

## Minute of Meeting Council

Date	Time	Venue
Thursday, 24 September 2020	09:30	Teams meeting,

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

### In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing and Communications, A Morrison, Head of Regeneration, B Walker, City Deal Project Director and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); G McKinlay, Head of Schools, J Trainer, Head of Child Care & Criminal Justice and Chief Social Work Officer (both Children's Services); O Reid, Head of Communities & Public Protection, (Communities, Housing & Planning Services); D Gillies, Head of Facilities Management, G Hutton, Head of Operations & Infrastructure (both Environment & Infrastructure); K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, F Naylor, Head of Finance & Corporate Services, A MacArthur, Head of Finance, L Neary, Head of OD & Transformation, C Doogan, Energy Team Leader, G Dickie, Partnering & Commissioning Manager, S Milligan, Service Desk/Remote Support Team Leader, S Murphy, Performance & Assets Officer, M Conaghan, Legal & Democratic Services Manager and L Belshaw and D Low, both Democratic Services Managers and C MacDonald and T Slater, both Senior Committee Services Officer (all Finance & Resources); D Leese,

Chief Officer and S Strachan, Acting Head of Health & Social Care (Paisley) (both Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

## **Intimation**

Prior to the commencement of the meeting the Provost referred to the procedural rules for the operation of the meeting of the Council by Teams which had already been issued to members. Members confirmed that they were happy with the rules for the operation of the meeting,

The Provost highlighted the impact, both nationally and locally, of the Covid19 pandemic and made specific reference to the lives that had been lost, changes to the way people lived, local acts of kindness and the responses provided by the Council, partner organisations and members of the community. The opportunity was taken to extend condolences, on behalf of the Council, to all those who had lost a loved one as a result of the virus. Appreciation was also expressed to various Council services, partner organisations and members of the community for the support provided to those in need and the resilience displayed in the face of adversity.

## **Recording of Meeting**

Prior to the commencement of the meeting the Provost intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

## **Declarations of Interest**

Councillor Burns declared a financial interest in Item 21 on the agenda as he worked for another local authority Health & Social Care Partnership and indicated that it was his intention to not to take part in the discussion and voting thereon.

Councillor Andy Doig declared a financial interest in item 21 (Notice of Motion 11) of the agenda as he worked within the Social Care Sector and indicated that it was his intention to not take part in the discussion and voting thereon.

Councillor Audrey Doig declared a financial interest in item 21 (Notice of Motion 11) of the agenda as her spouse worked within the Social Care Sector and indicated that it was her intention to not take part in the discussion and voting thereon.

Councillor McCulloch declared a financial interest in item 21 (Notice of Motion 11) of the agenda as his spouse worked within the Social Care Sector and indicated that it was his intention to not take part in the discussion and voting thereon.

Councillor Rodden declared a financial interest in item 21 (Notice of Motion 11) of the agenda as she worked within the Social Care Sector and indicated that it was her intention to not take part in the discussion and voting thereon.

Councillor Shaw declared a financial interest in item 21 (Notice of Motion 11) of the agenda as his spouse worked within the Social Care Sector and indicated that it was his

intention to leave the meeting and not take part in the discussion and voting thereon.

Provost Cameron declared a non-financial interest in respect of item 21 (Notice of Motion 11) as she had a family member who worked within the Social Care Sector and indicated that it was her intention to take part in the discussion and voting thereon.

Councillor Campbell declared a non-financial interest in Item 21 (Notice of Motion 11) on the agenda as she was an employee with NHS Greater Glasgow & Clyde but not in the Council's area and intimated that it was her intention to take part in the discussion and voting thereon.

Councillor Davidson declared a non-financial interest in respect of item 21 (Notice of Motion 11) as she had a family member who worked within the Social Care Sector and indicated that it was her intention to take part in the discussion and voting thereon.

Councillor Dowling declared a non-financial interest in Item 22 (Notice of Motion 12) as she was a foster carer to a care-experienced young person and indicated that it was her intention to take part in the discussion and voting thereon.

Councillor Hughes declared a non-financial interest in respect of item 21 (Notice of Motion 11) as she had a family member who worked within the Social Care Sector and indicated that it was her intention to take part in the discussion and voting thereon.

Councillor Nicolson declared a non-financial interest in respect of item 21 (Notice of Motion 11) as he had a family member who worked within the Social Care Sector and indicated that it was his intention to take part in the discussion and voting thereon.

Councillor Paterson declared a non-financial interest in respect of item 21 (Notice of Motion 11) as he had family members who worked within the Social Care Sector and indicated that it was his intention not to take part in the discussion and voting thereon.

Councillor Sharkey declared a non-financial interest in respect of item 21 (Notice of Motion 11) as he had a family member who worked within the Social Care Sector and indicated that it was his intention to take part in the discussion and voting thereon.

## **1 Minutes of Meetings of Council, Boards and Panels (attached separately)**

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

Emergencies Board, 19 June 2020

Council, 25 June 2020

Placing Requests and Exclusions Appeals Panel, 29 June 2020

Placing Requests and Exclusions Appeals Panel, 1 July 2020

Placing Requests and Exclusions Appeals Panel, 3 July 2020

Emergencies Board, 3 July 2020

Placing Requests and Exclusions Appeals Panel, 6 July 2020

Emergencies Board, 17 July 2020

Communities, Housing and Planning Policy Board, 18 August 2020

Regulatory Functions Board, 19 August 2020  
 Education and Children's Services Policy Board, 20 August 2020,  
 Audit, Risk and Scrutiny Board, 24 August 2020  
 Infrastructure, Land and Environment Policy Board, 26 August 2020  
 Personnel Appeals and Applied Conditions of Service Appeals Panel, 27 August 2020  
 Regulatory Functions Board, 27 August 2020  
 Placing Requests and Exclusions Appeals Panel, 1 September 2020  
 Finance, Resources and Customer Services Policy Board, 2 September 2020  
 Regulatory Functions Board, 3 September 2020  
 Emergencies Board, 4 September 2020  
 Local Review Body, 8 September 2020  
 Leadership Board, 16 September 2020  
 Regulatory Functions Board, 17 September 2020  
 Emergencies Board, 18 September 2020  
 Audit, Risk and Scrutiny Board, 21 September 2020

### **DECIDED:**

- (a) That the Minutes of the meetings of the Council, Boards and Panels held between 25 June and 21 September 2020, including the Minute of the Emergencies Board held on 18 September 2020, be approved; and
- (b) That the Minutes of the meetings of the Emergencies Board held between 19 June and 4 September 2020 be noted.

## **2 Financial Outlook 2021-2023**

There was submitted a report by the Director of Finance & Resources relative to an update to the financial outlook previously outlined to Council on 26 September 2019, and the updated financial position as presented to Council on 9 March 2020. The report took account of the updated impact of the Covid19 emergency during 2020/21 and the recommended key responses in regard to adjusting the Council's medium-term financial strategy arrangements.

The report advised that the Council faced significant financial disruption as a consequence of the Covid19 pandemic and associated emergency response. It had been reported previously that the financial impact of Covid19 on the Council was extremely fluid and subject to rapid change in line with decisions being taken by national governments in response to the developing management of the emergency response across the UK.

Prior to the summer period, and based on the potential full year cost exposure to the Council and the funding announcements made by the Scottish Government, it was recognised that given the possible scale of the net financial impact the Council might be required to manage, that the full deployment of the Council's £6.5 million of unallocated reserves might not be sufficient to address even the immediate financial challenge in 2020/21. It had also been recognised that assessing the financial impact of Covid19 on the Council would be a fast moving and complex process, with limited clarity and significant uncertainty linked to both future costs and funding over the course of 2020/21 and that the Council would require to review its financial strategy to reflect this material change in the Council's strategic and operational context. It was noted that although the initial focus of this work was securing immediate financial and service stability in 2020/21, there was also an urgent requirement to adjust the financial strategy

to provide increased flexibility and maneuverability to support the Council to manage the ongoing impact that Covid19 might have beyond the initial emergency period. The underlying objective in this regard was to ensure the Council's financial strategy was more appropriately positioned to respond to an increasing number of significant risks, uncertainties and new demands arising from Covid19. It was further recognised that Covid19 had significantly disrupted the Council's strategic management of the medium-term financial challenge that was already forecast prior to the emergence of Covid19.

The report highlighted the response to the material changes in key areas of strategic influence and advised that over the Council's medium term outlook through to 2023, the financial strategy required to be repositioned to ensure the Council was better placed to manage the increased downside risk that now existed. It was anticipated that over the course of 2020/21, the Council would be required to fully deploy its unallocated reserves. It was critical that the Council planned to replenish the reserves over the short term in order to restore immediate financial resilience and therefore this would add to the medium-term financial pressures the Council would require to address.

### **DECIDED:**

#### **(a) That for the General Fund revenue account**

(i) the update regarding the Council's current financial position and update in respect to the assessment of the net impact of the Covid19 emergency and further funding announcements made by the Scottish Government over the course of 2020/21 be noted;

(ii) the updated financial outlook over the medium-term and the significantly heightened risk outlook for the Council over this period, and the ongoing expectation of the Council being required to continue to plan for further significant budget gaps in the period through to 2023 be noted;

(iii) that it be noted that the Right for Renfrewshire transformation programme was being remobilised and would continue to progress the existing plan of supporting the delivery of £25 million in savings over the period through to 2023, although it was acknowledged the timing was subject to greater risk as a consequence of the Covid19 disruption to date and moving forward;

(iv) the adjustments to the current financial strategy as outlined in section 3.15 of the report and the planned approach for utilising funding flexibilities that were agreed nationally through ongoing negotiations with the Scottish Government be agreed;

(v) the replenishment of unallocated reserves moving into 2021/22 as outlined in the report be agreed and that further application of financial flexibilities moving forward would be outlined for members in future financial updates, recognising the significant uncertainty and risk the Council's general fund might experience over the period through to 2023.

#### **(b) That for the General Fund capital investment programme**

(i) the updated assessment and the ongoing work being progressed by officers to pro-actively engage with the Council's full suite of contractors in regard to the ongoing impact of Covid19 be noted;

(ii) that it be noted that it was anticipated that it would take towards the end of the year

before a clearer assessment of the financial impact might be more clearly understood;

(iv) that the recommendation outlined in section 4 of the report be agreed and that in the interim, a review be undertaken by officers of the existing capital programme and associated recommendations be brought forward for members' consideration as part of future financial updates.

(c) That for the Housing Revenue Account (HRA)

(i) the updated assessment of the impact of Covid19 on the HRA and the proposed use of balances in 2020/21 to absorb this negative financial impact be noted;

(ii) the assessment that moving forward the reduced level of unallocated balances for the HRA were assessed as sufficient in the context of the revised risk profile be noted;

(iii) that it be noted that the HRA long term 30 year business case would continue to be reassessed and updated over the course of this year as matters in relation to Covid19 in particular progressed; and

(iv) that it be noted that the latest update confirmed that significant additional capital investment capacity over the medium to longer term continued to be expected to emerge and that proposals on the deployment of this investment to existing stock and new build projects would be brought back to the December 2020 Council meeting.

### **3 Impact of COVID-19 on Renfrewshire's Communities**

Under reference to Item 3 of the Minute of the meeting of the Council held on 25 June 2020 there was submitted an update report by the Chief Executive relative to how the Council would move forward from the initial phase of responding to the Covid19 crisis and develop more detailed plans to support economic and social recovery across Renfrewshire's communities.

The report advised that in terms of recovery and renewal across communities, services had been working with partners to better understand the impact that the virus had had to date. Some of the initial data in terms of unemployment and poverty was stark, and there was ongoing concern that levels would increase as businesses made further redundancies or as the furlough scheme wound down. In Renfrewshire, the impact of Covid19 was likely to have exacerbated existing inequalities which had made them much less resilient and able to cope with social isolation or loss of income; whereas for many others the pandemic had impacted their income, employment, housing or health and wellbeing in a new way or for the first time.

The report advised that prior to the pandemic, the Council had demonstrated commitment and ambition in working with partners to tackle these inequalities and to focus on the wellbeing of local people and communities and the strength of this partnership working was a crucial part of the pandemic response in Renfrewshire.

Partners had agreed to undertake a Community Impact Assessment which would continue for a period of at least 12 months. It was anticipated that the first phase would be completed by December 2020 and the information gathered could be used to produce an outline Social Renewal Plan for Renfrewshire. It was anticipated that the plan would set out how partners would use the learning from the pandemic to tackle inequality and wellbeing issues through a more equal relationship between partners and

communities. Partners had however identified a range of immediate priorities that they were taking forward currently, and Section 5 of the report provided an overview of these initial priority areas and associated actions which had been identified were now being progressed.

