget reprofiles for 2022/23 to 2023/24 which were detailed in the report.

DECIDED:

(a) That the projected Revenue outturn position, detailed in Table 1 of the report, be noted;

(b) That the projected Capital outturn position, detailed in Table 2 of the report, be noted; and

(c) That the budget adjustments, detailed in sections 4 and 6 of the report, be noted.

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources for the period 1 April to 23 June 2023.

2 Cultural Infrastructure Programme Update

There was submitted a report by the Chief Executive relative to the progress of the Council's Cultural Infrastructure Programme, being delivered on behalf of the Council by the City Deal & Infrastructure Team, with project management expertise from the Council's Property Services team, and in the case of the Paisley Museum Project, by OneRen.

The report indicated that the Programme investment in Paisley Town Centre would use the area's internationally significant cultural and heritage story to transform our future for visitors and events in Scotland. In addition, it was anticipated that the programme of works would result in increased footfall to the town centre, create new homes for top class cultural events, while preserving the heritage of the town. the Renfrewshire economy and Paisley Town Centre.

The report provided updates in terms of the progress of specific projects contained within the Cultural Infrastructure Programme. As indicated in previous reports, the Programme had experienced significant impact from global events, including the pandemic and war in Ukraine, resulting in economic challenges, particularly noticed in the construction industry. The report intimated that completion of projects within the Programme was central to the recovery and inclusive growth of the Renfrewshire economy and Paisley Town Centre. The significant scale of the construction phase, coupled with the unprecedented challenges faced across the wider construction sector over the last few years had meant there had been an inevitable shift in the construction completion dates for each venue in contrast to that planned at the outset of the programme. In this connection, a significant milestone had been achieved with the completion of the main works construction at Paisley Town Hall. This project was the first to progress to a carefully planned fit-out period with the remainder of the projects following in a phased approach to ensure that resources internally at both the Council and OneRen, as well as specialist contractors, could deliver a high quality and efficient opening programme. This approach allowed each venue to be launched in its own right and to contribute both individually and collectively to maximise the impact on Renfrewshire's cultural, events and heritage opportunities. The other projects in the Programme continued to move at pace and it was highlighted that it was anticipated that Paisley Learning & Cultural Hub would open later in 2023 with the Arts Centre following thereafter.

It was proposed and agreed that arrangements be made to provide clarification to members of this Policy Board in respect of the current status of the project at County Square, Paisley, previously included within the Programme.

DECIDED:

(a) That the progress and current stage of construction of the projects, together with the financial implications, outlined in the report, be noted; and

(b) That arrangements be made to provide clarification to members of this Policy Board in respect of the current status of the project at County Square, Paisley, previously included within the Programme.

3 **Village Heritage Grant Scheme - Update**

Under reference to item 2 of the Minute of the meeting of the Council held on 3 March 2022 there was submitted a report by the Chief Executive relative to progress achieved in respect of the creation of a £0.250 million conservation and heritage grants scheme for property owners in and around the centres of Renfrewshire's villages.

The report acknowledged that the repair and maintenance of privately owned historic properties, to an appropriate conservation standard, helped preserve the historic environment and maintain villages as sustainable, thriving places and proposed the establishment of two complementary grant schemes; Grants for Heritage Maintenance Plans and Grants for Heritage Repairs, accessible from Autumn 2023, across the 11 Renfrewshire villages which previously benefited from the Villages Investment Fund. The report indicated that the application process for both schemes would follow a similar model to the online process successfully established for the Retail Improvement Scheme in Renfrewshire, with applications scored on a range of criteria which assessed impact, quality and deliverability.

DECIDED:

(a) That the proposal for the creation of a Village Heritage Grant Scheme, utilising existing identified budgets, through two complementary schemes; Grants for Heritage Maintenance Plans and Grants for Heritage Repairs, be approved; and

(b) That the Head of Economy & Development be authorised to refine the parameters of the grant scheme and produce the relevant guidance and application pack and make it available via the Council's website.

4 **Historic Graveyards - Tourism Update**

Under reference to item 9 of the Minute of the meeting of the Council held on 28 April 2022, there was submitted a report by the Chief Executive relative to progress achieved in respect of the review of Renfrewshire's historic graveyards and their future tourism potential.

The report indicated that although history, heritage, and culture were key aspects of Renfrewshire's tourism proposition, historic graveyards had not specifically been promoted. The report also provided an update on work undertaken by officers in response to the Council decision and detailed a range of future actions.

DECIDED: That the work undertaken and progress to date be noted and that the intention to submit a further report to a future meeting of this Policy Board also be noted.

5 **Renfrewshire Growth Sector Study**

There was submitted a report by the Chief Executive relative to the Renfrewshire Growth Sector Study Final Report.

The report referred to the need previously identified to engage specialist advice as to which sectors Renfrewshire should be targeting to support business growth and secure inward investment. The report entitled Analysis of Renfrewshire's Business Growth Sectors which had been considered at the meeting of this Policy Board held on 1 November 2022, was referenced as it outlined the results of the work undertaken by EKOS who had been commissioned by the Council. Subsequently Business Pointer had been appointed to identify potential key actions which could be taken by the Council to deliver on the recommendations of the EKOS report and the ambitious economic aspirations outlined within the Council's Economic Strategy. Specifically, Business Pointer aimed to reconcile existing priorities, team capacity and skills engaged in the economic development and regeneration functions of the Chief Executive's Service, with the future opportunities and challenges identified by EKOS and the Economic Strategy. A copy of the Renfrewshire Growth Sector Study Final Report produced by Business Pointer was appended to the report and highlighted what was currently working well within the Council, key areas for improvement, provided conclusions and made recommendations. Following review by officers a number of actions, detailed within the report, were proposed for implementation to capitalise on the area's economic and business development opportunities.

DECIDED: That the content of the report and the actions proposed in respect of recommendations proposed in the Growth Sector Study be noted.

6 **Clyde Muirshiel Regional Park – Strategic Tourism Infrastructure Development Plan and Castle Semple Vision Document**

There was submitted a report by the Chief Executive relative to the Clyde Muirshiel Regional Park Strategic Tourism Infrastructure Development Plan (STIDP), the consultation exercise undertaken to support the Plan, together with progress on the development of a future Castle Semple Vision document.

The STIDP, a copy of which was attached as Appendix 1 of the report, had been developed through detailed consultation along with desk-based analysis and site visits to Castle Semple and Muirshiel Country Parks. Outcomes from the consultation undertaken were detailed within Appendix 2 of the report and had informed the priorities contained in the Plan.

The Plan set out a number of short to medium term projects to enhance infrastructure and relieve visitor pressure points at Castle Semple and Muirshiel Country Parks and also identified high-level requirements for strategic tourism infrastructure; considered the future role of Castle Semple/Muirshiel Country Parks in the wider context of Clyde Muirshiel Regional Park and the emerging Renfrewshire Tourism Action Plan; and provided a catalyst for attracting inward investment to implement both short to medium term projects and those in the longer-term. The report stated that to support progress and delivery of the STIDP actions, existing regeneration budgets would be utilised to conduct feasibility studies and detailed design studies to further develop several of the short-term priorities highlighted within the Plan. If deemed feasible,

consideration would be given to allocating capital funding to deliver on the priorities. Delivery would be progressed in partnership with the local community and key stakeholders and it was highlighted that it was intended to produce a finalised draft of the long-term Castle Semple Vision document prior to the next meeting of the Clyde Muirshiel Liaison Group.

Councillor Andy Doig moved, in addition to the recommendations detailed within the report, that it be agreed to include, where possible, in the STIPD measures, which would refresh and rejuvenate key economic and commercial links between CMRP/Castle Semple and the villages of Lochwinnoch, Howwood, and Kilbarchan, as local service centres with small and medium sized enterprises, to the benefit of both. This was accepted by the Convener and agreed unanimously.

DECIDED:

(a) That the Strategic Tourism Infrastructure Development Plan (STIDP) be approved as a basis for further development and delivery of proposals, including the preparation of bids for major capital funding streams;

(b) That the Head of Economy and Development be authorised to conduct a series of feasibility studies to support the next stages of development for the STIDP;

(c) That it be agreed to include, where possible, in the STIPD measures, which would refresh and rejuvenate key economic and commercial links between Clyde Muirshiel Regional Park/Castle Semple and the villages of Lochwinnoch, Howwood, and Kilbarchan, as local service centres with small and medium sized enterprises, to the benefit of both; and.

(d) That the intention to produce a long-term Castle Semple Vision be noted.

7 Invest in Renfrewshire: Start-Up Street Update

There was submitted a report by the Chief Executive relative to the Start-Up Street initiatives in Paisley, Johnstone and Renfrew.

The report stated that the Start-Up Street project was an economic development initiative which aimed to help grow the local economy by supporting start-up businesses looking to make their first step into commercial premises. The initiative offered new and growing businesses low-cost, high-quality workspace and wrap-around support to nurture and develop early-stage business. Incubation spaces were offered for a maximum of two years to small or early-stage businesses with a staged rental model which increased over the two-year period and at the end of the contract period the business would be paying the full rental value and could then be supported to move to an alternative commercial space in the Renfrewshire area. The Start-Up Street model had been developed to address as many local requirements as possible and each project aimed to provide a high degree of added value, such as utilising long term vacant premises, supporting the local regeneration of the area, supporting under-represented groups and identifying where the greatest impacts could be made. An overview and progress updates were provided in respect of the Paisley, Johnstone and Renfrew Start-Up Street developments.

DECIDED: That the overview and progress of the Start-Up Street developments, which were at 100% occupancy and provided 26 supported incubation spaces and 7 hot-desking spaces to local businesses, be noted.

8 **Community Led Local Development (CLLD) Update 2023/24**

There was submitted a report by the Chief Executive relative to the Start-Up Street initiatives in Paisley, Johnstone and Renfrew.

The report stated that the Start-Up Street project was an economic development initiative which aimed to help grow the local economy by supporting start-up businesses looking to make their first step into commercial premises. The initiative offered new and growing businesses low-cost, high-quality workspace and wrap-around support to nurture and develop early-stage business. Incubation spaces were offered for a maximum of two years to small or early-stage businesses with a staged rental model which increased over the two-year period and at the end of the contract period the business would be paying the full rental value and could then be supported to move to an alternative commercial space in the Renfrewshire area. The Start-Up Street model had been developed to address as many local requirements as possible and each project aimed to provide a high degree of added value, such as utilising long term vacant premises, supporting the local regeneration of the area, supporting under-represented groups and identifying where the greatest impacts could be made. An overview and progress updates were provided in respect of the Paisley, Johnstone and Renfrew Start-Up Street developments.

DECIDED: That the overview and progress of the Start-Up Street developments, which were at 100% occupancy and provided 26 supported incubation spaces and 7 hot-desking spaces to local businesses, be noted.

9 **No-One Left Behind: Employability Award**

There was submitted a report by the Chief Executive relative to recent funding allocations from the Scottish Government for employment support in Renfrewshire for 2023/24 and associated proposed activities.

The report advised that the Scottish Government and CoSLA had signed a 'No-One Left Behind' (NOLB) Employability Partnership Agreement during December 2018 where both agreed to a set of core principles to support the collaboration and collective leadership to shape employability services nationally, whilst designing and delivering support locally. Employability was deemed to play an essential role in delivering both Scottish and local government aims of tackling poverty, promoting inclusion and social justice and creating a fair and prosperous Scotland and was a key component of the National Strategy for Economic Transformation (NSET), as it contributed to delivery of the vision for a strong economy where good, secure and well-paid jobs and growing businesses achieved a significant reduction in poverty and, in particular, child poverty.