The report noted that regular updates on the programme of work would continue to be provided to members, and information in relation to local community engagement and listening events would be shared as this became available.

**DECIDED:**

(a) That the approach being undertaken by the Council and partners to support local people and communities impacted by the ongoing pandemic be noted; and

(b) That it be noted that the initial priority areas and associated actions which had been identified were now being progressed.

#### **4 Renfrewshire Economic Update – September 2020**

There was submitted a report by the Chief Executive relative to the recently published Scottish Programme for Government (PfG) and what this could mean for Renfrewshire. It also outlined the proposed direction of travel towards an Economic Recovery Plan for Renfrewshire which would be submitted to Council in December 2020.

The report outlined the immediate priorities for Renfrewshire; summarised the position in relation to capital investment; highlighted Renfrewshire's Economic Recovery Plan; and reviewed national and local economic impacts.

**DECIDED:**

(a) That the content of the Economic Update be noted;

(b) That the continued commitment to the actions and interventions listed in section 3 of the report be agreed;

(c) That it be agreed that officers work alongside Renfrewshire's Economic Leadership Panel to develop and agree a two-year Economic Recovery Plan which would be brought back to a future Council meeting for approval; and

(d) That it be agreed that such a Recovery Plan could provide the basis for commencing dialogue with the Scottish Government on a specific case for supporting a Renfrewshire economic recovery.

#### **5 Update on Audited Annual Accounts 2019/20**

Under reference to Item 6 of the Minute of the meeting of the Council held on 25 June 2020 there was submitted a report by the Director of Finance & Resources relative to an update on the audited Annual Accounts 2019/20.

The report advised that the Council's unaudited Annual Accounts for 2019/20 had been presented to the meeting of the Council held on 25 June 2020 and submitted for audit by the statutory deadline of 30 June 2020. The June report to Council highlighted that

flexibility in terms of the timescales for approval of the audited annual accounts had been provided under the Coronavirus (Scotland) Act 2020 due to the ongoing Coronavirus pandemic.

Scottish Ministers had indicated their expectation that the audited annual accounts be published by 30 November 2020 and it was anticipated by the appointed auditors, Audit Scotland, that this would be achieved.

The report indicated that under the Council's Delegated Functions the audited accounts were normally presented to the Audit, Risk & Scrutiny Board prior to being presented to Council. In order to allow the Council to comply with the revised dates permissible under Finance Circular 10/2020, it was proposed that the meeting of the Audit, Risk & Scrutiny Board to be held on 2 November 2020 be rescheduled to 23 November 2020 in order to allow sufficient time for completion of the audit process. Thereafter, it was proposed that a special meeting of the Council be called on an appropriate date, but no later than 30 November 2020, for the purpose of approving the audited accounts. It was proposed that, in the event the audit process was not complete within the timescales outlined that the audited accounts would be presented for approval to the Council meeting to be held on 17 December 2020.

### **DECIDED:**

(a) That the revised deadline for the Council to approve and publish its audited accounts be noted, and the arrangements being put in place to meet that deadline be agreed;

(b) That it be agreed that the meeting of the Audit, Risk and Scrutiny Board to be held on 2 November 2020 be rescheduled to 23 November 2020; and

(c) That it be noted that a special meeting of the Council would be called on or before 30 November 2020 to approve the audited accounts; or in the event the audited accounts were not available, it be noted that the audited accounts would be submitted to the Council meeting to be held on 17 December 2020.

## **6 Governance Arrangements until 17 December 2020**

Under reference to Item 5 of the Minute of the meeting of the Council held on 25 June 2020 there was submitted a report by the Director of Finance & Resources relative to the arrangements for the next cycle of Board meetings up to and including the next full Council meeting on 17 December 2020. A copy of the timetable was appended to the report.

The report indicated that at the meeting of the Council held on 25 June 2020 the governance arrangements over the summer recess and to cover the cycle of Board meetings up to and including today's meeting were approved, including a temporary change in remit and increase in the membership of the Emergencies Board. The purpose of those arrangements was to provide a decision-making framework for the Council as it continued to respond to the Covid19 pandemic and the phased removal of lockdown restrictions. The report recommended that these same arrangements, which were set out in the report, be used to facilitate the next cycle of Board and Council meetings to take place as efficiently as possible in the current circumstances as well as enabling the Council to continue to respond to any urgent issues arising from the continuing Covid19 pandemic and to address any changes in guidance or legislation



relating to the Covid19 emergency.

The change to the timetable appended to the report, as detailed at item 5 of this Minute relative to the next meeting of the Audit, Risk & Scrutiny Board was noted.

**DECIDED:**

- (a) That the arrangements for the next cycle of Council and Board meetings set out within the report be approved;
- (b) That it be noted that the arrangements for subsequent Board cycles would be the subject of a report to Council on 17 December 2020; and
- (c) That the temporary changes to the membership and remit of the Emergencies Board approved by Council on 25 June 2020 be continued.

## **7 Timetable of Meetings**

There was submitted a report by the Director of Finance & Resources relative to a proposed timetable of meetings of the Council and its Boards covering the period August 2021 to May 2022; a copy of which was appended to the report, to a proposed date for the statutory meeting following the Local Government elections in May 2022 and a proposed change to the date of the Council meeting in May 2021.

The timetable was based on the current governance arrangements and incorporated recess periods at summer, October, Christmas/New Year and spring. Whilst meetings of the Appeals Board and Local Review Body had been included in the timetable the report intimated that there could be occasions when these meetings were not required and would be cancelled in consultation with the respective Convener.

It was highlighted that the meeting of the Council scheduled to be held on 6 May 2021 was on the same day as the Scottish Parliamentary Election. It was proposed that this meeting be rescheduled to 9.30 am on Thursday 13 May 2021. The report further proposed that the statutory meeting of the Council be held on Thursday, 19 May 2022.

**DECIDED:**

- (a) That the timetable of meetings of the Council and its Boards to May 2022, including the dates during which there were to be recesses, as detailed in the appendix to the report, be approved;
- (b) That it be agreed that meetings of the Appeals Panel and Local Review Body, although timetabled, be cancelled if there was no substantive business;
- (c) That the Council meeting scheduled to be held on 6 May 2021 be rescheduled to 9.30 am on Thursday 13 May 2021; and
- (d) That it be agreed that the statutory meeting of the Council be held on Thursday 19 May 2022.

## **8 Annual Report of Chief Social Work Officer**

There was submitted a report by the Chief Social Work Officer relative to the 2019/20 annual report by the Chief Social Work Officer (CSWO). In Renfrewshire this role was held by the Head of Child Care and Criminal Justice.

The report provided an overview of the role of the CSWO, outlined local arrangements for the discharge of the functions of the post, highlighted key areas of activity of the CSWO locally, detailed the issues and challenges encountered during 2019/20 and provided an overview of activities undertaken by social work services together with how the service responded to the Covid19 crisis.

A copy of the annual report by the CSWO was appended to the report. The report intimated that the scope of the CSWO role covered all social work and social care services, whether provided directly by the local authority, or in partnership with others. Where these services were purchased or commissioned from external providers, the CSWO had responsibility to advise on the specification, quality and standards of services commissioned.

### **DECIDED:**

- (a) That the key activities outlined in the CSWO Annual Report be noted; and
- (b) That it be noted that the CSWO Annual Report would be submitted to the Office of the Chief Social Work Advisor at the Scottish Government.

## **9 Annual Report of Community Protection Chief Officers' Group**

There was submitted a report by the Chief Executive relative to the Renfrewshire Community Protection Chief Officers Group Annual Report 2019/20, a copy of which was appended to the report, highlighting the key activities; outlining the benefits of partnership working and providing an overview of the main elements of work delivered by those involved in public protection during 2019/20.

The report focused on activity over the 12 months to March 2020 and covered the period immediately prior to the emergence of the Covid19 pandemic. It was noted that the Chief Officers Group had increased the frequency of meetings since the emergence of the pandemic, to ensure regular oversight and scrutiny of key issues.

The annual report reflected the key priorities identified by the Chief Officers Group for 2020/21 in light of the information available, but also recognised the need for flexibility to ensure that partners worked together to adapt to the changing needs of local people and communities as they continued to live with the presence of Covid19.

### **DECIDED:**

- (a) That the key activities progressed during 2019/20 by the Community Protection Chief Officers Group be noted; and;
- (b) That the identified priorities to be taken forward in partnership during 2019/20, with a specific focus on responding to the impact of Covid19 in Renfrewshire be noted.

## **10 Audit, Risk & Scrutiny Board review of The Effectiveness of Fair Trade (Lead Officer Craig Doogan) in Renfrewshire**

Under reference to Item 14 of the Minute of the Meeting of the Audit, Risk & Scrutiny Board held on 16 March 2020, there was submitted a report by the Lead Officer relative to the review of the Effectiveness of Fair-Trade in Renfrewshire.

The report stated that the Audit, Risk & Scrutiny Board at its meeting held on 27 August 2018, agreed as part of the annual programme of activity for 2019/20 to undertake a review which looked at the effectiveness of fair-trade within Renfrewshire, the aim and scope of which was outlined within the report.

At the meeting of the Audit, Risk & Scrutiny Board held on 16 March 2020, the Board considered the final report which summarised the evidence, findings and recommendations of the review and agreed that it be submitted to a future meeting of the Council for consideration.

**DECIDED:** That the findings of the final report on the review of Effectiveness of Fair Trade in Renfrewshire approved at the meeting of the Audit, Risk & Scrutiny Board held on 16 March 2020, be noted and that the key recommendations contained therein be approved.

## **11 Notice of Motion 1 by Councillors Devine and Sharkey**

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

"Webcasting of Policy Board Meetings

Council in recognising that it should meet the needs of communities into the future agrees to extend the current arrangements for webcasting Council meetings to the following Boards and their successors, from the next cycle of Boards:

Audit, Risk and Scrutiny Board  
 Cross Party Sounding Board  
 Finance, Resources and Customer Services Policy Board  
 Petitions Board  
 Community, Housing and Planning Policy Board  
 Education and Children's Service Board  
 Infrastructure, Land and Environment Board  
 Leadership Board  
 Police and Fire & Rescue Scrutiny Sub-committee"

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment that notwithstanding the current temporary measures in place, Council agrees that all the meetings as listed be live streamed/recorded from the Council chamber when physical meetings are once again permissible, and guidance allows. Council also instructs officers in the duration to investigate the options and costs and to report to the next full Council for consideration.

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McCartin, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, Mack, Mackay, J MacLaren, , McCulloch, McIntyre, Montgomery, Sharkey, Sheridan and Strang.

20 members having voted for the amendment and 23 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** That Council in recognising that it should meet the needs of communities into the future agrees to extend the current arrangements for webcasting Council meetings to the following Boards and their successors, from the next cycle of Boards:

Audit, Risk and Scrutiny Board  
 Cross Party Sounding Board  
 Finance, Resources and Customer Services Policy Board  
 Petitions Board  
 Communities, Housing and Planning Policy Board  
 Education and Children's Services Policy Board  
 Infrastructure, Land and Environment Policy Board  
 Leadership Board  
 Police and Fire & Rescue Scrutiny Sub-committee

## **Adjournment**

The meeting adjourned at 11.45 am and reconvened at 11.55 am.

## **Sederunt**

Councillor Montgomery left the meeting prior to consideration of the following item of business.

## **12 Notice of Motion 2 by Councillors Binks and J MacLaren**

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

"In view of the suggestion that Howwood might lose the two school crossing patrollers, has yet again highlighted the very dangers that the children and residents of Howwood encounter every day in trying to cross the B787 that runs straight through the village and the B776 Bowfield Road.

Council should give strong consideration to erecting a pedestrian controlled crossing close to the junction of these two roads within the Village. Argument has been put forward before with regard to this possibility but rebuffed as being not feasible because of the site lines. This problem surely can be mitigated by the installation of highly visible warning signs at both entrances to the village stating that there is a pedestrian controlled

crossing ahead.

I would ask the Council, as a matter of priority and the safety of our children, to arrange a public meeting in the village to discuss this issue."

Councillor Binks, seconded by Councillor J MacLaren, then moved the motion.

Councillor Rodden, seconded by Councillor Nicolson, moved as an amendment:

Delete from paragraph 2 and replace with:

"Council asks that following the speed survey completion at this location (postponed from April 2020 and due to be rearranged in the coming weeks), results are shared with ward members and used to inform Officers recommendations for the installation of any pedestrian crossing facilities necessary.

Council agrees that a "public meeting" as normally understood cannot be held due to current restrictions. Council therefore agrees that Officers from the relevant department engage using the appropriate methods under prevailing guidance."

In terms of Standing Order 27 Councillors Binks and J MacLaren, being the mover and seconder of the motion, agreed to the amendment and the motion as amended was agreed unanimously.

### **DECIDED:**

(a) That in view of the suggestion that Howwood might lose the two school crossing patrollers, has yet again highlighted the very dangers that the children and residents of Howwood encounter every day in trying to cross the B787 that runs straight through the village and the B776 Bowfield Road. Council asks that following the speed survey completion at this location (postponed from April 2020 and due to be rearranged in the coming weeks), results are shared with ward members and used to inform officers' recommendations for the installation of any pedestrian crossing facilities necessary; and

(b) That Council agrees that a "public meeting" as normally understood cannot be held due to current restrictions. Council therefore agrees that officers from the relevant department engage using the appropriate methods under prevailing guidance.

## **13 Notice of Motion 3 by Councillors Binks and J MacLaren**

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

"A number of schools including Howwood PS and Bridge of Weir PS are missing or recently have had the threat of losing their school crossing patroller. Council notes the concerns of parents about potentially losing their school's crossing patroller and believes that the allocation of school crossing patrollers should be based primarily on child safety. Council has, for a number of years, been short of these crossing patrollers. Council must do more to recruit and retain patrollers and have additional staff trained to step in when one becomes unavailable. Council must bring a report to the next Education Policy Board on the steps being taken to fill missing positions or suggest alternative measures such as installing pedestrian crossings."

Councillor Binks, seconded by Councillor J MacLaren, then moved the motion.

Councillor Paterson advised that this matter was not within the remit of the Education & Children's Services Policy Board. In terms of Standing Order 27, Councillors Binks and J MacLaren, being the mover and seconder of the motion agreed to accept the change in the wording to "Council must bring a report to the next appropriate Board"

Councillor Rodden, seconded by Councillor Don, moved as a first amendment:

Delete from "Council must" and replace with:

"Council recognises that existing pressures on school support staff resource have been further exacerbated by the Covid19 Emergency.

Council notes that high-turnover and difficult to fill posts will now be recruited for on an ongoing basis and agrees that a report be brought to the next appropriate board regarding the recruitment and retention of School Crossing Patrollers.

Council agrees that if any changes are necessary in future, Officers engage with schools, parent councils and local elected members giving adequate time for temporary arrangements to be made."

Councillor Andy Doig, seconded by Councillor Hood, moved as a second amendment:

In addition, add "Council therefore also agrees to retain the School Crossing Patrollers in Lochwinnoch, on the primacy of child safety, as well as at Howwood and Bridge of Weir."

In terms of Standing Order 27, Councillors Binks and J MacLaren, being the mover and seconder of the motion agreed to accept the addition to their motion of the second amendment by Councillors Andy Doig and Hood.

The motion and the first amendment (amendment) by Councillors Rodden and Don then remained.

On the roll being called between the motion and the amendment the following members voted for the amendment: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, J MacLaren, Mack, Mackay, McCartin, McCulloch, McIntyre, Sharkey, Sheridan and Strang.

20 members having voted for the amendment and 22 members having voted for the motion, the motion was accordingly declared carried.

It was proposed that ward members be provided with information in relation to the school crossing patroller(s) at Lochfield Primary School. This was agreed.

### **DECIDED:**

(a) That a number of schools including Howwood PS and Bridge of Weir PS are missing or recently have had the threat of losing their school crossing patroller. Council notes the concerns of parents about potentially losing their school's crossing patroller and

believes that the allocation of school crossing patrollers should be based primarily on child safety;

(b) That Council has, for a number of years, been short of these crossing patrollers. Council must do more to recruit and retain patrollers and have additional staff trained to step in when one becomes unavailable;

(d) That Council must bring a report to the next appropriate Policy Board on the steps being taken to fill missing positions or suggest alternative measures such as installing pedestrian crossings;

(e) That Council therefore also agrees to retain the School Crossing Patrollers in Lochwinnoch, on the primacy of child safety, as well as at Howwood and Bridge of Weir; and

(f) That ward members be provided with information in relation to the school crossing patroller(s) at Lochfield Primary School.

## **14 Notice of Motion 4 by Councillors Burns and K MacLaren**

There was submitted a Notice of Motion by Councillors Burns and K MacLaren in the following terms:

"Council contacts the UK Government to request they work with the BBC to offer free TV licence to all over 75 during Covid19 and moving forward."

Councillor Burns, seconded by Councillor K MacLaren, then moved the motion.

Councillor MacKay, seconded by Councillor Strang, moved as a first amendment that Council to contact the Director General of the BBC, to request the BBC to offer a free TV licence to those over the age of 75.

Councillor Devine, seconded by Councillor Sharkey, then moved as a second amendment

To remove "during Covid19 and moving forward" to read "Council contacts the UK Government to request they work with the BBC to offer free TV licence to all over 75s,"

Councillors MacKay and Strang then withdrew their amendment

In terms of Standing Order 27, Councillors Burns and K MacLaren, being the mover and seconder of the motion agreed to accept the second amendment which was approved unanimously.

**DECIDED:** That Council contacts the UK Government to request they work with the BBC to offer free TV licence to all over 75s.

## **15 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:

"Commemorative Plaque for Mr John Fraser, Founder of the Co-Operative Society in Johnstone

This Council recognizes, in this the 200th anniversary of the 1820 Radical Uprising, the legacy of peaceful reform and belief in social justice, which the Radicals left to the people of Renfrewshire.

In particular, Council wishes to honour the memory of 1820 Radical, and Johnstone Schoolmaster, Mr John Fraser, who became Editor of the Scottish Chartist newspaper, the True Scotsman, and founded the Johnstone Co-Operative Society in 1866.

Council, accordingly, agrees to erect a plaque to his memory in Johnstone town hall".

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

Councillor Rodden, seconded by Councillor McGurk, moved as an amendment that Council notes, as agreed in May 2018, criteria and procedures have been developed for Community Applications for Commemorative Events and Memorials.

Council would therefore welcome any community proposals for this, or any other commemoration.

Council agrees to perform due diligence checks of any proposals, in particular for historical and reputational acceptance.

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, J MacLaren, Mack, Mackay, McCartin, McCulloch, McIntyre, Sharkey, Sheridan and Strang.

19 members having voted for the amendment and 23 members having voted for the motion, the motion was accordingly declared carried.

### **DECIDED:**

(a) That Renfrewshire Council recognises, in this the 200th anniversary of the 1820 Radical Uprising, the legacy of peaceful reform and belief in social justice, which the Radicals left to the people of Renfrewshire;

(b) That Renfrewshire Council wishes to honour the memory of 1820 Radical, and Johnstone Schoolmaster, Mr John Fraser, who became Editor of the Scottish Chartist newspaper, the True Scotsman, and founded the Johnstone Co-Operative Society in 1866. Council agrees to erect a plaque to his memory in Johnstone Town Hall.

## **16 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:



## "Road Crossing and Upgrade of Lochwinnoch Railway Station"

Council reiterates its demand for Network Rail/Scotrail to review the parking provisions and lack of access, for both able bodied and disabled users, at Lochwinnoch Train Station.

Council calls on Renfrewshire's MP's to lobby the Westminster Government to deliver UK infrastructure investment, and calls on Renfrewshire's MSP's to lobby the Transport Secretary in Holyrood to nominate Lochwinnoch for improved access and car parking space.

Council resolves to honour its previous pledge to upgrade both the footpath at the bridge on the A761 to the Train Station, and provide a suitable crossing to the Train Station to ensure it is fully accessible, within the next two financial years".

Councillor Andy Doig advised that there was an error in his motion and that reference to the "A761" should read "A760".

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

Councillor Rodden, seconded by Councillor McGurk moved as an amendment:

After paragraph 1 insert:

"As Lochwinnoch Station has been assessed and found not to meet established criteria for such investment and adaptations, Council agrees to write to the Cabinet Secretary and ask that the criteria be reviewed. Council understands how vital rail links are to rural villages in Renfrewshire and beyond and therefore believes that criteria should reflect the importance of accessibility for all to rural stations."

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, Mack, McCartin, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Davidson, Devine, Andy Doig, Dowling, Grady, Graham, Harte, Hood, Kennedy, Kerr, J MacLaren, Mackay, McCulloch, McIntyre, Sharkey, Sheridan and Strang.

21 members voted for the motion and 21 members voted for the amendment. There being an equality of votes cast, the Provost used her second and casting vote in favour of the amendment.

### **DECIDED:**

(a) That Council reiterates its demand for Network Rail/Scotrail to review the parking provisions and lack of access, for both able bodied and disabled users, at Lochwinnoch Train Station; and

(b) That as Lochwinnoch Station has been assessed and found not to meet established criteria for such investment and adaptations, Council agrees to write to the Cabinet Secretary and ask that the criteria be reviewed. Council understands how vital rail links

are to rural villages in Renfrewshire and beyond and therefore believes that criteria should reflect the importance of accessibility for all to rural stations.

## **Adjournment**

The meeting adjourned at 2.10pm and reconvened at 2.40pm.

## **Order of Business**

Provost Cameron intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering item 20 – Notice of Motion 10 prior to Item 17 – Notice of Motion 7 on the agenda.

### **17 Notice of Motion 10 by Councillors Andy Doig and McCartin**

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

"Reform of Hate Crime Bill

This Council agrees with the sentiment behind the proposed Hate Crime Bill, which the SNP Government is currently promoting through Holyrood, but calls for radical amendment of the Bill to ensure it does not undermine free speech.

In particular, Council demands that the intention to commit hate crime should be enshrined in the Bill as a core principle, as should a clause which defends satire under Scots law as protected speech in order to defend the rights of artists, comedians, and writers".

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

Councillor Sharkey, seconded by Councillor Devine, moved as an amendment:

"This Council has serious concerns about Part Two of the Bill as currently drafted and considers that it will require substantial revision if it is to be fit for purpose, and urges the Scottish Government to work with stakeholders and the Parliament throughout the legislative process to amend the Bill so that it does deal robustly with hate crime, protect individuals while protecting the privileges that people enjoy with regard to free speech and builds consensus that prejudice and hatred have no place in Scotland".

In terms of Standing Order 27, Councillors Andy Doig and McCartin, being the mover and seconder of the motion agreed to accept the amendment which was approved unanimously.

## **RECORDING OF DISSENT**

Councillor Mack being the mover of an amendment which failed to find a seconder requested that his dissent be recorded in terms of Standing Order 24.

**DECIDED:** That this Council has serious concerns about Part Two of the Bill as currently drafted and considers that it would require substantial revision if it is to be fit for purpose and urges the Scottish Government to work with stakeholders and the Parliament throughout the legislative process to amend the Bill so that it does deal robustly with hate crime, protect individuals while protecting the privileges that people enjoy with regard to free speech and builds consensus that prejudice and hatred have no place in Scotland.

## **Sederunt**

Councillors Davidson and Dowling left the meeting prior to consideration of the following item of business.

### **18 Notice of Motion 7 by Councillors Andy Doig and Hood**

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

"Upgrade and Dualling of the A737

"This Council notes the long-standing campaign by residents of Howwood, Kilbarchan, and Lochwinnoch, to get the A737 upgraded and dualled between the Roadhead Roundabout, outside Lochwinnoch, and Kilbarchan. Council further recognizes the compelling case from a health and safety and economic development perspective for this to happen.

Council accordingly calls for the Scottish Government to agree to the upgrade and dualling of the A737 as intimated above, and to give a timescale and budget for this completion".

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

**DECIDED:** Upgrade and Dualling of the A737

(a) That Renfrewshire Council notes the long-standing campaign by residents of Howwood, Kilbarchan, and Lochwinnoch, to get the A737 upgraded and dualled between the Roadhead Roundabout, outside Lochwinnoch, and Kilbarchan;

(b) That this Council further recognises the compelling case from a health and safety and economic development perspective for this to happen; and

(c) That this Council accordingly calls for the Scottish Government to agree to the upgrade and dualling of the A737 as intimated above, and to give a timescale and budget for this completion.

## **Sederunt**

Councillor Mack left the meeting prior to and Councillor Kerr left the meeting during consideration of the following item of business.

## **19 Notice of Motion 8 by Councillors Campbell and Paterson**

There was submitted a Notice of Motion by Councillors Campbell and Paterson in the following terms:

This council calls on the Chief Executive and the Director of Children's Services to work with the Scottish Government, Education Scotland, COSLA and teaching unions to produce and implement anti-racist teaching resources into the school syllabus. Further, to include education on Britain's use of its people from across the British Colonies in the great wars, to recognise the longstanding effects of colonialism around the world and to teach the facts in their entirety on the regrettable and significant part Britain played in the slave trade economy.