Collectively, the Scottish Government and local government aimed to build an employability system that tackled inequalities in Scotland's labour market by creating a more responsive, joined up and aligned employability system that met the needs of employers and the local labour market and helped people of all ages achieve their

potential. The No-One Left Behind initiative promoted a strengthened partnership approach where Scottish and local government worked together with public, private and third sector organisations to identify local needs and deliver a mixed economy of provision. The core principles of the initiative were outlined within the report and it was highlighted that local authorities would act as lead accountable bodies for funding, with funding being used by Local Employability Partnerships (LEPs) to design and deliver services that met the needs of people and labour markets in their local area. The report advised that £2.1 million of grant funding and £0.371 million of General Revenue Grant support had been awarded, in June 2023, under the banner of No-One Left Behind locally which Renfrewshire Council was accountable for and which would be directed and managed through the Renfrewshire Local Employability Partnership. A summary document, entitled Employability Investment Plan 2023/24, providing an overview of the Local Employability Partnership approach for employability services for the next year was attached as an appendix to the report.

DECIDED:

- (a) That the acceptance of £2.1 million of Scottish Government grant funding for 2023/24 under the banner of No- One Left Behind and the additional award of £0.371 million of employability funding through the General Revenue Grant be noted;
- (b) That the ongoing focus and role for the Local Employability Partnership, as highlighted in section 4 of the report, be noted; and
- (c) That the summary document, entitled Employability Investment Plan 2023/24, attached as an appendix to the report, and providing an overview of the Local Employability Partnership approach for employability services for the next year be noted.

Minute of Meeting Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 29 August 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Alison Ann-Dowling, Councillor Andy Doig, Councillor Chris Gilmour, Councillor Neill Graham, Councillor Bruce MacFarlane, Councillor Kenny MacLaren, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor Ben Smith

Chair

Councillor Paterson, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development; L Mahon, Head of Marketing & Communications; D Love, Chief Planning Officer, G McCracken, Development Standards Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer, L Adamson, Communications & Public Affairs Manager and G Crawford, Senior Communications Officer (all Chief Executive's); G Hannah, Head of Climate, Public Protection & Roads (Environment, Housing & Infrastructure); M Conaghan, Head of Corporate Governance, N Young, Managing Solicitor (Litigation & Advice), V Howie, Finance Business Partner, R Devine and C MacDonald, both Senior Committee Services Officers, D Cunningham, Committee Services & Licensing Officer and R McCallum, Licensing & Committee Assistant (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Policy Board would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor Hannigan.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

1 Revenue & Capital Budget Monitoring Report

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 23 June 2023.

The report stated that the projected outturn as at 31 March 2024 for all services reporting to this Policy Board was an overspend position of £0.006 million. It was noted that there were no capital budget projects reporting to this Policy Board. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that the projected outturn was based on current available information and assumptions made by service budget holders. It was also highlighted that budget adjustments totalling £0.006 million had been processed since approval of the budget at the meeting of Council held on 2 March 2023. Full details of these adjustments were outlined within the report.

DECIDED: That the projected Revenue outturn position, detailed in Table1 of the report, and the budget adjustments, detailed in section 4 of the report, be noted.

Sederunt

Councillor Ann-Dowling entered the meeting during consideration of the following item of business.

2 Implications of a Separate Carbon Neutral Plan for Renfrewshire

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 24 January 2023 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the implications of a separate Carbon Neutral Plan for Renfrewshire.

Renfrewshire's Plan for Net Zero was approved at the meeting of this Policy Board held on 23 August 2022, committing to working towards net zero by 2030 for both the Renfrewshire area as a whole and Renfrewshire Council as an organisation. The target placed Renfrewshire 15 years ahead of the national target, as set out in the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019, which committed Scotland to become net zero by 2045 and 20 years ahead of the UK Government target of net zero by 2050. At the meeting of this Policy Board held on 24 January 2023, it had been agreed that a report be submitted relating to a 'Carbon Neutral by 2025' Plan. It was highlighted that the Carbon Neutral Plan would be distinct from the approved Plan for Net Zero, focusing on the applicability of external carbon offsetting and how this could be used to offset the emissions produced by Renfrewshire. The report outlined the implications associated with external carbon offsetting if applied to the Renfrewshire context; and the appropriate steps should an

additional Carbon Neutral Plan, with a target date of 2025, be adopted in addition to the existing Plan for Net Zero with a target date of 2030. It was also noted that while there was significant commitment and focus within the Council and across Renfrewshire to tackle the climate emergency, the report indicated that the resource and financial capacity required to deliver two distinct Plans with different target dates and different methodologies was unlikely to be feasible or bring best value. In addition to the potentially significant financial impact for the Council on an ongoing annual basis, there was also a risk around confusion of the messaging, communication and engagement, which had been a key strength of Renfrewshire's response to date. The report acknowledged that within the Plan for Net Zero offsetting would have a role to play to deal with residual emissions. The detailed phased road map and costed delivery plans which were currently being developed would highlight the levels of offsetting required to reach net zero for both the Council as an organisation and the whole Renfrewshire area. The development of an offsetting strategy, looking at both local offsetting and external offsetting, which aligned to the phased road map would be a valuable tool to support Renfrewshire's net zero activities. However, based on the information currently available, it was recommended that the Council's focus remained on continuing to work with partners towards the current 2030 targets and actions within the approved Plan for Net Zero.

DECIDED:

- (a) That the implications, particularly the financial implications, of having a distinct and separate Carbon Neutral Plan which focused on external carbon offsetting in addition to the approved actions and targets within the existing Plan for Net Zero be noted;
- (b) That it be noted that the existing Plan for Net Zero and the approved targets and actions, including those currently relating to carbon offsetting, should remain the focus and continue to be progressed as a priority by all partners in Renfrewshire; and
- (c) That, following phase 2 of Renfrewshire's Plan for Net Zero, the development of an offsetting strategy aligning with the phased road map and costed delivery plans to identify and maximise opportunities associated with offsetting be agreed.

3 Circular Economy (Scotland) Bill: Stage 1

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Circular Economy (Scotland) Bill.

The report stated that the Circular Economy (Scotland) Bill had been introduced in Parliament on 13 June 2023 with the objective of introducing measures as part of the transition to a circular economy that required primary legislation. The aim of the Bill was to set out how modernising Scotland's waste and recycling services could help tackle the climate and nature crises and how, by introducing a circular economy strategy and associated targets, progress towards reaching a circular economy would be monitored. Measures included giving Ministers powers to set local recycling rates, setting statutory targets for delivery of a circular economy to measure progress in reducing waste; banning the disposal of unsold consumer goods to prevent good products ending up in landfill; and placing charges on single use items such as coffee cups to encourage the move to reusable alternatives. Key areas within the Bill which would potentially have future impacts for the Council were highlighted within the report.

DECIDED: That the high-level information available at this time on the Circular Economy (Scotland) Bill be noted; and that it be further noted that updates would be submitted to the relevant Policy Boards on the further development of the Bill as it progressed, along with impacts on local service delivery and statutory obligations.

4 **Dargavel – Planning Update**

Under reference to Item 3(b) of the Minute of the meeting of Council held on 22 June 2023 there was submitted a report by the Chief Executive relative to site allocations within the Dargavel Masterplan (Community Growth Area) site following negotiations between BAE Systems and the Council; the total number of housing units granted planning permission to date; and proposed changes to the Section 75 legal agreement between BAE Systems and the Council.

The report outlined three proposed changes to the currently approved Dargavel Masterplan to allow for additional education capacity to be delivered to serve the residents of Dargavel Village. The sites involved were identified in plans appended to the report, together with a summary of the proposal. In addition, the report stated that the Council had been working on the premise that the total number of homes with planning permission was approximately 4,300 units and while this broadly concurred with the position being progressed by BAE Systems, Council officers had identified potential uncertainties in relation to the interpretation of the total housing units approved as part of the planning applications determined. BAE's legal interpretation of the planning permissions granted differed from the Council's view, stating that they had consent for 4,322 homes in total and their list of relevant planning permissions was set out within Appendix 1 of the report. In terms of working towards an agreement to find a solution to the current education capacity issues at Dargavel, the Council had agreed to work to an explicitly clarified total of 4,322 homes. This figure had been used by the Council in commissioning the Edge Analytics work on school roll forecasting for the catchment area.

As a result of negotiations that had taken place between the Council and BAE Systems in recent months, and in reaching agreement on the land transfers outlined in the report to be considered at the meeting of the Infrastructure, Land & Infrastructure Policy Board to be held on 30 August 2023, there were also several proposed changes to the existing Section 75 Agreement that applied to the Dargavel Masterplan. It was highlighted that the Section 75 Agreement was a legal document that set out the obligations placed upon BAE Systems, as co-signatories with Renfrewshire Council, and subsequent landowners of the Dargavel development. Proposed revisions to the October 2018 Section 75 Agreement, which would be formalised in a Minute of Variation, were detailed within the report.

The report highlighted that the revised site allocations and proposed changes to the Section 75 legal agreement would only be enacted when the Council reached agreement with BAE Systems on the transfer of land within the Dargavel Masterplan for education purposes.

DECIDED:

(a) That the proposed changes to the Dargavel Masterplan, as currently approved and illustrated in the adopted Local Development Plan, be noted;

(b) That the proposed changes to the existing Dargavel Section 75 Agreement be agreed;

(c) That the confirmed housing capacity of the Dargavel Masterplan site, given planning permissions granted, be noted; and

(d) That it be noted that the above changes would only be enacted when the Council reached agreement with BAE Systems on the transfer of land for education purposes within the Dargavel Masterplan.

5 **Tree Preservation Order Requests**

There was submitted a report by the Chief Executive relative to requests to apply a Tree Preservation Order (TPO) designation to sites across Renfrewshire.

The report advised that the TPO requests submitted had been considered in terms of the relevant legislation, namely, Section 160 of The Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc (Scotland) Act 2006, and within the procedures set out in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2011. The report referred to requests received for the designation of TPOs in respect of sites at (i) Potterhill Avenue, Paisley; (ii) the south of Stanely Reservoir; (iii) St Mark's Church, Paisley; (iv) Station Road, Bridge of Weir; (v) Edzell Drive, Elderslie; and (vi) Barrochan Road, Brookfield, and advised that an assessment had been undertaken in respect of each requested site, details of which were provided within the report, together with recommendations whether a TPO should be made and considerations.

DECIDED:

(a) That the need for a Tree Preservation Order be approved in respect of a site at Potterhill Avenue, Paisley, trees to the south of Stanely Reservoir and trees at St Mark's Church, Paisley and that it be agreed that officers proceed to prepare the Orders, serve them on relevant parties and make the Orders available to the public and seek representations; and

(b) That it be agreed that Tree Preservation Orders not be progressed at Station Road, Bridge of Weir; Edzell Drive, Elderslie; and Barrochan Road, Brookfield.

6 **Developer Contributions – Annual Report**

There was submitted an annual report by the Chief Executive relative to monies held by the Council which had been received in relation to developer contributions associated with approved planning applications.

The report detailed the current status, sums of monies involved and purpose of the developer contributions received in terms of various Section 50, Section 69 and Section 75 agreements relating to (i) planning application 90/0661/PP, known as the Station Rise development; (ii) planning application 02/0660/PP at Kings Inch Road/Ferry Road/Meadowside Street/Neil Street, Renfrew; (iii) a number of planning applications for developments at Kings Inch Road and Ferry Village, Renfrew where a

financial contribution towards the bus rapid transit system, known as Fastlink, had been agreed; (iv) planning application 16/0878/PP at Abbotsinch Retail Park; (v) the Ferry Village, Renfrew development; and (vi) Dargavel Village.

DECIDED:

- (a) That the Annual Report in respect of developer contributions be noted; and
- (b) That the developer contributions currently held by the Council be noted.

7 **Developer Contributions – Education - Update**

There was submitted a report by the Chief Executive relative to progress in developing new supplementary planning guidance on developer contributions for education.

The report advised that Renfrewshire Council's adopted Local Development Plan included policy I8 which made it clear that the local authority would seek proportionate and necessary contributions from new housing development towards shortfalls in education capacity resulting from the impact of the development. This was a standard planning policy approach used by most Scottish local authorities and had been used in Renfrewshire for several years in respect of relevant new housing developments. Education contributions were normally achieved via a planning obligation, namely a Section 75 Agreement, between the local authority and the applicant(s). It was highlighted that such an obligation applied to the land concerned, regardless of subsequent changes in ownership. The report stated that, in Renfrewshire, Section 75 Agreements were identified early during pre-application discussion with applicants and the headlines from any such agreement identified in appropriate Board reports with the detailed wording and signing of the documentation delegated to senior officers within the Council.

The report indicated that it was the intention, in Renfrewshire, to progress towards preparing draft supplementary planning guidance on developer contributions for education to supplement policy I8 of the adopted Local Development Plan. The rationale for adopting such a policy and the factors to be considered to ensure that the policy achieved its aims were outlined. The report advised that the aim was to develop and submit a framework for how a revised education contributions policy would be applied in the Renfrewshire area to the next meeting of this Policy Board with a revised draft policy being submitted for consideration to the next meeting of this Policy Board and then be subject to a public consultation exercise prior to being finalised and submitted to the Policy Board for approval.

DECIDED: That the update on progress towards new supplementary planning guidance on developer contributions for education be noted and that it also be noted that the draft guidance would be submitted to a future meeting of this Policy Board for approval in due course.

8 **Renfrewshire Planning Performance Framework 2022/23**

There was submitted a report by the Chief Executive relative to Renfrewshire's Planning Performance Framework 2022/23, a copy of which was appended to the report.

The report stated that a system of performance management for planning had been established by local authorities and the Scottish Government, which required all planning authorities to produce an annual Planning Performance Framework. The Framework had been developed by the Heads of Planning in Scotland to capture and highlight a balanced measurement of planning performance, showing commitment to speed of decision making; qualitative analysis, delivery and implementation of good quality development and design; project management and communication consultation, and engagement with communities and stakeholders. The Renfrewshire Planning Performance Framework 2022/23 demonstrated that the Council was committed to continuous improvement in the service it provided in its role as a local planning authority. It was noted that the Framework demonstrated how the planning performance feedback received from the Scottish Government in 2022 had been considered, provided case studies and examples of strategies and projects where Planning had led or been a partner in implementing or supporting the delivery of Council priorities and highlighted the ongoing changes and adaptations made to planning processes and procedures over the previous year. The Renfrewshire Planning Performance Framework also included statistical indicators.

DECIDED: That the Renfrewshire Planning Performance Framework 2022/23 be noted.

9 **Renfrewshire Local Development Plan - Development Plan Scheme 2023**

There was submitted a report by the Chief Executive relative to the annual Renfrewshire Development Plan Scheme 2023.

The report indicated that the next Local Development Plan (LDP) for Renfrewshire would be informed by National Planning Framework 4 and any local place plans prepared by local communities across Renfrewshire. The Development Plan Scheme detailed the work required to prepare, engage and consult on the Local Development Plan. A key element of the development plan scheme was the participation statement which outlined when, how and with whom consultation would take place during the plan preparation process. The draft participation statement had been subject to a four-week consultation, commencing on 11 July 2023, to gather the views of local communities and other key stakeholders on how the Council should engage with them during the plan preparation process and had resulted in 81 responses being received from a wide range of participants including local residents, community groups, development trusts, key agencies, local businesses, landowners and developers. It was highlighted within the report that approximately 90% of the respondents supported the draft participation statement and that all comments received had been considered when finalising the Renfrewshire Development Plan Scheme 2023.

DECIDED: That the Renfrewshire Development Plan Scheme 2023 be approved.

10 **Planning Application**

There was submitted a report by the Chief Executive relative to the following application for planning permission that required to be determined by the Board.

10(a) 23/0148/PP: Erection of extension to height of golf range netting at Gleddoch Resort and golf course by Gleddoch Resorts Limited.

G McCracken, Development Standards Manager, provided a presentation relative to the application.

In terms of Standing Order 59 Councillor Paterson, moved that the application be granted subject to the conditions and reasons detailed within the report. This was agreed unanimously.

DECIDED: That the application be granted subject to the conditions and reasons detailed within the report.

Minute of Meeting Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 30 August 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor John Gray, Councillor James MacLaren, Councillor Janis McDonald, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Ben Smith

Chair

Councillor Campbell, Convener, presided.

In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; A Morrison, Head of Economy & Development Services, B Walker, Programme Director (City Deal & Infrastructure), C Henderson, Senior Planning & Policy Development Officer, G Crawford, Senior Communications Officer and S Inrig, Programme Manager – Community Asset Transfer & Regeneration (all Chief Executive's); G Hutton, Head of Operations & Service Development, G Hannah, Head of Climate, Public Protection & Roads, N Drummond, Lead Officer (Environmental Co-ordination), K Anderson, Sustainability & Place (Assets) Manager, L Rennie, Operations Manager, K Gray, Streetscene Manager and S Heron, Assistant Transportation & Development Manager (all Environment, Housing & Infrastructure); and M Conaghan, Head of Corporate Governance, L Dickie, Finance Business Partner, G Dickie, Partnering & Commissioning Manager, J McLean, D Pole, L Sandell and J Skinner, all End User Technicians, E Gray and C MacDonald, both Senior Committee Services Officers, D Cunningham, Committee Services & Licensing Officer and C Lamb and K Marriott, both Licensing & Committee Assistants (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast via the Council's internet site.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

Valedictory

The Convener advised that this was the last meeting of the Policy Board that Karen Anderson, Sustainability & Place (Assets) Manager, would attend before her retirement. The Convener took the opportunity to wish her all the best for the future and to thank her for her years of service to the Council, making reference to the help, support and advice she had provided. Other elected members took the opportunity to echo the sentiments expressed by the Convener.

1 Community Asset Transfer Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 24 May 2023, a copy of which forms the Appendix to this document

DECIDED: That the Minute be approved.

2 Operational Performance Report

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the operational performance of the service.

The report provided updates since the previous Policy Board meeting in respect of key areas delivered by services within Environment, Housing & Infrastructure, which were within the remit of this Policy Board, including fleets, roads and transportation; parks investment; Streetscene; climate change; Team Up to Clean Up; waste and recycling services; and cemeteries.

DECIDED: That the operational performance update detailed in the report be approved.

3 Revenue and Capital Budget Monitoring as at 23 June 2023

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources and Environment, Housing & Infrastructure as at 23 June 2023.

The report stated that the projected revenue outturn as at 31 March 2024 for all services reporting to this Policy Board was an overspend position of £2.348 million against the revised budget for the year, 7.6 percent of the budget. The projected capital outturn as at 31 March 2024 for projects reporting to the Board was a breakeven position against the revised budget for the year. Summaries were provided around the relevant services in the tables within the report, together with further analysis.

It was noted that there had been revenue budget adjustments to the value of £0.317 million which reflected a number of savings targets for 2023/24 incorporated into the reported position, together with a drawdown from reserves. It was further noted that there were capital budget adjustments to the value of £4.808 million arising from £0.721 million in budget reprofiling from 2022/23 to 2023/24 and £4.087 million in budget increases in 2023/24.

DECIDED:

(a) That the projected Revenue outturn position, as detailed in Table 1 of the report, acknowledging that the forecast position was based on best estimates available at the time, be noted;

(b) That the projected Capital outturn position, as detailed in Table 2 of the report, be noted; and

(c) That the budget adjustments, detailed in sections 4 and 6 of the report, be noted.

4 **Renfrewshire Council Proactive Tree Management**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the proposed proactive approach to tree management within Renfrewshire.

The report provided a summary of the proposed Tree Risk Management Strategy and the Operational Tree Management Policy, which were set out in full at Appendices 1 and 2 to the report respectively.

The report provided information on the resource implication that the introduction of the Tree Risk Management Strategy and the Operational Tree Management Policy would require with regard to fulfilling all obligations around proactive tree management. It was anticipated that the full-year additional cost of the proposed structure would be £0.650 million per annum. For the remainder of 2023/24 a cost of £0.450 million would be incurred and it was suggested that this be funded through the use of unallocated reserve balances with future costs being incorporated into the revenue estimates process for 2024/25 onward.

DECIDED:

(a) That the Tree Risk Management Strategy and the Operational Tree Management Policy as attached at Appendices 1 and 2 of the report be approved;

(b) That the resulting financial implications of the Tree Risk Management Strategy and the Operational Tree Management Policy be noted;

(c) That the use of unallocated reserves to fund associated 2023/24 costs be approved; and

(d) That it be noted that future costs would be incorporated into financial planning proposals from 2024/25 onward.

5 **Outdoor Access and Play Area Improvements 2023- 2026**

Under reference to item 3 of the Minute of the meeting of this Policy Board held on 24 May 2023, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to a planned investment programme to provide improvements to play parks within Renfrewshire.

The report provided detail on the 25 play parks which had been refurbished since 2021 and the further 10 play parks which were scheduled for refurbishment in 2023/24 together with detail of the financial investment in the project which included £0.335 million of Council funding and £0.307 million of Scottish Government funding and scheduled work up to 2026. The Play Park Renewal & Improvement 2021/26 strategy was set out in full at Appendix 1 to the report.

A number of play parks had been identified as not suitable for renewal, as detailed in Appendix 2 to the report, and it was proposed that these be removed with the sites used to boost biodiversity through habitat and species restoration, the cost of which would be met with £0.100 million from the Nature Restoration Funds.

DECIDED:

(a) That the planned programme of works for renewal and refurbishment of play areas and the priorities for investment from 2024/25 and beyond, as detailed in Appendix 1 of the report be approved subject to the current capital allocation of grants continuing from the Scottish Government for 2024/26;

(b) That officers be authorised to escalate the programme based on need and condition of the remaining play parks and to change the order of replacement based on any unexpected significant failures identified through regular health and safety inspections; and

(c) That the play areas which were not suitable for refurbishment, as identified in Appendix 2 of the report, be removed and the land reinstated for biodiversity and habitat restoration.

6 **Noisy Vehicle Exhausts- Council Options for Action**

Under reference to item 16 of the Minute of the meeting of Council held on 4 May 2023, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the powers currently available to deal with excessive noise from vehicle exhaust systems.

At the meeting of Council held on 4 May 2023 it was agreed that "Renfrewshire Council is concerned about the increase in road illegal vehicle exhaust systems and excessive exhaust noise and instructs the Director of Environment and Infrastructure to investigate options to clamp down on this practice and bring a report back to a future ILE Board on proposals to stop this practice".

The report noted that enforcement powers in terms of excessive vehicular noise were held by Police Scotland through provisions contained within the Road Vehicles (Construction and Use) Regulations 1986. It was further noted that the Environmental Protection Act 1990 was the main legislation that the Council used with regard to enforcement powers to deal with statutory noise nuisances and that whilst it was recognised that noise from defective/modified vehicle exhausts did cause annoyance and disturbance the statutory nuisance provisions under the Environmental Protection Act 1990 specifically excluded road traffic noise from being actionable.

The report indicated that as Police Scotland were the appropriate enforcing authority there were no proposals for the Council to take any action in respect of this matter.