Council also calls upon the Director of Children's Services to provide training and guidance to educators to discuss sensitive topics around racism, the role of Britain and its imperialist influence and equipping them with the confidence and support needed to teach this necessary education."

Councillor Campbell, seconded by Councillor Paterson, then moved the motion.

Councillor Graham, seconded by Councillor McIntyre, moved as a first amendment that the council calls on the Chief Executive and the Director of Children's Services to work with the Scottish Government, Education Scotland, COSLA and teaching unions to produce and implement anti-racist teaching resources into the school syllabus. Further, to include education on Britain's use of its people from across the British Colonies in the great wars.

Council also calls upon the Director of Children's Services to provide training and guidance to educators to discuss sensitive topics around racism.

The council also calls on the Chief Executive to ensure that the sacrifice of those from Britain's Colonies, Overseas Territories and Self Governing Dominions who have served in our armed forces are recognised and included in the acts of remembrance organised by Renfrewshire Council.

The council recognises the positive and significant contribution by people immigrating to the United Kingdom from former British Colonies making the United Kingdom the modern multi-cultural country that it is today.

Particular recognition should be given to the high number of people from black and ethnic minorities, many from former British Colonies, working in our NHS and other frontline services during the Covid19 19 Pandemic.

Councillor Sharkey, seconded by Councillor Devine, moved as a second amendment that in recognising the sins of Britain's imperialist past and, in particular, their role in the slave trade, this council acknowledges the work of anti-slavery campaigners such as, Thomas Clarkson, Olaudah Equiano, Elizabeth Heyrick and Granville Sharp to name but a few. The work of these campaigners and, many others, should be included in any educational resources and materials.

In terms of Standing Order 27, Councillors Campbell and Paterson, being the mover and seconder of the motion agreed to accept the second amendment as an addition to the motion and the to change the wording in paragraph 1 to " Further, to include education on Britain's use of the British Colonies in the great wars forward".

The motion and the first amendment (amendment) by Councillors Graham and McIntyre then remained.

On the roll being called, the following members voted for the amendment: Councillors Begg, Binks, Graham, J MacLaren, McIntyre and Strang.

The following members voted for the motion: Councillors Adam-McGregor, Bibby Brown, Burns, J Cameron, Provost L Cameron, and Councillors Campbell, Devine, Andy Doig, Audrey Doig, Don, Grady, Harte, Hood, Hughes, Kennedy, K MacLaren, M MacLaren, McCartin, McCulloch, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Sharkey, Shaw, Sheridan and Steel.

The following member abstained: Councillor Mackay.

6 members having voted for the amendment, 31 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

### **DECIDED:**

(a) That Council calls on the Chief Executive and the Director of Children's Services to work with the Scottish Government, Education Scotland, COSLA and teaching unions to produce and implement anti-racist teaching resources into the school syllabus.

Further, to include education on Britain's use of the British Colonies in the great wars forward, to recognise the longstanding effects of colonialism around the world and to teach the facts in their entirety on the regrettable and significant part Britain played in the slave trade economy;

(b) That this Council calls upon the Director of Children's Services to provide training and guidance to educators to discuss sensitive topics around racism, the role of Britain and its imperialist influence and equipping them with the confidence and support needed to teach this necessary education; and

(c) That in recognising the sins of Britain's imperialist past and, in particular, their role in the slave trade, this council acknowledges the work of anti-slavery campaigners such as, Thomas Clarkson, Olaudah Equiano, Elizabeth Heyrick and Granville Sharp to name but a few. The work of these campaigners and, many others, should be included in any educational resources and materials.

## **29 Notice of Motion 9 by Councillors Andy Doig and McCartin**

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

"City Deal Cabinet Reform

This Council:

- Recognises that clarity and transparency are crucial in the delivery of the City Deal projects for Renfrewshire.
- Notes the concerns of The Accounts Commission's report Scotland's City Region and Growth Deals on City Deal governance.
- Believes that the Convenership of the Glasgow Region City Deal Cabinet should rotate on an equal basis between the Glasgow City Deal Local Authorities.
- Believes that the Chief Executive Officers of the Glasgow City Deal Local Authorities should convene the Chief Executives Group on a rotational basis, in conjunction with the rotation of the City Deal Cabinet Convenership.
- Calls for reform of the City Deal Cabinet's Protocols to ensure that agreed City Deal projects can be changed with the approval of the relevant local authority."

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment Council notes that there is currently underway a review of all the areas highlighted in the motion.

Council also notes that the Assurance Framework which determines the processes for decision making is an agreed process between all the member authorities and the Scottish and UK Governments. None of the projects or the finance associated belongs to any one local authority member but collectively. All projects require to undergo various checks and assessments by the Scottish and UK Governments as part of the Gateway review process.

On the roll being called, the following members voted for the amendment: Councillors Adam-McGregor, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Hughes, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following members voted for the motion: Councillors Begg, Bibby, Binks, Brown, Devine, Andy Doig, Grady, Graham, Harte, Hood, Kennedy, J MacLaren, Mackay, McCartin, McCulloch, McIntyre, Sharkey, Sheridan and Strang.

19 members having voted for the amendment and 19 members having voted for the motion There being an equality of votes cast, the Provost used her second and casting vote in favour of the amendment.

[At the meeting the vote was intimated as 20 for the motion and 19 for the amendment. This error was subsequently recognised and the Provost indicated that she would have used her second and casting vote in favour of the amendment.]

**DECIDED:** Council notes that there is currently underway a review of all the areas highlighted in the motion.

Council also notes that the Assurance Framework which determines the processes for decision making is an agreed process between all the member authorities and the Scottish and UK Governments. None of the projects or the finance associated belongs to any one local authority member but collectively. All projects require to undergo

various checks and assessments by the Scottish and UK Governments as part of the Gateway review process.

## **Declarations of Interest**

Councillors Burns, Audrey Doig, McCulloch, Rodden and Shaw having declared an interest in the following item left the meeting and took no part in the discussion or voting thereon.

Councillor Andy Doig having declared an interest in the following item remained in the meeting but took no part in the discussion or voting thereon.

Provost Cameron and Councillors Campbell, Dowling, Hughes, Nicolson Paterson and Sharkey having declared an interest in the following item remained in the meeting.

## **Notice of Motion 11 by Councillors McCartin and Andy Doig**

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

"Realistic Wage for Social Care Workers

Council declares its deep-felt appreciation and gratitude to social care workers in Renfrewshire who, since the beginning of the Covid19 crisis, are supporting the most vulnerable in society.

Council believes it is vital that social care workers are given a realistic wage commensurate to their responsibilities, and rising to that comparable with junior nurses. Council calls on both private and public sector providers of social care to work collectively to deliver that aim as soon as possible.

Council welcomes the decision by the Scottish Government to review adult social care in Scotland with a view to establishing a National Care Service."

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

Councillor Nicolson, seconded by Councillor J Cameron, moved as an amendment

Paragraph 2.

"Renfrewshire Council believes that there should be parity of salaries across all sectors where social care roles deliver vital services to our communities.

The social care sector covers a wide variety of settings and services and this is also reflected in the differing level of roles undertaken by social care staff. Council therefore calls on the Scottish Government and Cosla to work collectively to deliver a review of all social care roles including salary structures similar to that of Adult social care review"

In terms of Standing Order 27, Councillors McCartin and Devine, being the mover and seconder of the motion agreed to accept the amendment which was approved unanimously.

**DECIDED:** Realistic Wage for Social Care Workers

- (a) That this Council declares its deep-felt appreciation and gratitude to social care workers in Renfrewshire who, since the beginning of the Covid19 crisis, are supporting the most vulnerable in society;
- (b) That Renfrewshire Council believes that there should be parity of salaries across all sectors where social care roles deliver vital services to our communities;
- (c) That the social care sector covers a wide variety of settings and services and this is also reflected in the differing level of roles undertaken by social care staff. Council therefore calls on the Scottish Government and Cosla to work collectively to deliver a review of all social care roles including salary structures similar to that of Adult social care review; and
- (d) That this Council welcomes the decision by the Scottish Government to review adult social care in Scotland with a view to establishing a National Care Service.

**Sederunt**

Councillors Burns, Audrey Doig, McCulloch, Rodden and Shaw re-entered the meeting.

**Declaration of Interest**

Councillor Dowling having declared an interest in the following item remained in the meeting but took no part in the discussion or voting thereon.

**22 Notice of Motion 12 by Councillors Paterson and J Cameron**

There was submitted a Notice of Motion by Councillors Paterson and J Cameron in the following terms:

"Independent Care Review

Council welcomes the publication of the final report of the Independent Care Review and acknowledges the findings; Commits to engaging with all relevant stakeholders and most importantly Care Experience young people, including the Renfrewshire Children's Champions Board to discuss necessary changes to ensure that 'The Promise' is kept and that our children and young people grow up to be loved, safe and respected and that they realise their full potential; Agrees that following engagement a delivery plan be brought to a future Education and Children's Service Policy Board for the consideration of elected members."

Councillor Paterson, seconded by Councillor J Cameron, then moved the motion which was approved unanimously.

**DECIDED:** Independent Care Review

- (a) That Council welcomes the publication of the final report of the Independent re Review and acknowledged the findings;



(b) That Council commits to engaging with all relevant stakeholders and most importantly Care Experience young people, including the Renfrewshire Children's Champions Board to discuss necessary changes to ensure that 'The Promise' was kept and that our children and young people grow up to be loved, safe and respected and that they realise their full potential; and

(c) That Council agrees that following engagement, a delivery plan be brought to a future Education and Children's Service Policy Board for the consideration of elected members.

## **23 Notice of Motion 13 by Councillors Don and McEwan**

There was submitted a Notice of Motion by Councillors Don and McEwan in the following terms:

"Council notes the support and engagement of our local communities in the continued success of the Team Up to Clean Up campaign.

Council thanks the many local volunteers who have continued to litter pick throughout the period of lockdown. These dedicated and committed litter picking heroes while adhering to social distancing guidelines have played their part in not only raising the profile of community volunteering but in sending a clear message that everyone has a role and a responsibility in keeping Renfrewshire's environment clean."

Councillor Don, seconded by Councillor McEwan, then moved the motion.

Councillor Sheridan, seconded by Councillor Devine, moved an amendment that this Council acknowledges that under Section 89 of the Environmental Protection Act 1990 and the subsequent Code of Practice on Litter and Refuse (Scotland) 2018, it is the responsibility of the council to ensure that their land, and the land that they are responsible for, is kept clear of litter and refuse and that roads are kept clean.

This council respects people's choice to volunteer within their communities. However, it rejects the direction of travel, currently being pursued by this SNP administration, to replace council employees with volunteers, thereby placing the burden of keeping communities clear of litter, onto the residents.

On the roll being called, the following members voted for the amendment: Councillors Bibby, Brown, Devine, Andy Doig, Grady, Harte, Hood, Kennedy, Sharkey and Sheridan.

The following members voted for the motion: Councillors Adam-McGregor, Begg, Binks, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Audrey Doig, Don, Graham, Hughes, J MacLaren, K MacLaren, M MacLaren, Mackay, McEwan, McGurk, McIntyre, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw, Steel and Strang.

The following member abstained: Councillor McCulloch.

10 members having voted for the amendment, 26 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

**DECIDED:**

(a) That Council notes the support and engagement of our local communities in the continued success of the Team Up to Clean Up campaign; and

(b) That Council thanks the many local volunteers who have continued to litter pick throughout the period of lockdown. These dedicated and committed litter picking heroes while adhering to social distancing guidelines have played their part in not only raising the profile of community volunteering but in sending a clear message that everyone has a role and a responsibility in keeping Renfrewshire's environment clean.

**Sederunt**

Councillor McCartin left the meeting during the following item of business.

**24 Notice of Motion 14 by Councillors Kennedy and Sharkey**

There was submitted a Notice of Motion by Councillors Kennedy and Sharkey in the following terms:

"Pedestrian Barriers - Well Street/Wellmeadow Street/Glasgow Road, Paisley

Council regrets the disruption to the Community and, in particular, the business owners who have been inconvenienced by the pedestrian barriers placed in Well Street, Wellmeadow Street and Glasgow Road. Council agrees that reasonable compensation should be paid to those businesses affected."

Councillor Kennedy, seconded by Councillor Sharkey, then moved the motion.

Councillor McEwan, seconded by Councillor Don, moved as a first amendment that:

"Council agrees that there should be a review of the process regarding the implementation of Temporary Traffic Regulation Orders (TTROs) in the Well Street, Wellmeadow Street, and Glasgow Road vicinities, as a response to providing social distancing measures.