DECIDED: That it be noted that the Council had no enforcement remit with regard to excessively noisy vehicle exhaust systems, with the powers resting fully with Police Scotland and that no further actions were proposed in respect of the Council decision.

7 **Transport Scotland Act (2019) Update**

There was submitted a report by the Director of Environment, Housing & Infrastructure in respect of the work undertaken to progress the opportunities afforded by the Transport (Scotland) Act 2019 with regard to transport arrangements in Scotland.

The report provided detail on the Transport (Scotland) Act 2019 and its provisions for improvements to transport arrangements. It was noted that of the five areas which were under the Council's remit, two were not currently being explored - Low Emission Zones and Workplace Parking Levy.

Updates were provided in respect of the work being undertaken around bus provision, the pavement parking ban and 20mph speed limit zones.

DECIDED: That it be noted that regular progress updates in respect of the Transport (Scotland) Act 2019 would be brought to future meetings of this Policy Board.

8 **Dargavel – Land transfer to Renfrewshire Council for New School Site**

There was submitted a report by the Chief Executive relative to the transfer of two sites within Dargavel Village from BAE to the Council for education purposes. The sites were identified in a plan attached as an appendix to the report.

The report provided a background to the housing development at Dargavel and the under provision of primary education which was identified in 2022. Reference was made to the discussions which had taken place between the Council and BAE, the landowner, with a view to identifying an appropriate site on which an additional primary school could be constructed and also to secure a site adjacent to the current primary school to allow for flexibility in terms of future expansion. Following discussions preferred sites for both the new school and to allow for expansion of the current school were identified.

The report summarised the draft Head of Terms which specified that both sites would be transferred to the Council for a fee of £1 and included a number of conditions for both the Council and BAE. The draft Head of Terms was set out in full at Appendix 2 to the report.

It was anticipated that, should the transfer be approved, the land would come under ownership of the Council in September 2023 following which work could begin on the design and construction of a new school. It was noted that updates on the progress would be submitted to the appropriate Policy Boards in due course.

DECIDED:

(a) That the draft Heads of Terms, as set out at Appendix 2 to the report be approved; and

(b) That the Head of Economy & Development, in conjunction with the Head of Corporate Governance, be authorised to progress towards exchanging agreed missives with BAE for the formal transfer of the land itemised in the report to Council ownership.

9 **Acquisition of Land – CWWR Layby Berth**

There was submitted a report by the Chief Executive relative to the acquisition of property required for the creation of a layby berth as part of the Clyde Waterfront and Renfrew Riverside (CWWR) project. The site was identified in a plan attached as an appendix to the report.

The report provided a background to the Clyde Waterfront and Renfrew Riverside (CWWR) project and advised that a layby berth was essential for the operation of the bridge to allow ships to wait safely for it to open to river traffic and that there was a statutory requirement for the Council to provide land for this purpose under the Section 75 agreement approved by Scottish Ministers. The finalised layby berth design approved by Peel was not fully accommodated within the land previously acquired from Clydeport and additional land and servitude rights over a total area of 1.081 acres were now required.

It was noted that the required land did not fall within the boundaries for which the Council had compulsory purchasing powers for the project and that the land would need to be purchased on a voluntary basis.

Clydeport were seeking a purchase price of £500,000 which was £338,000 higher than the price determined by the Council's Registered Valuer who valued the land at £162,000.

The report recommended that, because the site was critical to the project and the Council had a statutory obligation to provide it, the acquisition proceed at a price of £500,000 to avoid additional contract delays and spiralling construction costs which would quickly exceed the over payment of £338,000.

DECIDED:

(a) That the acquisition of the site, identified in the plan appended to the report be approved; and

(b) That the Head of Corporate Governance in conjunction with the City Deal & Infrastructure Programme Director be authorised to conclude the acquisition of the property as detailed in the report.

10 Disposal of Land for Substations – CWWR Bridge Supplies

There was submitted a report by the Chief Executive relative to the disposal of property required for the creation of two electricity substations within the land acquired for the Clyde Waterfront and Renfrew Riverside (CWRR) project. The sites were identified in a plan attached as an appendix to the report.

The report provided a background to the CWRR project and the requirement for a substation to be constructed on both sides of the river to provide power to an opening bridge. Sites for the substations had been identified and it was proposed that the land be sold to SP Distribution plc for a price of £1 each. The provisional terms and conditions of the sale were set out in full in the report.

DECIDED:

(a) That the sites identified in the plan appended to the report be declared surplus to requirement;

(b) That the sale of the sites to SP Distribution plc (“SPD”), along with servitude rights for appropriate connections, subject to the Head of Economy & Development agreeing their exact location and subject to the terms and conditions detailed within the report, be approved; and

(c) That the Head of Corporate Governance in conjunction with the City Deal & Infrastructure Programme Director be authorised to conclude the disposal of the property as detailed in the report.

11 Telecommunications Mast – Craighendhill, Erskine

There was submitted a report by the Chief Executive relative to a new ground lease at Craighendhill, Erskine. The site was identified in a plan attached as an appendix to the report.

The report provided a background to the site at Craighendhill, Erskine and intimated that EE Limited had been a tenant there since 1994 and operated a mobile telecommunications network from a mast they had installed on site. The ground lease was currently running on a year-to-year basis at an annual rent of £4,663.

The report further intimated that due to provisions in the Electronic Communications Code, updated as part of the Digital Economy Act 2017, the income which could be generated by site owners leasing to telecommunications operators was reduced due to compensation no longer being in the form of an annual rental based on market value.

EE Limited sought to renounce their current lease and enter into a new agreement for a period of 10 years at an annual rent of £1,000. The proposed terms and conditions for the lease were set out in full in the report.

DECIDED: That the Head of Corporate Governance be authorised, in conjunction with the Head of Economy & Development, to conclude a new ground lease at Craighendhill, Erskine based on the terms and conditions detailed in the report.

12 **Alteration to Lease, KLAS Care (CIC), Gilmartin Road, Linwood**

There was submitted a report by the Chief Executive relative to proposed changes to the existing lease of a property at Gilmartin Road, Linwood to KLAS Care CIC. The site was identified in a plan attached as an appendix to the report.

The report intimated that KLAS Care CIC were the current leaseholders at the property on Gilmartin Road, Linwood. The lease commenced on 31 January 2017 and was due to expire in 2042. KLAS Care CIC sought to amend the wording of their lease to allow additional buildings to be constructed on the site as they intended to add a wellbeing hub for children in care to the site.

DECIDED: That the Head of Corporate Governance be authorised, in conjunction with the Head of Economy & Development, to vary the existing lease to KLAS Care to facilitate the development of a further building on their leased area on the basis of the terms and conditions outlined in the report.

13 **Lease Renewals (Renfrewshire Council as Tenant), Tannahill Centre, Blackstoun Road, Ferguslie, Paisley**

There was submitted a report by the Chief Executive relative to the renewal of the Council's leases on two premises at the Tannahill Centre, Blackstoun Road, Paisley.

The report intimated that the Council was currently the leaseholder of two premises within the Tannahill Centre which hosted the Ferguslie pre-five Nursery and Ferguslie Library. The current lease arrangements commenced in October 2014 and ran to October 2022 following which they continued on tacit relocation for £22,374 and £31,931 per annum for the library and nursery respectively. The landlord served a notice to quit on 20 July 2023 which had the effect of ending the leases on 29 October 2023. The Council required to agree new lease terms with the landlord to remain in the premises beyond this date.

Due to the timing of the notice to quit and the termination date, a three month extension to the leases, on existing terms, had been offered by the landlord in order to accommodate the Council's board cycles and to allow for negotiation of terms.

DECIDED: That a three month extension of the two leases on existing terms be approved.

Minute of Meeting Community Asset Transfer Sub-committee

Date	Time	Venue
Wednesday, 24 May 2023	13:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Chris Gilmour, Councillor Janis McDonald, Councillor John McNaughtan

Chair

Councillor Campbell, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development Services, S Inrig, Programme Manager – Community Asset Transfer & Regeneration and E Shearer, Regeneration & Place Manager (all Chief Executive's Service); and N Young, Assistant Managing Solicitor (Litigation & Advice), D Pole, End User Technician, E Gray, Senior Committee Services Officer and D Cunningham and J Barron, both Assistant Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be filmed for live or subsequent broadcast via the Council's internet site.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 **Community Asset Transfer Request – Vacant Site at Lochhead Avenue, Lochwinnoch PA12 4AW**

There was submitted a report by the Chief Executive relative to a Community Asset Transfer request submitted in respect of the transfer of the vacant site at Lochhead Avenue, Lochwinnoch PA12 4AW to Lochwinnoch Community Development Trust under Part 5 of the Community Empowerment (Scotland) Act 2015. The application was set out in full as an appendix to the report.

The report provided an overview to Community Asset Transfer (CAT) legislation, the site, the applicant and the Council's process for determining applications.

The CAT request was submitted on 30 January 2023 with a view to leasing the site for a minimum period of 10 years with the option to purchase the site at the end of or during the lease period. The purpose of the application was to allow for development of the site into a multi-use social space and garden with provision for the continued hosting of a number of community groups; an outdoor market space; holding workshops, classes and events; hireable space with picnic and barbeque areas; and community vegetable growing plots. Details on the expected community benefits and sustainability plan were provided in the report.

Following submission of the application, interested parties were entitled to provide written representations. A total of 112 valid representations, together with 257 valid responses to a Community Council questionnaire, were received with 74% of respondents in favour of the proposals.

The application was initially considered by the Council's CAT Officer Panel on 25 April 2023 where it was agreed to recommend that this Sub-committee approve the request.

Lochwinnoch Community Development Trust had proposed a rent of £25 per month and requested the right to erect buildings, sub-let and connect the site to services such as phoneline, water and sewage. Due to the cost of administration, the CAT panel recommended a rent of £1 per annum.

Councillor Campbell moved that:

(a) That the transfer of the vacant site at Lochhead Avenue, Lochwinnoch PA12 4AW to Lochwinnoch Community Development Trust be approved for lease period of 10 years for the discounted rent of £1 per annum;

(b) That the Head of Economy and Development and the Head of Corporate Governance be authorised to conclude the lease at the rate above, and on such terms as required to protect the Council's interest; and

(c) That a review into sale of the site be carried out after three years to:

(i) Assess whether the group's finances correlated with the projections set out in the application and to provide an updated financial projection;

(ii) Gather data on the impact which the lease had on the local community and businesses;

- (iii) Provide an update on the planning status and history of the site including any proposals for a Local Place Plan in the area; and
- (iv) Investigate potential site contamination and proposals for treatment of any contamination.

This was agreed unanimously.

DECIDED:

(a) That the transfer of the vacant site at Lochhead Avenue, Lochwinnoch PA12 4AW to Lochwinnoch Community Development Trust be approved for lease period of 10 years for the discounted rent of £1 per annum;

(b) That the Head of Economy and Development and the Head of Corporate Governance be authorised to conclude the lease at the rate above, and on such terms as required to protect the Council's interest; and

(c) That a review into sale of the site be carried out after three years to:

- (i) Assess whether the group's finances correlated with the projections set out in the application and to provide an updated financial projection;
- (ii) Gather data on the impact which the lease had on the local community and businesses;
- (iii) Provide an update on the planning status and history of the site including any proposals for a Local Place Plan in the area; and
- (iv) Investigate potential site contamination and proposals for treatment of any contamination.

Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Friday, 01 September 2023	10:00	Remotely on MS teams,

Present: Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, D Cunningham and A Easdon, both Committee Services & Licensing Officers, E Graham, Licensing & Committee Assistant, J Skinner and J McLean, both End User Technicians (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting, the Convener intimated that this meeting would be recorded for subsequent broadcast via the Council's internet site.