Council also notes that there is a recognised legal process for the payment of compensation, and that any individual or business should seek advice, on pursuing loss or damages from the Council through that process."

Councillor Adam-McGregor, proposed as an addition to the first amendment that the barriers be removed from Glasgow Road starting from Lacy Street & continuing along to Crossflat Crescent with immediate effect & that we continue to monitor the situation given the close proximity of Paisley Grammar. In terms of Standing Order 27, Councillors McEwan and Don being the mover and seconder of the amendment agreed to accept Councillor Adam-McGregor's addition to their amendment.

Councillor Graham, seconded by Councillor McIntyre, moved as a second amendment that Council further calls for the removal of barriers on Glasgow Road.

Councillor Andy Doig, seconded by Councillor Hood, moved as a third amendment that the following be included as an addition to the motion:

"Council further agrees that reasonable compensation should also be paid to business owners in Johnstone High Street, in view of similar disruption to retail activity."

In terms of Standing Order 27, Councillors Kennedy and Sharkey, being the mover and seconder of the motion accepted Councillor Adam-McGregor's addition to the first amendment, and the second amendment by Councillors Graham and McIntyre and the third amendment by Councillors Andy Doig and Hood.

The motion and the first amendment (amendment) by Councillors McEwan and Don (amendment) then remained.

On the roll being called between the motion and the amendment, the following members voted for the motion: Councillors Adam-McGregor, Begg, Bibby and Binks.

Prior to the vote being concluded, in terms of Standing Order 27, Councillors Kennedy and Sharkey, being the mover and seconder of the motion, then also accepted the first amendment by Councillors McEwan and Don and the motion as amended by all three amendments, was agreed unanimously.

#### **DECIDED:**

(a) That Council regrets the disruption to the Community and, in particular, the business owners who have been inconvenienced by the pedestrian barriers placed in Well Street, Wellmeadow Street and Glasgow Road. Council agrees that reasonable compensation should be paid to those businesses affected;

(b) That Council agrees that there should be a review of the process regarding the implementation of Temporary Traffic Regulation Orders (TTROs) in the Well Street, Wellmeadow Street, and Glasgow Road vicinities, as a response to providing social distancing measures;

(c) That Council also notes that there is a recognised legal process for the payment of compensation, and that any individual or business should seek advice, on pursuing loss or damages from the Council through that process;

(d) That the barriers be removed from Glasgow Road starting from Lacy Street and continuing along to Crossflat Crescent with immediate effect and that the Council continue to monitor the situation given the close proximity of Paisley Grammar;

(e) That Council further calls for the removal of barriers on Glasgow Road; and

(f) That Council further agrees that reasonable compensation should also be paid to business owners in Johnstone High Street, in view of similar disruption to retail activity.



## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Thursday, 08 October 2020	13:30	Remotely by MS Teams,

#### Present

Councillor Jennifer Marion Adam-McGregor, Councillor John McIntyre, Ms Elaine McNamara

#### Chair

Councillor Adam-McGregor, Convener, presided.

#### In Attendance

D Briggs, Senior Solicitor (Litigation) and P Shiach, Committee Services Officer (both Finance & Resources).

#### Declarations of Interest

There were no declarations of interest 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 Heriot Primary School - Appeal against the exclusion of a child from attendance

All participants had been invited to attend virtually by means of MS Teams. Consideration was given to an appeal against the exclusion of a child from attendance. C Adam, Senior Solicitor, (Finance & Resources), and A Hall, Education Manager (Development) both representing the Education Authority, Miss H Paterson, Headteacher and the appellants and their solicitor were invited into the meeting.

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeal.

C Adam then presented the case for the Education Authority and led evidence from H Paterson and A Hall in relation to the circumstances surrounding the exclusion.

The appellants solicitor then presented case for the appellants.

All parties having been given the opportunity to sum up, were thanked for their attendance and left the hearing.

**DECIDED:** That the appeal be determined as follows:-

The Appeals Panel confirmed the Education Authority's decision and agreed unanimously that the Authority had acted in accordance with the Schools General (Scotland) Regulations 1975/1135, regulation 4 in that (a) "they were of the opinion that the parent of the pupil refused, or failed to comply, or to allow the pupil to comply, with the rules, regulations, or disciplinary requirements of the school; and (b) they considered that in all the circumstances to allow the pupil to continue his attendance at the school would be likely to be seriously detrimental to order and discipline in the school or the educational well-being of the pupils there".

## Minute of Meeting Council

Date	Time	Venue
Thursday, 22 October 2020	09:30	Teams meeting,

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

### Chair

Provost Cameron presided.

### In Attendance

M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing and Communications, L Adamson, Communications and Public Affairs Manager (all Chief Executive's); J Calder, Head of Service (Curriculum and Quality) and J Trainer, Head of Child Care & Criminal Justice (both Children's Services); K Graham, Head of Corporate Governance, P Murray, Head of ICT, S Milligan, Service Desk/Remote Support Team Leader, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager, T Slater, Senior Committee Services Officer and P Shiach, Committee Services Officer (all Finance & Resources); D Leese, Chief Officer and S Sutton, Registered Medical Practitioner (GP) (both Renfrewshire Health & Social Care Partnership); L de Caesteker (Greater Glasgow and Clyde Health Board); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

## **Recording of Meeting**

The Provost advised that this meeting would be recorded for subsequent broadcast via the Council's internet site.

## **Declarations of Interest**

Councillor Burns declared an interest in respect of Item 1 on the agenda as he worked for another local authority Health & Social Care Partnership and indicated that it was his intention to take part in the discussion and voting thereon.

Councillor Nicolson declared an interest in respect of Item 1 of the agenda as he was a non-executive director of the Greater Glasgow & Clyde Health Board. Councillor Nicolson indicated that as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters it was his intention to remain in the meeting during consideration of these items.

Councillor Campbell declared a non-financial interest in Item 1 on the agenda as she was an employee of NHS Greater Glasgow & Clyde with but not in the Council's area and intimated that it was her intention to take part in the discussion and voting thereon.

## **1 Motion**

There was submitted a motion in the following terms:

“Flu Vaccinations – Renfrewshire – St Mirren Park

Renfrewshire Council believes it is important to maximise uptake of the flu vaccine.

Council notes the concerns expressed by the over 65s in Renfrewshire that transport is a barrier to accessing the flu vaccination centre at St Mirren Park.

Council calls on the Health and Social Care Partnership to immediately establish additional vaccination centres across Renfrewshire including appropriate local sites to ensure that older people and everybody entitled to the vaccination in our area are able to access that vaccination.”

Councillor Sharkey, seconded by Councillor James MacLaren, then moved the motion, which was agreed unanimously.



**DECIDED:** Flu Vaccinations – Renfrewshire – St Mirren Park

Renfrewshire Council believes it is important to maximise uptake of the flu vaccine.

Council notes the concerns expressed by the over 65s in Renfrewshire that transport is a barrier to accessing the flu vaccination centre at St Mirren Park.

Council calls on the Health and Social Care Partnership to immediately establish additional vaccination centres across Renfrewshire including appropriate local sites to ensure that older people and everybody entitled to the vaccination in our area are able to access that vaccination.



## Minute of Meeting

### Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 27 October 2020	13:00	Microsoft Teams Platform,

#### Present

Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Andy Doig, Councillor Natalie Don, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Emma Rodden, Councillor Jane Strang

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

M Crearie, Director of Communities, Housing & Planning Services; C Orr, Senior Communications Officer (Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Planning & Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager, S Marklow, Strategy & Place Manager and L Muirhead, Planning & Housing Manager (all Communities, Housing & Planning Services); and K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, A McLaughlan, Solicitor Litigation & Licensing, S Muir, Finance Business Partner, J Barron, Assistant Committee Services Officer and R Devine and T Slater, both Senior Committee Services Officers (all Finance & Resources).

#### Also in Attendance(for Item 1 only)

K Murphy (Persimmon Homes); J O'Neil (representing Erskine Community Council, Inchinnan Community Council, Community Action for Erskine (CAfE), M Rollo, J and

G Hamilton and M Thomson); A Horner (representing D Stevenson); and E Parsons (representing herself and Mrs I Hall).

## **Recording of Meeting**

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

## **Declarations of Interest**

Councillor Mags MacLaren declared an interest in respect of items 6 and 7 of the agenda – Strategic Housing Investment Plan 2021/26 and Renfrewshire Local Housing Strategy 2016/21: Annual Update 2020 – as she was a member of the Boards of Linstone Housing Association and Williamsburgh Housing Association and indicated that she would remain in the meeting but take no part in the discussion or voting thereon.

Councillor James MacLaren declared an interest in respect of item 15(E) of the agenda - Planning Application 20/0102/PP – as he had previously made public statements in respect of the application and indicated that he would remain in the meeting but take no part in the discussion or voting thereon.

### **1 Planning Application Hearing: 19/0184/PP – Ward 12: Erection of Residential Development Comprising 246 Dwellinghouses and Flats with Associated Infrastructure, Open Space and Landscaping at Erskine Bridge Hotel, Erskine Harbour, Erskine PA8 6AN by Persimmon Homes Limited**

Under reference to Item 15 (a) of the Minute of the meeting of this Policy Board held on 18 August 2020 the Planning Authority convened a hearing under section 38A of the Town and Country Planning (Scotland) Act 1997 to allow the applicants and persons who had made representations or objections to the application to address the Planning Authority on planning issues which arose from (i) the environmental impact including flooding risks and impact on Local Environmental Designations (SINCs) and (ii) the impact on infrastructure including roads and education facilities (bearing in mind the Planning Authority's role in Getting It Right for Every Child).

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the application, together with the remit for and procedure to be employed at the hearing.

The applicants had been invited to join the meeting together with representatives of those who had previously submitted representations and/or objections to the application.

Persimmon Homes Limited were represented by K Murphy. C Logan, C Watson and S Inger were also in attendance to provide technical expertise and clarification.

J O'Neil represented Erskine Community Council, Inchinnan Community Council, Community Action for Erskine (CAfE), M Rollo, J and G Hamilton and M Thomson who had submitted representations/objections.

A Horner represented D Stevenson who had submitted representations/objections and E Parsons represented herself and Mrs I Hall.

K Murphy was invited to describe the proposal and address the Board on issues within the remit of the hearing

J O'Neil, E Parsons and A Horner, representing those who had submitted objections and/or representations were each invited to address the Board in respect of issues within the remit of the hearing.

The applicant's representative was then given the opportunity to respond to the points raised by J O'Neil, E Parsons and A Horner, to questions from elected members and to provide clarification.

The applicant's representative and those representing the objectors/representees were thanked for their participation and left the meeting.

**DECIDED:** That the information be noted.

## **2 Police and Fire & Rescue Services**

There was submitted the Minute of the meeting of the Police and Fire & Rescue Scrutiny Sub-committee held on 18 August 2020, which forms the Appendix to this Minute.

**DECIDED:** That the Minute be approved.

## **3 Housing Revenue Account, Revenue and Capital Budget Monitoring Report**

There was submitted a Housing Revenue Account, Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 26 June 2020.

The report stated that the projected revenue outturn at 31 March 2021 for all services reporting to this Policy Board was an overspend position of £2.466 million against the revised budget for the year. The projected capital outturn at 31 March 2021 for projects reporting to the Board was an overspend position of £0.124 million (0.9%) against the revised budget for the year. The projected capital outturn at 31 March 2021 for projects reported to this Policy Board was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2020/21 the projected outturn position was split into core and Covid-19 related variances. It was highlighted that budget adjustments, totalling £99,000, comprising an increase of £112,000 of specific grant for the Rapid Rehousing Project and reductions of £7,000 in employees costs arising from the buy-back of annual leave scheme and £6,000 of payroll virements within Community Protection, had been processed since the previous report considered by the Board. It was also highlighted that the Housing Benefit function had transferred to Finance & Resources and was

reflected in the column entitled movements in Appendix 1 under the heading transfer payments and income.

**DECIDED:**

(a) That the projected Housing Revenue Account (HRA) and 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.

#### **4(a) Service Update - Communities, Housing & Planning Services**

Under reference to Item 5 of the Minute of the meeting of this Policy Board held on 18 August 2020, there was submitted a further update report by the Director of Communities, Housing & Planning Services relative to key service areas of activity, within this Policy Board's remit, providing details of priorities to Spring 2021 and highlighting key areas of focus to support the Council's recovery plans.

Appended to the report was a performance update, covering all performance indicators and actions within the Service Improvement Plan 2019/20, for the period to 31 March 2020. It was highlighted that an update report would also be submitted to the meeting of the Infrastructure, Land & Environment Policy Board, to be held on 4 November 2020, in relation to those areas of service activity within the Plan that were within that Policy Board's remit.