Apologies

Councillors Audrey Doig, McDonald, McEwan and Mullin.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

1 Grant of Temporary Public Entertainment Licence - Personal Appearance

There was submitted the undernoted application for grant of a temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Jacqui Fairlie who had submitted an objection to the application and Police Scotland who had submitted a representation to the application: -

Applicant: Alexandra Isobel Graham

Authorised activity: Jow in the Park charity event

Location: land at Gryffe Castle, Kilmacolm Road, Bridge of Weir

Operating: Saturday 2 September 2023 – 12 noon to 10.30 pm

Ms Graham, the applicant, and her friend, Ms McMillan, both joined the meeting by video call, together with Ms Fairlie, the objector to the application, who joined the meeting by telephone call and Sergeant Robertson who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application.

The Managing Solicitor (Licensing) advised that the applicant had accepted the additional conditions requested by the Council's Director of Environment, Housing & Infrastructure contained in a memorandum dated 24 August 2023 and the additional conditions contained in the letter from Police Scotland dated 28 August 2023, being attached to the licence should it be granted by the Board.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 07 September 2023	10:00	Remotely by MS Teams,

Present: Councillor Audrey Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Sam Mullin, Councillor Andy Steel

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, D Cunningham and A Easdon, both Committee Services & Licensing Officers, R McCallum, Licensing & Committee Assistant, and J McLean, ICT End User Support Officer (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting, the Convener intimated that this meeting would be recorded for subsequent broadcast via the Council's internet site.

Apology

Councillor Mullin (for lateness).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by reconsidering item 3 of the agenda after item 5 of the agenda; considering item 5 of the agenda prior to item 4 of the agenda and reconsidering item 6(a) of the agenda after item 6(c) of the agenda.

1 **Grant of Late Hours Catering Licence - Personal Appearance**

There was submitted the undernoted application for grant of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time:-

Applicant: PTLL Limited
 Premises: Tesco Rockfield, 125 Renfrew Road, Paisley
 Activity: supermarket
 Operating hours: Monday to Sunday - 11.00 pm to 5.00 am

Ms Purewal, on behalf of the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the applicant be an exception to the Board's policy on trading hours.

DECIDED: That the application be granted for a period of one year and that the applicant be an exception to the Board's policy on trading hours.

2 **Surrender and Re-issue of Taxi Operator's Licence**

There was submitted the undernoted application for the surrender and re-issue of a Taxi Operator's Licence:-

Present operator: Malcolm Mearns
 Proposed operator: Calum Anderson
 Licence no.: TX071

The Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

3 **Renewal of Private Hire Car Operator's Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the first time:-

Applicant: Paul Hepburn
 Licence no.: PH0617

Mr Hepburn, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued until later in the meeting to allow submitted documentation to be verified and that, if in order, the applicant need not attend. This was agreed unanimously.

DECIDED: That consideration of the application be continued until later in the meeting to allow submitted documentation to be verified and that, if in order, the applicant need not attend.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of items 4 and 5 as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

4 Surrender and Re-issue of Taxi Operator's Licence - Personal Appearances

There was submitted the undernoted application for the surrender and re-issue of a Taxi Operator's Licence. The applicants had been asked to appear personally for the first time:-

Present operator: John Heron
Proposed operator: James Smith
Licence no.: TX165

Mr Heron and Mr Smith, the applicants, both joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

5 Grant of Private Hire Car Operators' Licences - Personal Appearances

There were submitted the undernoted applications for grant of Private Hire Car Operators' Licences. The applicant had been asked to appear personally for the first time:-

John Sutherland – 2 applications

Mr Sutherland, the applicant, joined the meeting by telephone call. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. Mr Sutherland also agreed to this. After consideration of all matters before the Board, the Convener proposed (i) that Mr Sutherland's application for grant of a Private Hire Car Operator's Licence to operate vehicle GJ15 DDN be granted and that standard condition 1 of his licence be amended to enable Mr Sutherland to operate this vehicle as an exception to the Board's policy on vehicle age, all for a period of one year; and (ii) that Mr Sutherland's application for

grant of a Private Hire Car Operator's Licence to operate vehicle PJ15 MVR be granted and that standard condition 1 of his licence be amended to enable Mr Sutherland to operate this vehicle as an exception to the Board's policy on vehicle age, all for a period of one year. This was agreed unanimously.

DECIDED:

(a) That the application for grant of a Private Hire Car Operator's Licence to operate vehicle GJ15 DDN be granted and that standard condition 1 of his licence be amended to enable Mr Sutherland to operate this vehicle as an exception to the Board's policy on vehicle age, all for a period of one year; and

(b) That the application for grant of a Private Hire Car Operator's Licence to operate vehicle PJ15 MVR be granted and that standard condition 1 of his licence be amended to enable Mr Sutherland to operate this vehicle as an exception to the Board's policy on vehicle age, all for a period of one year.

Admission of Press and Public

The press and public were invited into the meeting prior to consideration of the following item of business.

6 Renewal of Private Hire car Operator's Licence - Personal Appearance

Under reference to item 3 of this Minute, consideration was resumed of the undernoted application for renewal of a Private Hire Car Operator's Licence:-

Applicant: Paul Hepburn
Licence no.: PH0617

The Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

Exclusion of Press and Public

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

7 Grant of Private Hire Car Drivers' Licences - Personal Appearances

There were submitted applications (a), (b), (c), (d), (e), (f) and (g) for grant of Private Hire Car Drivers' Licences and under reference to item 8(b) of the Minute of the meeting of this Board held on 23 August 2023, consideration was resumed of application (h) for grant of a Private Hire Car Driver's Licence. Applicants (a), (b), (c), (d), (e), (f) and (g)

had been asked to appear personally for the first time and applicant (h) had been asked to appear personally for the second time together with Police Scotland who had submitted objections to applications (f) and (g) and an objection to application (h) together with a supplementary letter which was received outwith the statutory timescale to the application:-

(a) Alaa Alkawaldeh

There was no appearance by or on behalf of Mr Alkawaldeh, the applicant. The Convener proposed that consideration of the application be continued to later in the meeting to allow the applicant time to join the meeting. This was agreed unanimously.

DECIDED: That consideration of the application be continued to later in the meeting to allow the applicant time to join the meeting.

(b) Matiullah Wafa

Mr Wafa, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(c) Abdulhakim Isa

Mr Isa, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(d) Alaa Alkawaldeh

Under reference to item 7(a) above, consideration was resumed of Mr Alkawaldeh's application. Mr Alkawaldeh, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

Adjournment

The meeting adjourned at 11.00 am and reconvened at 11.35 am.

(e) Chaltu Aliyi

There was no appearance by or on behalf of the Mr Aliyi, the applicant. The Convener proposed that the application be considered Mr Aliyi's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

(f) Abdul Wajid Mian

Mr Mian, the applicant, joined the meeting by telephone call together with Inspector Henderson, who also joined the meeting by telephone call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(g) Anas Khawaldah

Mr Khawaldah, the applicant, joined the meeting by telephone call together with Inspector Henderson, who also joined the meeting by telephone call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued and that the applicant be invited to a future meeting of the Board.

(h) Mohammed Akram

There was no appearance by or on behalf of Mr Akram, the applicant. Inspector Henderson joined the meeting by telephone call, on behalf of the Chief Constable who had submitted an objection to the application and a supplementary letter received outwith the statutory timescale to the application.

The Managing Solicitor (Licensing) advised that Mr Akram's Solicitor had requested that consideration of the matter be continued to allow time for Police Scotland to clarify their position in relation to this application.

The Convener proposed (i) that consideration of the application be continued and that the applicant be invited to a future meeting of the Board; and (ii) that, if required, an application be made to the Sheriff for an extension of the statutory period allowed for reaching a decision on the application. This was agreed unanimously.

DECIDED:

(i) That consideration of the application be continued and that the applicant be invited to a future meeting of the Board; and

(ii) That, if required, an application be made to the Sheriff for an extension of the statutory period allowed for reaching a decision on the application.

Adjournment

The meeting adjourned at 1.00 pm and reconvened at 1.30 pm.

Sederunt

Councillors Audrey Doig and Montgomery were not in attendance when the meeting reconvened.

8 Grant of Private Hire Car Driver's Licence - Personal Appearance

There was submitted the undernoted application for grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection received outwith the statutory timescale to the application:-

Mohammed Adail

Mr Adail, the applicant, joined the meeting by telephone call together with Inspector Henderson, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the objection, the Convener proposed that the objection be taken into account when the application was being considered. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year.

Sederunt

Councillor Mullin joined the meeting prior to the consideration of the following item of business.

9 Renewal of Private Hire Car Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for renewal of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to application (a), an objection to application (b) and an objection and a supplementary objection to application (c), both received outwith the statutory timescale to the application :-

(a) Applicant: Michelle Fulton
Licence no.: P0772

Ms Fulton, the applicant, joined the meeting by telephone call together with Inspector Henderson, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period

of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

(b) Applicant: Atif Akram
Licence no.: P0777

Mr Akram, the applicant, and his Solicitor, Mr Banks, both joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years.

(c) Applicant: Hamid Mahmood
Licence no.: P0069

Mr Mahmood, the applicant, accompanied by his son, Mr Hamid, joined the meeting by telephone call together with Sergeant Moore McGrath who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection and a supplementary objection both received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the objection and the supplementary objection, the Convener proposed that both the objection and, subsequently, separately the supplementary objection, be taken into account when the application was being considered. This was agreed unanimously.

After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(d) Applicant: Usman Nazir
Licence no.: P0058

There was no appearance by or on behalf of Mr Nasir, the applicant. The Convener proposed that the application be considered in Mr Nasir's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period to 8 December 2024. This was agreed unanimously.

DECIDED: That the application be granted for a period to 8 December 2024.

10 **Exemption from Drivers' Duties under Section 166 of the Equality Act 2010 - Personal Appearance**

There was submitted the undernoted application for exemption from driver's duties to provide mobility assistance under the Equality Act 2010. The applicant had been asked to appear personally for the first time:-

Applicant: James Liddell
Licence no.: T0481

Mr Liddell, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Liddell's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Liddell's current Taxi Driver's Licence.

Sederunt

Councillor Steel left the meeting prior to consideration of the following item of business.

11 Hearing into Possible Suspension or Revocation of Private Hire Car Driver's Licence - Personal Appearance

The Board considered the possible suspension or revocation of the undernoted licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

Licence holder: Adam Bryson
Licence no.: P0709

Mr Bryson, the licence holder, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable. Mr Bryson advised that his Solicitor was unable to attend the meeting to represent him and requested that consideration of this matter be continued to a future meeting of the Board to allow his Solicitor to represent him. Sergeant Moore-McGrath addressed the Board. The Convener then proposed that consideration of this matter be continued and that the licence holder be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of this matter be continued and that the licence holder be invited to a future meeting of the Board.

Minute of Meeting Director of Children's Services

Date	Time	Venue
Monday, 11 September 2023	14:00	Teams Meeting,

Present: Councillor Jacqueline Cameron, Councillor Gillian Graham, Councillor Anne Hannigan, Councillor Lisa-Marie Hughes, Councillor David McGonigle, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Chief Executive; and R Laouadi, HR Manager (Finance & Resources).

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there could be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

1 **Director of Children's Services - Shortleeting**

There were submitted copies of the forms of application for the candidates for the post of Director of Children's Services. The Board considered the applications in detail and agreed the short list of candidates who would be invited to attend the assessment centre on 18 and 19 September 2023 and interviews to be held on 27 September 2023.