The report intimated that Service Improvement Plans for 2020/21 had been developed for all Council Services, with the Service Improvement Plan 2020/21 for Communities, Housing & Planning Services being approved at the meeting of this Policy Board held on 10 March 2020. It was noted that the agreed actions and activities within the Plan had not proceeded following the national lockdown in March 2020 or were not being undertaken in the same way due to Covid-19. In addition, it was noted that work was being progressed to develop Service Improvement Plans for 2021/22 in relation to all Council Services and that these Plans would have a strong focus on recovery and renewal rather than solely improvement. The Plans would also fully reflect the social, economic and financial recovery plans being progressed.

**DECIDED:** That the report be noted.

#### **4(b) Service Update - Children's Services**

There was submitted an update report by the Director of Children's Services relative to key service areas of activity, within this Policy Board's remit, providing details of priorities to Spring 2021 and highlighting key areas of focus to support the Council's recovery plans.

Appended to the report was a performance update, for the period to 31 March 2020, covering performance indicators and actions relating to Criminal Justice Social Work activity within the Service Improvement Plan 2019/20 for Children's Services.

The report intimated that Service Improvement Plans for 2020/21 had been developed for all Council Services, with the Service Improvement Plan 2020/21 for Children's Services, being approved at the meeting of this Policy Board held on 12 March 2020, in relation to those areas within the remit of this Policy Board. It was noted that the agreed actions and activities within the Plan had not proceeded following the national lockdown in March 2020 or were not being undertaken in the same way due to Covid-19. In addition, it was noted that work was being progressed to develop Service Improvement Plans for 2021/22 in relation to all Council Services and that these would have a strong focus on recovery and renewal rather than solely improvement. The Plans would also fully reflect the social, economic and financial recovery plans being progressed.

**DECIDED:** That the report be noted.

## **5 Tannahill Area, Ferguslie Park - Update**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to progress in implementing the housing investment strategy, which included the development of 101 newbuild properties and preparation of the wider area Development Framework, for the Tannahill area.

The report made reference to the decisions taken at the meetings of the Communities, Housing & Planning Policy Board held on 30 October 2018 and the Finance, Resources and Customer Services Policy Board held on 4 September 2019 to (i) approve a housing investment strategy for the Tannahill area of the Ferguslie Park area, involving the construction of 101 newbuild Council homes and the preparation of a Development Framework for the wider Ferguslie Park area in consultation with the local community; and (ii) to award a contract to AS Homes (Scotland) Limited for the design and build of 101 new Council dwellings on the site of the former St Fergus' Primary School.

It was noted that due to Coronavirus restrictions, it had not been possible to showcase the detailed design proposals for the newbuild housing at an open day event but to avoid delays in the delivery, online consultation had taken place, with information made available on the Council's website and various social media networks. Newsletters had also been issued to all addresses within the Tannahill regeneration area and Council officers had worked with tenants and residents, the local Community Council and Tenants and Residents Association to ensure that they were engaged in the design process. It was highlighted that the feedback received had been positive and included some suggestions which had been reflected in the finalised plans. The housing investment strategy for the Tannahill area allowed for the demolition of empty properties following completion of the newbuild homes. The local community had expressed a desire for the removal of the wholly vacant blocks in the area to be brought forward and it was noted that a further report in this connection would be submitted to a future meeting of the Communities, Housing & Planning Policy Board informed by the outcomes of the consultation with the local community on the development framework for the wider area.

The report advised that the District Valuer had been acting on behalf of the Council to negotiate the voluntary acquisition of private properties within the Tannahill area. To date, one commercial and 11 residential properties had been acquired by the Council, with two further offers recently accepted by the owners. The remaining 16

private residential owners (12 resident and 4 non-resident) were at various stages of the negotiation process. Agreement had been reached with the Scottish Government on the provision of grant funding for an element of shared equity properties as part of the overall package of grant funding for the 101 newbuild homes. It was highlighted that the other newbuild properties would be Council homes for social rent. To complement the housing investment strategy for Tannahill, this Policy Board had previously agreed that a Development Framework for the wider Ferguslie Park area should be prepared in consultation with the local community. During early 2020 and prior to the Covid-19 outbreak, a consultant team led by regeneration specialists Collective Architecture had hosted a series of events and workshops to hear the views of the community on the future of the neighbourhood. These sessions reflected a creative approach to consultation which included artists workshops with residents, model making with local schools, the creation of a Ferguslie Board game and interactive mapping tools. This approach was supported by one-to-one meetings with local community groups and stakeholders. These events had generated a strong range of views and ideas which informed an emerging Development Framework. As a result of the Covid outbreak, it had not yet been possible to undertake a second phase of consultation on the emerging outcomes. The report indicated that, as a consequence of the current restrictions, an online consultation approach had been developed, including a bespoke, interactive website. Information would also be made available on the Council's website and social media channels while leaflets would be available for those local residents who might not have online access. It was anticipated that the second phase of consultation would take place in late 2020, with a finalised Development Framework being submitted to a future meeting of this Policy Board.

Councillor McGurk, seconded by Councillor McNaughtan, moved that the progress being made in implementing the housing investment strategy for the Tannahill area be noted and that it also be noted that further updates would be provided to this Policy Board in relation to the wider area Development Framework.

Councillor J MacLaren, seconded by Councillor Strang, moved that the following additional recommendation be added to section 2 of the report:

that the Board notes the concern expressed by residents to the depressing look of properties with windows and doors boarded up and requests the Director brings back a report to the Board on other options that can be used to make properties secure that are aesthetically pleasing. This was agreed.

**DECIDED:**

(a) That the progress being made in implementing the housing investment strategy for the Tannahill area be noted and that it also be noted that further updates would be provided to this Policy Board in relation to the wider area Development Framework; and

(b) That the Board note the concerns expressed by residents to the depressing look of properties, with windows and doors boarded up, and that the Director of Communities, Housing & Planning Services prepare and submit a report to a future meeting of this Policy Board on options that could be used to make properties secure that are also aesthetically pleasing.



## **Declaration of Interest**

Councillor Mags MacLaren having previously declared an interest in the following item of business remained in the meeting but took no part in the discussion or decision.

## **6 Renfrewshire Strategic Housing Investment Plan 2021/26**

Under reference to Item 6 of the Minute of the meeting of this Policy Board held on 18 August 2020 there was submitted a report by the Director of Communities, Housing & Planning Services relative to the Strategic Housing Investment Plan 2021/26 (SHIP).

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, was reviewed and updated annually. A draft SHIP for the five-year period 2021/26, including a rollforward of projects from the previous SHIP and taking account of projects which were expected to complete during 2020/21 alongside estimates of when new projects could potentially be brought forward, had been developed for consultation. It was highlighted that due to the Covid-19 pandemic and the closure of all construction sites in March 2020, the delivery of projects within the current programme had been affected and there had been an adverse impact on completion timescales. Consultation on the draft SHIP had been undertaken during a four week period, with local housing associations in Renfrewshire, local stakeholder groups and other stakeholders and a copy of the SHIP 2021/26, which took account of comments received during the consultation period, was appended to the report.

**DECIDED:** That the Renfrewshire Strategic Housing Investment Plan 2021/26, a copy of which was appended to the report, be approved.

## **Declaration of Interest**

Councillor Mags MacLaren having previously declared an interest in the following item of business remained in the meeting but took no part in the discussion or decision.

## **7 Renfrewshire Local Housing Strategy 2016/21: Annual Update 2020**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Renfrewshire Local Housing Strategy 2016/21 annual update for 2020, a copy of which was appended to the report.

The Local Housing Strategy (LHS) outlined the strategic vision for housing and housing related services in Renfrewshire and sought to provide clear direction for strategic housing investment. The LHS linked with other key plans and strategies for Renfrewshire, including the Local Development Plan, Our Renfrewshire - Renfrewshire's Community Plan 2017/27 and the Renfrewshire Health and Social Care Partnership Strategic Plan. The report highlighted key achievements and progress in the delivery of identified outcomes and actions within the Renfrewshire LHS.

**DECIDED:**

(a) That the progress in implementing the actions of the Renfrewshire Local Housing Strategy 2016/21 be noted; and

(b) That it be noted that the Director of Communities, Housing and Planning would begin preparatory work, including consultation, on the new Local Housing Strategy for the five-year period 2021/26, and that this would be the subject of future reports to this Policy Board.

## **8 Annual Housing Performance Benchmarking Report 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the annual Housing Performance Benchmarking Report 2019/20, a copy of which was appended to the report, and which had been submitted to the Scottish Housing Regulator during July 2020.

The report provided information and analysis on the Council's performance during 2019/20 in relation to key Housing Charter indicators such as tenant satisfaction, housing quality and maintenance, customer and landlord relationship, estate management, anti-social behaviour, neighbourhood nuisance, tenant disputes, homelessness, rents and services charges. Comparative information was provided in respect of other local authorities and Registered Social Landlords (RSLs).

**DECIDED:** That the Council's performance during 2019/20, in relation to key Housing Charter indicators, compared to other local authorities and Registered Social Landlords be noted.

## **9 Regulation of Social Housing - Annual Assurance Statement 2020**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Annual Assurance Statement 2020 which the Council required to submit to the Scottish Housing Regulator in terms of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland.

The report referred to the regular reports submitted to this Policy Board on housing services performance and benchmarking which demonstrated continuing strong performance across most areas of the housing service during 2019/20 and identified areas for improvement. Reference was made to the impact of the Coronavirus pandemic, since March 2020, on housing services and highlighted areas where it had not been possible to achieve full compliance as a result of the pandemic. Appendix 1 of the report detailed the Regulator's Framework requirements for all local authorities and Registered Social Landlords (RSLs) and provided evidence to demonstrate Renfrewshire Council's compliance. A copy of the proposed Annual Assurance Statement 2020 for Renfrewshire Council was attached as Appendix 2 of the report, for approval. The report indicated that the deadline for submission of the Annual Assurance Statement was 30 November 2020.

Councillor McGurk, seconded by Councillor McNaughtan, moved : (a) That the regulatory requirements and evidence of Renfrewshire Council's compliance, as detailed in Appendix 1 of the report, be noted; and (b) That the Renfrewshire Council

Annual Assurance Statement 2020, Appendix 2 of the report, be approved for submission to the Scottish Housing Regulator.

Councillor Andy Doig, seconded by Councillor Montgomery moved that the following additional recommendations be added:

that the Board notes that Article 8 of the European Convention on Human Rights gives everyone the right to respect for her/his private and family life and home.

This Board notes with growing concern the damage and considerable stress and pain caused by anti-social tenants to other tenants to whom we have a duty of care, which breaches their human right to a family life and peaceful home environment.

This Board resolves to review the current method of dealing with anti-social tenants, and report back to Full Council, with a remit to examine:

- Best practice elsewhere in local government across the British Isles in dealing with anti-social tenants.
- Improved ways and procedures of dealing with anti-social cases which involve owner occupiers and private let tenants.
- Examine within the law greater sanctions for anti-social tenants including the concept of deferred rights.
- Giving greater funding and powers to Housing Officers on the ground to deal with anti-social behaviour.
- Greater co-operation with Police, Social Work, and the Voluntary Sector, to provide a more integrated approach to ending anti-social behaviour by tenants.

This was agreed subject to the report being submitted in the first instance to a future meeting of the Policy Board.

### **DECIDED:**

(a) That the regulatory requirements and evidence of Renfrewshire Council's compliance, as detailed in Appendix 1 of the report, be noted;

(b) That the Renfrewshire Council Annual Assurance Statement 2020, Appendix 2 of the report, be approved for submission to the Scottish Housing Regulator;

(c) That the Board noted that Article 8 of the European Convention on Human Rights gave everyone the right to respect for her/his private and family life and home;

(d) That this Policy Board noted with growing concern the damage and considerable stress and pain caused by anti-social tenants to other tenants, to whom the Council had a duty of care, which breached their human right to a family life and peaceful home environment; and

(e) That this Policy Board resolved to review the current method of dealing with anti-social tenants, and that a report be submitted to a future meeting of this Policy Board, with a remit to examine:

- Best practice elsewhere in local government across the British Isles in dealing with anti-social tenants.
- Improved ways and procedures of dealing with anti-social cases which involved owner occupiers and private let tenants.
- Examine within the law greater sanctions for anti-social tenants including the concept of deferred rights.
- Giving greater funding and powers to Housing Officers on the ground to deal with anti-social behaviour.

- Greater co-operation with Police, Social Work, and the Voluntary Sector, to provide a more integrated approach to ending anti-social behaviour by tenants.

## **10 Housing Customer Engagement Annual Report 2019/20**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Housing Customer Engagement Annual Report 2019/20, a copy of which was appended to the report.