DECIDED: That the short list of four candidates as agreed be invited to attend the assessment centre on 18 and 19 September 2023 and interviews to be held at the meeting of this Board on 27 September 2023.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 14 September 2023	10:00	Via Teams Platform,

Present: Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Neill Graham, Councillor Robert Innes, Councillor Bruce MacFarlane, Councillor David McGonigle, Councillor Sam Mullin, Councillor Iain Nicolson, Councillor John Shaw

Chair

Councillor Shaw, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; B Lambert, Corporate Procurement Manager, G Beattie, Strategic Commercial Category Manager, J Castle, Senior Communications Officer, A Donaldson, Strategic Commercial Category Manager, L Gillan, Strategic Commercial Category Manager, C Henderson, Senior Planning & Policy Officer and R Park, Category Manager (all Chief Executive's); C Dalrymple, Head of Facilities & Property Services, L Feely, Head of Housing Services, E Scott, Operations Manager (Building Services), S Heron, Assistant Transportation & Development Manager and L Rennie, Operations Manager (all Environment, Housing & Infrastructure); and M Conaghan, Head of Corporate Governance, P Murray, Head of Head of Digital, Transformation and Customer Services, M Boyd, Head of People & OD, E Simpson and S Fanning, both Principal HR & OD Advisers, G Easdon, ICT Business Services Manager, E Shields, Business Services Manager, R Davidson, Category Manager (ITC), R Cree, OD & Workforce Planning Manager, D Pole and J Skinner, both End User Technicians, P Shiach, Senior Committee Services Officer, J Barron; Committee Services Officer, D Cunningham, Committee Services & Licensing Officer and K Marriot, Licensing & Committee Assistant (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Policy Board would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor Grady.

Declarations of Interest and Transparency Statements

Councillor Clark declared in interest in item 12 of the agenda, Conference Homologation – Councillors' Guide To Understanding Your Council's Financial Reporting Requirements for the reason that he had attended the Conference and indicated his intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Councillor Ann-Dowling declared in interest in item 12 of the agenda, Conference Homologation – Councillors' Guide To Understanding Your Council's Financial Reporting Requirements for the reason that she had attended the Conference and indicated her intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Valedictory

Prior to the commencement of the meeting, the Convener advised the Board that B Lambert, Corporate Procurement Manager was attending a meeting of the Board for the last time as she had secured an appointment with the Scottish Government. The Convener thanked Ms Lambert for the work she had undertaken and her assistance to the Board members during her time with Renfrewshire Council.

1 Investment Review Board

There was submitted the Minute of the meeting of the Investment Review Board held on 7 June 2023, a copy of which forms Appendix I to this Minute.

DECIDED: That the Minute be noted.

2 Joint Consultative Board (Non-Teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 30 August 2023, a copy of which forms Appendix 2 to this Minute.

DECIDED: That the Minute be approved.

3 Revenue and Capital Monitoring as at 23 June 2023

There was submitted a budget monitoring report by the Director of Finance &

Resources relative to Revenue and Capital budget expenditure up to 23 June 2023 for those services reporting to this Policy Board. Tables 1 and 2 of the report detailed the projected revenue outturn position.

The report indicated a projected revenue overspend of £1.055m (1.1%) against the revised budget for the year and the Capital budget was projected to break-even.

Appendices to the report provided detailed analysis of expenditure, and budget adjustments were listed at paragraphs 4 and 6 of the report.

DECIDED:

(a) That the projected Revenue return position detailed in Table 1 of the report be noted;

(b) That the projected Capital outturn position as detailed in Table 2 of the report be noted; and

(c) That the budget adjustments detailed in sections 4 and 6 of the report be noted.

4 **Revenue and Capital Budget Monitoring Overview Report**

There was submitted an update report by the Director of Finance & Resources relative to an overview of Revenue and Capital Budget expenditure for the Council as at 23 June 2023. Tables 1 and 2 of the report detailed that the projected Revenue outturn position for all services as at 31 March 2024 was an overspend of £5.679m, and the projected Capital outturn position for all services was an underspend of £0.143m, split between General Fund services and the Housing Revenue Account (HRA).

Further analysis was detailed in the Appendices to the report and substantial risks to the budget positions were provided at paragraph 3 of the report.

DECIDED:

(a) That the projected Revenue outturn position detailed in Table 1 of the report be noted, considering that the forecast position was based on best estimates at that point in time;

(b) That the substantial risks to the budget position as outlined in section 3 of the report be noted;

(c) That the projected Capital outturn position detailed in Table 2 of the report be noted; and

(d) That the prudential indicators detailed in section 6 of the report be noted.

5 **Business Services Accounts for Write-off**

There was submitted a report by the Director of Finance & Resources relative to a proposed write-off of Housing Benefit Overpayments, Council Tax, Sundry Debts and Non-Domestic Rates accounts for sums over £10,000 where recovery was no longer

viable. The value of the debt to be written off was £561,102.70.

DECIDED: That the sum of £561,102.70 as detailed in the report, be written off.

6 **Facilities and Property Services Operational Performance Report**

There was submitted an update report by the Director of Environment, Housing & Infrastructure relative to the operational performance of Facilities Management (Hard and Soft Services, including Building Services) and Property Services as delivered by Environment, Housing & Infrastructure since the last meeting of this Policy Board.

DECIDED: That the contents of the report be noted.

7 **Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the performance of key Business Services functions, including revenue collection and benefit administration, for the period ending 28 July 2023.

The report provided an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund. Appendices to the report provided information on revenue collection and key performance indicators.

DECIDED: That the contents of the report be noted.

8 **Customer Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance across key Customer Services functions including Call Centre, Face-to-Face and Digital Support for customers for July 2023.

The report provided an update on the overall contact centre call handling volumes and indicated that Face-to-Face services continued in Renfrewshire House. Details of customer volumes were provided in the report.

The report advised that demand for Digital Services remained high and provided an update on the level of online transactions being completed.

DECIDED: That the contents of the report be noted.

9 **Organisational Development programme and Risk Management review**

There was submitted a report by the Director of Finance & Resources relative to proposals for a leadership development programme which acknowledged the significant change in senior leadership across the council, the impact of the pandemic

on opportunities for professional development, and addressed the themes identified in the Dargavel Primary School External Review.

The report also provided information on specific work underway to review risk management within the context of service-led projects and indicated that a revised corporate risk register would be considered at the meeting of the Audit, Risk and Scrutiny Board to be held on 6 November 2023 .

The report advised that both of these areas were noted as actions which would address two of the recommendations flowing from the external review into the provision of education in Dargavel.

DECIDED:

(a) That the progress to date detailed in this report be noted; and

(b) That it be noted that risk management was a delegated function of the Audit, Risk and Scrutiny Board and specific updates on risk management would be presented to that Board.

10 People Strategy 2021-26 - New and Revised HR/OD Policies - Control of Smoking at Work Policy

There was submitted a report by the Director of Finance & Resources relative to an update on the progress made in terms of the Council's People Strategy and setting the key workforce planning priorities over the next 2 years. These future-focused priorities aligned to five strategic outcomes of the Council Plan 2022-2027.

The purpose of the report was to seek approval from members for the Control of Smoking at Work Policy attached as appendix 1 to the report.

The report advised that consultation had taken place with the Trade Unions and Services

DECIDED:

(a) That the progress made by the Council in the last 24 months be noted:

(b) That it be noted that the next progress report would be submitted on 31 March 2025; and

(c) That the Control of Smoking at Work Policy attached at Appendix 1 be approved.

11 Civic Hospitality

There was submitted a report by the Director of Finance & Resources relative to consideration of requests received by the Provost for civic hospitality from organisations for specific events as detailed within the report.

The report proposed the type and cost of civic hospitality to be provided in respect of

each civic event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements to provide civic hospitality, or in the case of events that had already been arranged, to homologate the action taken by the Head of Corporate Governance, in consultation with the Provost, to provide civic hospitality as detailed below: -

- i) Weaver's Cottage Kilbarchan – 300th Anniversary – £328.25;
- ii) Johnstone & District Bowlers Association – 75th Anniversary celebrations - £1,000
- iii) Jazzle Dazzle – Civic reception to celebrate the groups recent international success in America - £1275;
- iv) Erskine Annual Military Charity – Annual Ball - £700;
- v) Accord Hospice – Charity Ladies Lunch - £400;
- vi) Mod Phaislig 2023 – Reception for the opening ceremony of the Royal National Mod on 13 October in Paisley Town Hall - £3,000;
- vii) Dollywood Foundation – Afternoon Tea in recognition of the Dolly Parton Imagination Library and the achievement of 100,000 books being sent to children across Renfrewshire - £520;
- viii) Provost's Annual Christmas Card Competition – Winner Prize - £300;
- viii) Paisley Town Hall – Opening Ceremony - £2,000; and
- ix) Maggie's Glasgow – 21st Birthday Celebration Fundraiser - £1,000.

The report advised that the budget provision for 2022/23 for Civic Hospitality (including international Links) was £46,460. Should the above be agreed, and taking account of previous decisions, the remaining balance would be approximately £15,700.

DECIDED:

- (a) That the provision of the hospitality as detailed in the report for Jazzle Dazzle Dance School, Mòd Phaislig 2023, the Dollywood Foundation, the Provost's Christmas card competition winners and the Official Opening of Paisley Town Hall be approved;
- (b) That it be agreed that a table of 10 at the Erskine Military Ball, Accord Hospice Ladies Lunch and Maggie's Glasgow be purchased;
- (c) That it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements; and
- (d) That the actions taken by the Head of Corporate Governance in terms of his delegated authority in respect of the 300th anniversary of Weaver's Cottage and the 75th Anniversary of the Johnstone and District Bowlers Association be noted.

Declarations of Interest

Councillors Clark and Ann-Dowling, having declared an interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

12 Request for attendance at Conference

There was submitted a report by the Director of Finance & Resources relative to a request received from two Councillors who expressed a wish in attending a conference "Councillors' Guide to Understanding your Council's Financial Reporting Requirements."

The report advised that the conference had taken place on 24 August 2023 by way of a Webinar, and the Board was requested to homologate the action of the Director of Finance & Resources in making the necessary arrangements for their attendance. The cost of the conference was £175 per person.

DECIDED:

- (a) That it be noted that two Elected Members had expressed a wish to attend;
- (b) That as the Conference took place prior to the date of this meeting, the Director of Finance & Resources had made the necessary arrangements for their attendance; and
- (c) That the action of the Director of Finance & Resources be homologated.

Sederunt

Councillors Clark and Ann-Dowling rejoined the meeting prior to consideration of the following item of business.

13 Public Holidays for Renfrewshire Council Employees 2024

There was submitted a report by the Director of Finance & Resources relative to public holidays and one day of no work requirement for Renfrewshire Council employees in 2024. The proposed holidays followed the pattern set over previous years and were listed in an appendix to the report.

DECIDED: That the public holidays and day of no work requirement for Renfrewshire Council employees for 2024, as detailed in the report, be approved.

14 Contract Award: Refurbishment of Ferguslie Sports Centre (RC-CPU-23-053)

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a Works Contract for Ferguslie Sports Centre Refurbishment to City Gate Construction (Scotland) Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Ferguslie Sport Centre Refurbishment (RC-CPU-23-053) to City Gate Construction (Scotland) Limited;

(b) That the tendered total of £573,984.47 excluding VAT and an additional 10% contingency for any unforeseen works be authorised; and

(c) That it be noted the proposed date of possession was 30 October 2023 and date for completion of the works was 21 April 2024, and that any changes to these dates would be confirmed in the Council's letter of acceptance.

15 Contract Award: Supply and Delivery of a Gully Tanker Vehicle

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a contract for the supply and delivery of a Gully Tanker Vehicle to Whale Tankers Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for the Supply and Delivery of a Gully Tanker Vehicle to Whale Tankers Limited made following a mini-competition under Lot 5 (Bodies for Gully Emptiers) of the Scotland Excel Framework Agreement for the Supply and Delivery of Heavy and Municipal Vehicles (ref: 03/21).

(b) That the total contract value of £197,931 excluding VAT be approved; and

(c) That it be noted that Whale Tankers Limited had confirmed delivery would be made for the vehicle 38 weeks from receipt of a purchase order, and delivery of the vehicle would be made to Fleet Services, Underwood Road, Paisley.

16 Contract Award: Supply and Delivery of 2 High Entry Buses

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a contract for the Supply and Delivery of two High Entry Buses to EVM Direct Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for the Supply and Delivery of 2 High Entry Buses to EVM Direct Limited made following a further competition under Lot 8: Buses and Coaches (over 17 seats) of the Crown Commercial Services Framework Agreement for Purchase of Standard and Specialist Vehicles (RM6244);

(b) That the total contract value of £203,000 excluding VAT be approved; and

(c) That it be noted that EVM Direct Limited had confirmed delivery would be made for both vehicles 24 weeks from receipt of a purchase order, and delivery would be made to Fleet Services, Underwood Road, Paisley.

17 Contract Award: Treatment and Disposal of Paint & Paint Tins (RC-CPU-23-068)

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a service contract for Treatment and Disposal of Paint & Paint Tins to Clearwater D C 2001 Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for Treatment and Disposal of Paint & Paint Tins (RC-CPU-23-068) to Clearwater D C 2001 Limited made following a mini competition under Lot 16 Treatment and Disposal of Special Waste of the Scotland Excel Recyclable & Residual Waste Dynamic Purchasing System (schedule 27/17);

(b) That it be noted that the Contract was for the initial period of one year commencing 16 October 2023 until 15 October 2024 with the Council having the sole right to extend this Contract on two separate occasions for up to one year until 15 October 2026. In the event the Contract did not commence on 16 October 2023 the period of contract would run from the date of commencement as stated within the letter of acceptance; and

(c) That the total Contract value of up to £360,000 excluding VAT be approved.

18 Notification of Contract Authorised for Award under Clause 9.1(j) of Standing Orders Related to Contracts 2023

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to a contract for the renovation of Park Tennis Courts authorised for award by the Head of Service for Operations and Service Development under clause 9.1j of Council Standing Orders relating to Contracts. The contract was awarded to Sportex Group Limited on 27 July 2023. Section 3 of the report provided specific detail on the contract.

DECIDED:

(a) That the information provided in section 3 of the report which detailed the contract authorised for award by the Head of Service for Operations and Service Development in accordance with clause 9.1 j) of Council Standing Orders Relating to Contracts June 2023 be noted; and

(b) That it be noted that the contribution from the total grant awarded to the Council

was £293,700.75 excluding VAT with Environment, Housing and Infrastructure providing a contribution towards the renovation project of £38,145.65 excluding VAT and that the approved spend under the contract was £331,846.40 excluding VAT.

19 **Traffic Signals Planned and Unplanned Inspection and Maintenance**

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a contract for Traffic Signals Planned and Unplanned Inspection and Maintenance to Swarco UK & Ireland Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Contract for Traffic Signals Planned and Unplanned Inspection and Maintenance, reference RC-CPU-22-342, to Swarco UK & Ireland Ltd;

(b) That it be noted that the intended starting date was 1 November 2023 with the service period being 24 months from the starting date with the Council having the option, at its sole discretion, to extend the service period on two occasions for a period of up to 12 months on each occasion. The starting date would be confirmed in the Council's letter of acceptance; and

(c) That it be noted that the cumulative spend under the Contract would be up to a maximum value of £3,000,000 excluding VAT.

20 **Contract Authorisation Report: Drainage Maintenance Works for Council Properties (RC-CPU-22-248)**

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a works contract for Drainage Maintenance Works for Council Properties to DAMM Environmental Limited.

DECIDED:

(a) That the Head of Corporate Government be authorised to award a Contract for Drainage Maintenance Works for Council Properties (RC-CPU-22-248) to DAMM Environmental Limited;

(b) That a contract period of 36 months be approved with the Council having the sole option to extend for up to 12 months on two separate occasions to a total contract period of five years. The proposed commencement date was 5 October 2023, with the actual date confirmed in the Council's letter of acceptance;

(c) That a Contract value of up to £750,000.00 excluding VAT be approved for the Contract period (initial and both extension periods). Any Orders to carry out works would be raised by the Council as and when required; and

(d) That it be noted that the award of the Contract required the provision of a Data

Processor Agreement as indicated within the tender documentation.

21 **Contract Authorisation Report: Managed Print Service (RC-CPU-23-059)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for a Managed Print Service to Canon (UK) Limited following a procurement exercise conducted as a further competition in accordance with Scottish Procurement's Managed Print Solutions Framework Agreement SP-21-046 and the Council's Standing Orders relating to Contracts for an above Threshold Services contract.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Contract for a Managed Print Service to Canon (UK) Limited following a further competition exercise under Scottish Procurement's Managed Print Solutions Framework Agreement SP-21-046;

(b) That it be noted that the Call-off Contract would be for an initial period of four years from the Call-off commencement date and would include an optional extension period of up to two additional one-year periods. The Call-off commencement date would be 1 January 2024; and

(c) That it be noted that the Contract value for the initial four-year period would not exceed £1,237,455.90 excluding VAT. Where the first optional extension period was utilised, the additional value for that period would not exceed £260,857.93 excluding VAT and where the second optional extension period was utilised, the additional value for that period would not exceed £261,935.93. Where both extension periods were utilised by the Council, the total Contract value would be £1,760,249.76 excluding VAT.

22 **School Based Counselling Service**

There was submitted a joint report by the Director of Finance & Resources and the Chief Education Officer relative the award of a school-base counselling service to Place2Be.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Contract for School Based Counselling to Place2Be;

;

(b) That it be noted that the commencement date of the contract was anticipated to be the 31 October 2023 for 32 months until 30 June 2026; the actual dates for the contract would be confirmed in the Council's letter of acceptance;

(c) That it be noted that the contract value would be to a maximum of £343,300

(£10,728 per month) excluding VAT for the 32-month contract period.

23 **Annual Procurement Report for the period 1 April 2022 to 31 March 2023**

There was submitted a report by the Director of Finance & Resources relative to the Annual Procurement Report for the period 1 April 2022 to 31 March 2023.

The report advised that Section 18 of the Procurement Reform (Scotland) Act 2014 required that any contracting authority which was required to prepare or revise a procurement strategy in relation to a financial year must prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of that financial year. The minimum requirements were detailed in section 1.2 of the report.

The Annual Report attached in Appendix 1 provided an update on key indicators set in the Corporate Procurement Strategy for the period April 2020- 2023.

DECIDED: That the content of the Annual report for Financial Year 2022/23 be noted.

Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 07 June 2023	11:00	Remotely via MS Teams,

Present: Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor Iain Nicolson, Councillor John Shaw

Present

C McCourt, Head of Finance & Business Services; G Borland, Finance Manager, J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

Also in Attendance

D Watson, Investment Research Associate, Hymans Robertson LLP; and C Joiner, Senior Portfolio Manager, abrdn Capital Limited.

Apology

Councillor D McGonigle.

Recording of Meeting

Prior to the commencement of the meeting, the Convener intimated that this meeting of the Policy Board would be recorded and that the recording would be available to watch on the Council's website.

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 **Minute of Previous Meeting**

There was submitted the Minute of the meeting of the Investment Review Board, held on 16 November 2022. It was advised that G Borland's title was incorrect in the sederunt, as his title is Finance Manager rather than Principal Accountant.

DECIDED: That the Minute be approved subject to the amendment.

2 **Paisley and Renfrew Common Good Funds six-month report to 31 March 2023**

There was submitted a report by the Director of Finance and Resources together with a presentation by D Watson from Hymans Robertson LLP, relative to the Paisley and Renfrew Common Good Funds, a review of investment income and the key issues pertaining thereto. C Joiner, Charities Portfolio Manager (Scotland) abrdn (formerly Aberdeen Standard Capital Limited) also provided a presentation relative to the Paisley and Renfrew Common Good fund investments performance.

The presentations referred to a review of the Investment Managers' performance for the six months to 31 March 2023; an update of markets; and the current economic climate, valuation and performance of the funds; asset allocation; and an explanation of performance calculations detailed in appendix 4 to the presentation.

DECIDED: That the report and presentations be noted.

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 30 August 2023	15:00	Via Teams Platform,

Present: Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

Representing Trades Unions

J Boylan, S Hicks and M McIntyre (all UNISON), A Canning and K Muat (both GMB) and G Cochrane (UNITE).

In Attendance

L Kiliscaslan, Operations Manager (Care at Home) RSCP; M Boyd, Head of People & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, D Pole, J Skinner, J McLean and L Sandell, all End User Technicians, C MacDonald, Senior Committee Services Officer and J Barron, Committee Services Officer (all Finance & Resources).

Appointment of Chairperson

In accordance with the terms of the constitution of the Joint Consultative Board (Non-Teaching), which stated that the Chair of the Board should alternate between The management-side and the trade unions it was proposed and agreed that John Boylan chair this meeting of the JCB (Non-Teaching).

DECIDED: That John Boylan chair the meeting.

Recording of Meeting

Prior to the commencement of the meeting the Chair intimated that this meeting would be filmed for live or subsequent broadcast on the Council's internet site

Apology

M Ferguson, UNISON.

Transparency Statements

Councillor Gilmour indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of Unite the Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 1, 2, 3 and 4 of the agenda by reason of her membership of UNISON. However, she indicated that she had applied the objective test and did not consider she had an interest and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Mullin indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of the GMB Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 **Developments in Health, Safety and Wellbeing**

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues since the previous meeting of the Joint Consultative Board (Non-Teaching), held on 24 May 2023.

DECIDED: That the report be noted.

2 **Details of Grievances**

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages and indicated that there were a total of nine grievances as at August 2023, an increase of three cases since the last meeting of this Board.

DECIDED: That the report be noted.

3 **Agency Workers**

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at 1 July 2023 and detailing the capacity and Services in which they were engaged. The report advised that as at 1 July 2023, 350 agency workers were employed across all Council Services, an increase of 32 agency workers since May 2023. Renfrewshire Health & Social Care Partnership employed 286 of those agency workers.

The HR Manager responded to questions regarding numbers of agency workers.

DECIDED: That the report be noted.

4 **Absence Statistics - Annual report 22/23 and Quarter 1 of 23/24**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 April 2022 to 31 March 2023 and quarter 1, 1 April to 30 June 2023. The report provided information in relation to absence targets and how Services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included within the report. Information was also provided on supporting attendance activity levels by Service and the overall number of days lost. The absence statistics were broken down by service and category of staff, reasons for absence and progress made by services in relation to their supporting attendance action plans.

DECIDED: That the report on absence statistics for the period 1 April 2022 to 31 March 2023 and the first quarter of 2023/24 be noted.

5 **Departmental Reviews across Renfrewshire**

The UNISON representatives requested that information and documents be made available to the trade unions regarding staffing reviews and changes to staffing structures within the Council timeously.

The HR Manager confirmed there was a commitment from Services and HR to keep unions up-to-date with information and advise of any changes at the earliest point.

DECIDED: That arrangements continue to include regular updates regarding staffing reviews within Services and changes to staffing structures proposed as part of the Right for Renfrewshire initiative as a standing item on the agenda of future Joint Trade Union Liaison meetings.

6 Home Care Worker Facilities

The UNISON representatives expressed concern in relation to the lack of facilities made available to the home care workers within Family and Wellbeing Services.