The Annual Report reviewed progress made in relation to the Council's Customer Engagement Strategy, outlined resources made available to promote tenant involvement, detailed the mechanisms used to engage with customer groups during 2019/20 and provided an action plan for 2020/21. It was noted that the content of the Annual Report would be published on the Council's website and made available at Council offices, while details of the outcomes and future priorities would be publicised via the tenants' newsletter. The report highlighted that due to the restrictions in place as a result of the Coronavirus pandemic the annual re-registration process for Tenants' & Residents' Associations would not take place and, where applicable, enhanced registration status and eligibility to apply for grant funding from the Housing Revenue Account would be carried forward to the 2020/21 registration year.

### **DECIDED:**

(a) That the Housing Customer Engagement Annual Report 2019/20, a copy of which was appended to the report, be noted; and

(b) That it be noted that due to the restrictions in place as a result of the Coronavirus pandemic the annual re-registration process for Tenants' & Residents' Associations would not take place and, where applicable, enhanced registration status and eligibility to apply for grant funding from the Housing Revenue Account would be carried forward to the 2020/21 registration year.

## **11 Housing Charter Performance 2020/21 - Half Year Update**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the Housing Customer Engagement Annual Report 2019/20, a copy of which was appended to the report.

The Annual Report reviewed progress made in relation to the Council's Customer Engagement Strategy, outlined resources made available to promote tenant involvement, detailed the mechanisms used to engage with customer groups during 2019/20 and provided an action plan for 2020/21. It was noted that the content of the Annual Report would be published on the Council's website and made available at Council offices, while details of the outcomes and future priorities would be publicised via the tenants' newsletter. The report highlighted that due to the restrictions in place as a result of the Coronavirus pandemic the annual re-registration process for Tenants' & Residents' Associations would not take place and, where applicable, enhanced registration status and eligibility to apply for grant funding from the Housing Revenue Account would be carried forward to the 2020/21 registration year.

**DECIDED:**

(a) That the Housing Customer Engagement Annual Report 2019/20, a copy of which was appended to the report, be noted; and

(b) That it be noted that due to the restrictions in place as a result of the Coronavirus pandemic the annual re-registration process for Tenants' & Residents' Associations would not take place and, where applicable, enhanced registration status and eligibility to apply for grant funding from the Housing Revenue Account would be carried forward to the 2020/21 registration year.

## **12 Renfrewshire Local Development Plan Proposed Plan Examination Update and Technical Consultation on Proposed Policy Amendments to Scottish Planning Policy and Housing**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the formal examination being undertaken by Reporters, appointed by the Scottish Ministers, in relation to the Renfrewshire Local Development Plan Proposed Plan.

The report summarised two significant decisions issued by the Court of Session, since the commencement of the examination into the Renfrewshire Local Development Plan Proposed Plan, in relation to Housing Land Supply in the Inverclyde Council area which had implications for Development Plans throughout Scotland.

The report also highlighted a Scottish Government consultation being undertaken on proposed changes to Scottish Planning Policy and Housing, the aims of which were detailed, and the collective response, a copy of which was appended to the report submitted on behalf of all eight Local Authorities in the Clydeplan area.

**DECIDED:**

(a) That the progress being made into the Examination of the Renfrewshire Local Development Plan Proposed Plan be noted; and

(b) That the response submitted by the Glasgow & the Clyde Valley Strategic Development Planning Authority Joint Committee to the Scottish Planning Policy and Housing consultation be noted.

## **13 Draft Renfrewshire Core Paths Plan 2020**

There was submitted a report by the Director of Communities, Housing & Planning Services relative to the draft Renfrewshire Core Paths Plan 2020 and seeking authority to undertake the necessary publicity and consultation.

The report advised that Core Paths were recreational and travel routes which allowed the public reasonable access throughout each local authority area. The Land Reform (Scotland) Act 2003 required each local authority to prepare a Core Paths Plan. Under the provisions of the Act, owners of land over which access rights applied had a duty to ensure that routes, such as designated Core Paths, were passable and free from obstruction. A review of the current Core Paths Plan, which outlined a

network of key access routes across Renfrewshire in line with the requirements of the Act and had been adopted by the Council in 2009, had commenced during 2018.

The draft Renfrewshire Core Paths Plan 2020, a copy of which was appended to the report, had been prepared in partnership with the Renfrewshire Local Access Forum, representing access users such as walkers, cyclists, community groups, and landowners/managers, as well as national organisations and other stakeholders. The draft Renfrewshire Core Paths Plan 2020 detailed a strategic network of over 300 key access routes across Renfrewshire connecting communities and providing opportunities for active travel to schools, work and local amenities. The Plan also identified routes which connected people with areas of nature and greenspace and promoted and encouraged healthy lifestyles. It was noted that, in accordance with section 20B of the Act, written notices would be served on the owners and occupiers of any land which was included in the draft Renfrewshire Core Paths Plan 2020, for the first time.

The current Renfrewshire Core Paths Plan and the draft Renfrewshire Core Paths Plan 2020, including the maps, would be available for public inspection for a statutory 12-week period, and be subject to consultation during late 2020 and early 2021. It was highlighted that objections and representations would be invited only in respect of the proposed changes to the Core Paths Plan, and not in respect of existing Core Paths which were unchanged in the Plan. A summary of objections and representations received, and the finalised Renfrewshire Core Paths Plan 2020 would be submitted to a future meeting of this Policy Board for consideration.

**DECIDED:**

(a) That the draft Renfrewshire Core Paths Plan 2020, as set out on Renfrewshire Council's website be approved and that the Director of Communities, Housing & Planning Services be authorised to progress the necessary publicity and consultation in relation to the Plan; and

(b) That it be noted that the Director of Communities, Housing & Planning Services would submit the finalised Renfrewshire Core Paths Plan 2020 to a future meeting of this Policy Board.

## **14 Proposal of Application Notices**

There were submitted a report by the Director of Communities, Housing & Planning Services relative to the proposal of application notice 20/0424/NO.

**DECIDED:** That the key issues identified to date be noted.

## **15 Planning Applications**

There were submitted reports by the Director of Communities, Housing & Planning Services relative to the following applications for planning permission that required to be determined by the Board.

**(A) 19/0184/PP – WARD 12: ERECTION OF RESIDENTIAL DEVELOPMENT COMPRISING 246 DWELLINGHOUSES AND FLATS WITH ASSOCIATED INFRASTRUCTURE, OPEN SPACE AND LANDSCAPING AT ERSKINE BRIDGE**

## **HOTEL, ERSKINE HARBOUR, ERSKINE PA8 6AN BY PERSIMMON HOMES LIMITED.**

Councillor Nicolson, seconded by Councillor Rodden, moved that the application be refused for the following reasons:

- (i) The proposal is contrary to Policy ENV2. The development will have a significant adverse impact on the integrity of three sites identified as SINC's (Sites of Interest for Nature Conservation) and the biodiversity it provides to nature conservation and in meeting our climate change challenge.
- (ii) The presence of Red Squirrels as a protected species was identified in the applicants supporting documentation (Pages 6 and 19 of the ecological survey). The habitat is protected under Sec 5&6 of the Wildlife and Countryside Act 1981
- (iii) The proposal introduces an overly intensified urban use into an area which includes an SPA designation and breaking the wildlife corridor which connects several nationally protected sites of conservation. Contrary to Scottish Planning Policy "Where appropriate, planning authorities should seek opportunities to create new woodland and plant native trees in association with development. If a development would result in the severing or impairment of connectivity between important woodland habitats, workable mitigation measures should be identified and implemented, preferably linked to a wider green network."
- (iv) The proposal is contrary and presumptive to the policies of our adopted Town Centre strategy for Erskine which were adopted following a local Charette in 2016 which identified retention of the local SINC's and any development was to follow a masterplan exercise for the area which is yet to be carried out.
- (v) The proposal is contrary to Renfrewshire Council's Supplementary Guidance on New Development 2019 as it significantly effects existing species, habitats and eco systems.
- (vi) The proposal is contrary to Scottish Planning Policy where the proposals fail to consider the Woodland Removal Policy. Compensatory Planting should at least equal the net area of woodland that would be removed. The Compensatory Planting area must exceed the area of woodland removed to compensate for the loss of environmental value.
- (vii) The proposal fails to meet the statutory guidance regarding the Natural Heritage Hierarchy of least damage and minimum damage.
- (viii) Scottish Planning Policy where "Planning permission should be refused where the nature or scale of proposed development would have an unacceptable impact on the natural environment."
- (ix) Scottish Planning Policy clearly states that 'Removal should only be permitted where it would achieve significant and clearly defined additional public benefits. The additional public benefits do not outweigh the loss of biodiversity and existing amenity to the public; and
- (x) The location of at least 35 homes close to significant existing noise uses will have a significant detrimental impact on the amenity of the residents and the operation of an existing business use.

This was agreed.

**DECIDED:** That the application be refused for the following reasons:

(i) The proposal is contrary to Policy ENV2. The development would have a significant adverse impact on the integrity of three sites identified as SINC's (Sites of Interest for Nature Conservation) and the biodiversity provided to nature conservation and in meeting our climate change challenge.

(ii) The presence of Red Squirrels as a protected species was identified in the applicants supporting documentation (Pages 6 and 19 of the ecological survey). The habitat is protected under Sec 5 and 6 of the Wildlife and Countryside Act 1981

(iii) The proposal introduced an overly intensified urban use into an area which includes an SPA designation and breaking the wildlife corridor which connected several nationally protected sites of conservation and was contrary to Scottish Planning Policy "Where appropriate, planning authorities should seek opportunities to create new woodland and plant native trees in association with development. If a development would result in the severing or impairment of connectivity between important woodland habitats, workable mitigation measures should be identified and implemented, preferably linked to a wider green network."

(iv) The proposal was contrary and presumptive to the policies of the Council's adopted Town Centre strategy for Erskine, which had been adopted following a local Charette in 2016 and which had identified retention of the local SINC's and that any development was to follow a masterplan exercise for the area which is yet to be carried out.

(v) The proposal was contrary to Renfrewshire Council's Supplementary Guidance on New Development 2019 as it significantly affected existing species, habitats and eco-systems.

(vi) The proposal was contrary to Scottish Planning Policy where the proposals fail to consider the Woodland Removal Policy. Compensatory Planting should at least equal the net area of woodland that would be removed. The Compensatory Planting area must exceed the area of woodland removed to compensate for the loss of environmental value.

(vii) The proposal failed to meet the statutory guidance regarding the Natural Heritage Hierarchy of least damage and minimum damage.

(viii) Scottish Planning Policy where "Planning permission should be refused where the nature or scale of proposed development would have an unacceptable impact on the natural environment."

(ix) Scottish Planning Policy clearly states that 'Removal should only be permitted where it would achieve significant and clearly defined additional public benefits. The additional public benefits do not outweigh the loss of biodiversity and existing amenity to the public; and

(x) The location of at least 35 homes close to significant existing noise uses would have a significant detrimental impact on the amenity of the residents and the operation of an existing business use.



## SEDERUNT

Councillor McCulloch left the meeting prior to consideration of the following items of business.

**(B) 19/0843/PP – WARD 4: ERECTION OF HOTEL WITH CAR PARKING, ACCESS, LANDSCAPING AND OTHER ASSOCIATED WORKS AT LAND TO EAST OF NO 1 MARCHBURN DRIVE, GLASGOW AIRPORT, PAISLEY BY CAIRN HOTELS GROUP.**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the application be granted subject to the conditions and the reasons detailed within the report.

Councillor K MacLaren, seconded by Councillor Andy Doig, moved as an amendment that the application be refused as the proposed size and height of the hotel, in comparison to neighbouring properties, was out of keeping with the character of the area and was therefore contrary to the Local Development Plan.

On the roll being called, the following members voted for the amendment: Councillors Andy Doig, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors Binks, Brown, Burns, Don, J MacLaren, McGurk, McNaughtan, Montgomery, Nicolson, Rodden and Strang.

3 members having voted for the amendment and 11 members having voted for the motion, the motion was accordingly declared carried.

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

**(C) 20/0217/PP – WARD 4: ERECTION OF STUDENT ACCOMODATION, PARTIAL DEMOLITION OF EXISTING BUILDING WITH FAÇADE RETENTION AND ASSOCIATED EXTERNAL ALTERATIONS AND ERECTION OF BIN STORE AT TA CENTRE, 76 HIGH STREET, PAISLEY PA1 2BA BY JR CONSTRUCTION SCOTLAND LIMITED.**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the application be granted subject to the conditions and the reasons detailed within the report.