The Operations Manager (Home Care) confirmed there was a commitment from Services to provide facilities for staff. It was noted that 15 sites were available throughout the Renfrewshire area and work was ongoing with Soft FM to provide three further sites in rural areas.

DECIDED: That arrangements continue to be made at the three further sites for them to be made available to staff, bringing the total number of facilities to 18 in the Renfrewshire area.

7 Date of Next Meeting

DECIDED: That it be noted that the next meeting of the JCB (Non-Teaching) would be held at 3pm on 8 November 2023.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 20 September 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Neill Graham, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Chief Executive; G McNeil, Director of Environment, Housing & Infrastructure; J Calder, Head of Service (Early Years & Broad General Education) and J Trainer, Head of Childcare & Criminal Justice (both Children's Services); A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications and P Moss, Planning & Insight Manager (all Chief Executive's); M Boyd, Head of People & OD, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, D Low, Democratic Services Manager and R Devine, Senior Committee Services Officer (all Finance & Resources); and K O'Byrne, Head of Health & Social Care (Paisley)(Renfrewshire Health & Social Care Partnership).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor G Graham.

Declarations of Interest and Transparency Statements

Councillor Clark indicated that he had a connection to item 3 by reason of his son being Chief Executive of Active Communities, a group that had received a grant from the Community Food Fund. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Ann-Dowling indicated that she had a connection to item 3 by reason of her being the Chair of Renfrewshire Citizens Advice Bureau which had provided the School Support Service. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor McMillian indicated that he had a connection to item 3 by reason of his membership of the Board of Thorn Athletic, a group that had received a Summer of Fun grant. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor N Graham indicated that he had a connection to item 3 by reason of him being a volunteer with Barnardos. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Paterson indicated that he had a connection to item 3 by reason of him being a Council-appointed representative to Renfrewshire Citizens Advice Bureau and also for the reason of his children participating in the Summer of Fun programme at Knockhill Park, Renfrew. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Campbell declared an interest in item 3 by reason of her involvement with Erskine Arts, a potential recipient of funding through the Winter Connections Programme and indicated her intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Councillor Campbell indicated that she had a connection to item 5 by reason of her being employed by NHS Greater Glasgow & Clyde. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

1 Revenue and Capital Budget Monitoring Report

There was submitted a joint budget monitoring report by the Chief Executive, Director of Finance & Resources and Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to revenue and capital budget monitoring as at 23 June 2023.

The report intimated that the projected revenue and capital outturn at 23 June 2023 for those services reporting to this Board was an underspend of £0.008 million and a breakeven position respectively.

DECIDED:

- (a) That the projected revenue outturn position detailed in Table 1 of the report be noted;
- (b) That the projected capital outturn position detailed in Table 2 of the report be noted; and
- (c) That the budget adjustments detailed at sections 4 and 6 of the report be noted.

2 **Fairer Renfrewshire Sub-committee**

There was submitted the Minute of the meeting of the Fairer Renfrewshire Sub-committee held on 6 September 2023 which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

Sederunt

Councillor Campbell, having declared an interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

3 **Fairer Renfrewshire Update**

There was submitted an update report by the Chief Executive relative to work being undertaken by the Council and its partners to progress the Fairer Renfrewshire Programme.

The report provided a summary of the key headline issues relating to the cost of living crisis locally and set out specific updates relative to the launch of the enhanced schools advice and family advice models; the summer holiday activity and food programme; the launch of the next phase of the Winter Connections Programme; applications received in relation to the relaunched Community Food Fund in August 2023 and development of the Fair Food Partnership; and the Alcohol and Drugs Change programme element of Fairer Renfrewshire.

DECIDED:

- (a) That the content of the report and the work being undertaken to progress the Fairer Renfrewshire programme be noted;
- (b) That the award of £25,000 of funding from the Community Food Fund, in line with the officer panel recommendations and information detailed in Appendix 1, be approved;

(c) That the update provided on the summer holiday activity and food programme be noted and that the allocation of additional grant funding as detailed in Appendix 2 be homologated;

(d) That the guidance for the Winter Connections 2023/24 programme and associated implementation arrangements as detailed in section 7 and Appendix 3 approved;

(e) That the allocation of £164,745 from the Alcohol and Drugs Change Programme budget to extend the delivery of projects within the Programme, as detailed in Section 8, be agreed: and

(f) That it be agreed that £10,000 of funding from the Recovery Change Fund budget be redirected to supplement the Winter Connections Programme, as detailed in Section 8 of the report.

Sederunt

Councillor Campbell rejoined the meeting prior to consideration of the following item of business.

4 Community Planning - Six-monthly Update

There was submitted an update report by the Chief Executive relative to an overview of recent activity undertaken by the Community Planning Partnership in Renfrewshire.

The report provided updates on the general programmes of work being progressed across the partnership including the development of a draft Community Plan performance framework against which progress in the second half of the 2017/27 Plan could be measured; the Local Partnership consultation and engagement programme; and the national inquiry by Local Government, Housing and Planning Committee to consider the impact of Part 2 of the Community Empowerment Act (2015) on community planning and how Community Planning Partnerships could respond to significant events such as the Covid-19 pandemic and the current cost-of-living crisis.

DECIDED: That the report be noted.

5 Adult Social Care: Six-monthly Update

There was submitted a report by the Chief Officer, Renfrewshire Health and Social Care Partnership, relative to the key activities undertaken during 2022/23 in terms of the Adult Social Work Services delegated to Renfrewshire Integration Joint Board (IJB) and managed through the Health and Social Care Partnership.

The report set out the list of functions that must be delegated by the Local Authority to the IJB as set out in the Public Bodies (Joint Working) (Prescribed Local Authority Functions, etc) (Scotland) Regulations 2014, and as noted in Annex 2, part 1 of Renfrewshire's Integration Scheme. Whilst regular reporting in relation to these services was provided to the Integration Joint Board, it was previously agreed that regular updates would also be presented to the Leadership Board. This ensured oversight of the key activities and wider context relating to the delivery of these

services.

The report, together with a scorecard, provided an overview of activity and performance using the most up to date information available.

DECIDED:

(a) That the contents of the report, updating activity and performance of adult social work services delegated to the IJB, be noted;

(b) That it be noted that a revised suite of adult social care performance indicators would be submitted to a future meeting of this Board for approval; and

(c) That it be noted that the next six-monthly update report for April to September 2023 would be presented to the Leadership Board in February 2024.

6 **Migration and Asylum Update**

There was submitted an update report by the Chief Executive relative to a range of issues which were being monitored by partners, including support for people who had settled in Renfrewshire across communities and the potential future impact on housing and health and social care.

DECIDED: That the report be noted.

7 **Sustainable Communities Fund**

There was submitted an update report by the Chief Executive relative to the Sustainable Communities Fund.

The report advised that the remaining monies from the Community Empowerment Fund and Climate Change Action Fund had been combined to create a single, easy-to-access Sustainable Communities Fund and that available funding had been boosted by an allocation of £650,000 from the UK Shared Prosperity Fund, giving total overall funding of £1.596 million (£1.122 million capital and £0.474 million revenue).

The report intimated that the new Sustainable Communities Fund aimed to improve the lives of local people and build resilient communities through sustainable activities developed and valued by local people, helping to build community pride and cohesion. A guide to the grant funding available through the Sustainable Communities Fund was appended to the report.

DECIDED:

(a) That the guidance attached at Appendix 1 be approved;

(b) That recommendations in relation to the award of funding be submitted to the Communities and Housing Policy Board;

(c) That the allocation of £0.100 million of the £1.596 million total funding available to be utilised to support the costs of fund administration, application development and

community development activities which would be required to maximise the value of this funding pot in line with similar arrangements for this type of project be approved; and

(d) That it be noted that regular updates would be provided to the Communities and Housing Policy Board on the implementation of the funding and all projects.

8 **Consultation on the Visitor Levy (Scotland) Bill**

There was submitted an update report by the Chief Executive relative to the Council's draft response to the Scottish Government's consultation on the Visitor Levy (Scotland) Bill. The consultation had closed on 1 September 2023 and the Council's draft response, which had been submitted to meet the deadline for responses, was attached as Appendix 1 to the report.

The report advised that Round 13 of the Culture, Heritage and Events Fund (CHEF) and Round 4 of the Cultural Organisational Development Fund (CODF), funded through Future Paisley, had been launched at the end of June 2023. The report outlined changes to CHEF Round 13 criteria and sought delegated authority to administer the funds.

DECIDED:

(a) That the consultation response as attached at Appendix 1 to the report be approved; and

(b) That the formal submission of this response by the Director of Finance & Resources to meet the closing date of 1 September 2023 be homologated.

Minute of Meeting Fairer Renfrewshire Sub-committee

Date	Time	Venue
Wednesday, 06 September 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Graeme Clark, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain Nicolson

Chair

In the absence of the Convener, Councillor Clark, Depute Convener, chaired the meeting.

In Attendance

L McIntyre, Head of Policy & Partnerships, R Cooper, Economic Development Manager and D Dunn, Social Renewal Lead Officer (all Chief Executive's); and D Low, Democratic Services Manager, D Cunningham, Committee Services & Licensing Officer and C Lamb and S Kerr, both Licensing and Committee Assistants (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Depute Convener intimated that this meeting of the Sub-committee would be filmed for live or subsequent broadcast via the Council's internet site.

Apology

Councillor J Cameron.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

1 **Cost-of-living Update**

There was submitted a report by the Chief Executive relative to a number of recent developments in the cost-of-living crisis.

The report highlighted a number of key themes including the falling rate of both general inflation and food inflation although both rates remained high; the increase in Bank of England interest rates to 5.25% and the impact of this upon various sectors; and the reduction in the Energy Price Cap.

The report intimated that the Trussell Trust had published its 'Hunger in Scotland' report and Fair4All Finance published their 'As one door closes' report on illegal money lending in June and that the Joseph Rowntree Foundation updated their 'Poverty in Scotland' survey for spring 2023 in May. These reports offered evidence relative to the cost-of-living crisis for those with low incomes in Scotland.

DECIDED: That the report be noted.

2 **Fairer Renfrewshire Programme**

There was submitted a report by the Chief Executive relative to key projects being progressed through the Fairer Renfrewshire programme, highlighting key priorities which would be the focus of activity between September and December 2023.

The report provided an update on ongoing projects which was set out in Section 4 of the report, highlighting the work of advice services in Renfrewshire; progress on the Fair Food Renfrewshire Programme; the availability of further funding within the Community Food Fund; and the approval of the Local Child Poverty Action Report by the meeting of the Leadership Board held on 14 June 2023.

The key activities highlighted in the report included progressing a 'deep dive' data exercise around child poverty as a Community Planning Partnership, focussing on the six priority family groups; developing the Fair Food Renfrewshire partnership, using the Sustainable Food Places toolkit and hosting a meeting of the recently established steering group; continuing the evaluation of projects within Tackling Poverty Programme and exploring future options with services around required priorities going forward; launching this year's Winter Connections programme; and the development of the poverty and participation test of change, working alongside the newly established lived experience panel to develop recommendations and the shape of future work.

DECIDED: That the report be noted.

3 **Summer Holiday Activity and Food Programme**

The Strategic Partnership and Inequalities Manager gave a presentation on the summer holiday activity and food programme. She provided background to the establishment of the programme; detailed the feedback received from the Fairer Renfrewshire Panel; highlighted the principles underpinning the 2023 summer

programme together with the engagement and participation levels of the 2023 programme; detailed the 17 projects funded through the £55,000 Summer of Fun grants programme; and highlighted the input from Future Paisley.

DECIDED: That the presentation be noted.