Councillor K MacLaren, seconded by Councillor Andy Doig, moved as an amendment that the application be refused in view of the potential impact it could have on the conservation area in which it was situated, the scale and design of the accommodation block, the loss of light in neighbouring gardens, the detrimental impact to the amenity of the area and the resultant loss of visual appeal and would therefore be contrary to the Local Development Plan.

On the roll being called, the following members voted for the amendment: Councillors Andy Doig, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors Binks, Brown, Burns, Don, J MacLaren, McGurk, McNaughtan, Montgomery, Nicolson, Rodden and Strang.

3 members having voted for the amendment and 11 members having voted for the

motion, the motion was accordingly declared carried.

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

**(D) 20/0218/LB – WARD 4: ERECTION OF STUDENT ACCOMODATION, PARTIAL DEMOLITION OF EXISTING BUILDING WITH FAÇADE RETENTION AND ASSOCIATED EXTERNAL ALTERATIONS (INCLUDING RETROSPECTIVE EMERGENCY STABILISATION WORKS) AND ERECTION OF BIN STORE AT TA CENTRE, 76 HIGH STREET, PAISLEY PA1 2BA BY JR CONSTRUCTION SCOTLAND LIMITED.**

It was proposed that the application be granted subject to the conditions and the reasons detailed within the report. This was agreed.

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

## **DECLARATION OF INTEREST**

Councillor James MacLaren having previously declared an interest in the following item remained in the meeting.

**(E) 20/0102/PP – WARD 11: FORMATION OF COMMERCIAL FISHERY WITH ASSOCIATED ACCESS, PARKING, MODULAR BUILDING AND LANDSCAPING AT LAND AT HADDOCKSTON ESTATE, WEST GLEN ROAD, HOUSTON, JOHNSTONE BY MR CAMPBELL.**

Councillor McNaughtan, seconded by Councillor Brown, moved that the application be granted subject to the conditions and the reasons detailed within the report.

Councillor Don, seconded by Councillor Montgomery, moved as an amendment that the application be refused as the nature of the proposal would have an adverse impact on the amenity of the area, residents and surrounding road network and would therefore be contrary to the Local Development Plan.

On the roll being called, the following members voted for the amendment: Councillors Binks, Burns, Doig, Don, K MacLaren, J MacLaren, McGurk, Montgomery, Nicolson, Rodden and Strang.

The following members voted for the motion: Councillors Brown, M MacLaren and McNaughtan.

11 members having voted for the amendment and 3 members having voted for the motion, the amendment was accordingly declared carried.

**DECIDED:** That the application be refused as the nature of the proposal would have an adverse impact on the amenity of the area, residents and surrounding road network and would therefore be contrary to the Local Development Plan.

**(F) 20/0308/PP – WARD 5: RESIDENTIAL DEVELOPMENT COMPRISING THE**

**ERECTION OF SEVENTYTHREE FLATS, THE FORMATION OF NEW ROADS, PARKING AND LANDSCAPING AT SITE BOUNDED BY SMITHHILLS STREET, LAWN STREET, ABBEY VIEW AND WEIR STREET, PAISLEY BY LINK GROUP LTD.**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the application be granted subject to the conditions and the reasons detailed within the report.

Councillor K MacLaren, seconded by Councillor Burns, moved as an amendment that the application be continued for a site visit.

On the roll being called, the following members voted for the amendment: Councillors Burns, Andy Doig, Don, K MacLaren and M MacLaren.

The following members voted for the motion: Councillors Binks, Brown, J MacLaren, McGurk, McNaughtan, Montgomery, Nicolson, Rodden and Strang.

5 members having voted for the amendment and 9 members having voted for the motion, the motion was accordingly declared carried.

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



## Minute of Meeting

### Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 18 August 2020	15:00	Microsoft Teams Meeting,

#### Present

Councillors McGurk, Kenny MacLaren, McNaughtan and Strang.

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

M Crearie, Director of Communities, Housing & Planning Services; and O Reid, Head of Communities & Public Protection (both Communities, Housing and Planning Services); G Dickie, Partnership & Commissioning Manager; D Pole, End User Technician; Robert Devine, Senior Committee Services Officer and K O'Neill, Assistant Democratic Services Officer (both Finance & Resources).

#### Also in Attendance

A Murray, Chief Superintendent and D Leitch, Superintendent (both Police Scotland); J McNeill, Area Commander and M Hill, Group Manager, (Scottish Fire & Rescue Service).

#### Declarations of Interest

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

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be recorded and that the recording would be available to watch on the Council's website.

## **Welcome**

The Convenor welcomed James McNeil, Area Commander, Scottish Fire & Rescue Service to his first meeting of the Police and Fire & Rescue Scrutiny Sub-committee.

### **1 Renfrewshire Scrutiny Board Report June 2020**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area for the period 1 April - 30 June 2020.

The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2017/20, together with comparative data.

Complaints relative to disorder increased by 58.2% for the same period in the previous year a high proportion of which related to perceived or actual breaches of Covid-19 guidelines. The report also provided, in an infographics format, local updates in relation to the Police Scotland priorities of violence and anti-social behaviour; acquisitive crime; public protection; major crime & terrorism and road safety & road crime.

**DECIDED:** That the report be noted.

### **2 Spotlight - Covid Operational Response and Stop Search**

D Leitch (Police Scotland) provided information relative to the operational response of Police Scotland to the Covid-19 pandemic. A Covid-19 team had been established comprising sergeants from all area which met on a daily basis.

The Police presence had increased during the period March - June due to non-essential training and court proceedings being cancelled and as no citations had been issued, this facilitated an increase in officer numbers on the street to monitor members of the public during lockdown.

D Leitch also advised that the media had been supportive during the period since lockdown was imposed and that Community Partners and Elected Members had also provided a high level of support.

**DECIDED:** That the information provided be noted.

### **3 Renfrewshire Performance Report**

There was submitted a report, in an infographics format, by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and activities in the Renfrewshire area during the reporting period 1 April – 30 June 2020.

The report had been developed to compliment key partnership activity embedded across Renfrewshire Community Plan and associated Delivery and Thematic plans. The report also provided updates in relation to Renfrewshire activity summary; accidental dwelling fires and casualties, unintentional injury and harm, deliberate fire

setting, non-domestic fire safety and unwanted fire alarm signals.

A high level of proactive work had been undertaken by Scottish Fire & Rescue Service which included home fire safety visits and literature being issued which helped reduce figures during the reporting period.

**DECIDED:** That the report be noted.

#### **4 Spotlight - The Fire & Rescue Response to the COVID-19 Pandemic within Renfrewshire.**

M Hill (Scottish Fire and Rescue Service) provided information relative to measures implemented in response to the Covid-19 pandemic. He advised that daily meetings had been held by the Senior Manager Group to identify and address issues.

The sub-committee was advised that the Scottish Fire & Rescue Service had been able to offer and provide a significant level of support to nursing staff. A number of staff had been impacted by the pandemic with three staff members testing positive and 65 shielding, during this period a high level of service was maintained.

**DECIDED:** That the information provided be noted.





## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Wednesday, 28 October 2020	10:00	Remotely by MS Teams ,

#### Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden, Councillor Andy Steel

#### Chair

Councillor McNaughtan, Convener, presided.

#### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer, P Shiach, Committee Services Officer, A Easdon, Team Leader (Licensing), N Barr, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (all Finance & Resources).

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

#### Apology

Councillor Strang.

## 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 items 11(a) and (b), 12(a) and (b) and 13 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.

## 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 items 5, 6(a), 6(b), 7(a), 7(b) 8, 9(a), 9(b) and 10(a) of the agenda before item 1(b) of the agenda; and items 10(b) and 10(c) of the agenda before item 4(c) of the agenda.

### 1 Variation of Taxi Operator's Licence - Personal Appearance

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

Applicant: John Simpson

Variation: exemption to standard condition 22

Licence No: TX088

Mr Simpson, the applicant, was not in attendance, having previously indicated that he wished his application to be determined by way of a written submission.

After consideration of all matters before the Board, the Convener proposed that Mr Simpson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Simpson to operate his present vehicle TX1 88 until the date it would be nine years old from first registration, this date being 14 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Simpson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Simpson to operate his present vehicle TX1 88 until the date it would be nine years old from first registration, this date being 14 August 2021.

## **2 Civic Government (Scotland) Act 1982: Review of Taxi Fares within Renfrewshire**

Under reference to item 2 of the Minute of the meeting of this Board held on 19 August 2020, there was submitted a report by the Director of Finance & Resources relative to a review of taxi fares within Renfrewshire.

The report advised that, at that meeting, the Board agreed, after considering responses to an initial consultation, to advertise a proposal to fix a new fare scale. The agreed proposal involved an increase to the minimum fare from £3.30 to £3.45; increased the additional fare per distance, by introducing a reduced distance of 315 yards (or part thereof) while maintaining the existing 30p charge; and increased the waiting time charge from 34p to 36p per period of two minutes (or part thereof). The Board agreed that the proposed scale would be advertised, allowing representations to be made within one month.

The Board also agreed a proposed date of 14 December 2020 for the proposed fare scale to come into effect and that a report would be submitted to a future meeting of the Board to allow a taxi fare scale to be fixed.

An advertisement detailing the proposal was advertised in the press on 5 September 2020 and provided that any person wishing to make representations on the proposal must do so in writing no later than 5 October 2020. The advertised proposal was appended to the report.

The Board was advised that, in response to the advertisement, no further representations had been received. The Board was therefore required to fix a taxi fare scale for Renfrewshire, and in terms of Section 17 of the Civic Government (Scotland) Act 1982, to determine a date for the scale to come into effect. It was recommended that the scale comes into effect on 14 December 2020, as previously proposed by the Board.

### **DECIDED:**

(a) That a new fares scale for Renfrewshire, in accordance with the advertised scale, be approved;

(b) That it be approved that this fares scale shall come into effect on 14 December 2020;

(c) That thereafter officers be authorised to give notice to (i) all operators of taxis operating in Renfrewshire and (ii) the persons and organisations appearing to the Board to be representative of the operators of taxis operating within Renfrewshire, being the parties initially consulted, of the fares scale fixed and its effect, the date on which it is to come into effect and the rights of appeal against the scale, all as set out in Section 17 of the Act, as amended; and

(d) That officers be authorised to publish the fares scale, as soon as practicable following expiry of the period for appeal to the Traffic Commissioner, or, if appealed, as soon as practicable after determination of the appeal, by giving notice of the scales in an advertisement in a newspaper circulating in Renfrewshire and to specify therein that the scales shall come into effect on 14 December 2020, all in terms of Section 18A of the Act.

## **Sederunt**

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

### **3 Grant of Late Hours Catering Licences**

There were submitted the undernoted applications for grant of Late Hours Catering Licences:-

(a) Applicant: Select Service Partner UK Limited  
Premises: M&S Simply Food, Terminal 1, Glasgow Airport  
Activity: food, groceries and beverages  
Operating hours: 7 days per week from 11.00 pm to 5.00 am during April to October

The Convener proposed that the application be granted for a period of one year and that the applicant be allowed 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 one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

(b) Applicant: Krispy Kreme UK Limited  
Premises: Departures, Glasgow Airport  
Activity: doughnuts and drinks  
Operating hours: 7 days per week from 4.00 am to 5.00 am

The Convener proposed that the application be granted for a period of one year and that the applicant be allowed 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 one year and that the applicant be allowed to be an exception to the Board's policy on trading hours.

## 4 Renewal of Late Hours Catering Licences

There were submitted the undernoted applications for renewal of Late Hours Catering Licences:-

(a) Applicant: Wm Morrison Supermarkets PLC  
Premises: Petrol Filling Station, 30 Napier Street, Johnstone  
Activity: convenience store  
Operating hours: 7 days per week from 11.00 pm to 5.00 am  
Licence No.: LHC 099

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

(b) Applicant: Wm Morrison Supermarkets PLC  
Premises: Petrol Filling Station, 16 Thread Street, Paisley  
Activity: convenience store  
Operating hours: 7 days per week from 11.00 pm to 5.00 am  
Licence No.: LHC 101

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

## 5 Variation of Private Hire Car Operator's Licence

There was submitted the undernoted application for variation of a Private Hire Car Operator's Licence:-

Applicant: Andrew Hackett  
Variation: to carry eight passengers  
Licence No.: PH0758

The Convener proposed that the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Hackett's Private Hire Car Operator's Licence and that the vehicle be licensed to carry 8 passengers. This was agreed unanimously.

**DECIDED:** That the policy which stated that "the MPV shall carry a maximum of 7 passengers" be not applied to Mr Hackett's Private Hire Car Operator's Licence and that the vehicle be licensed to carry 8 passengers.

## 6 Renewal of Street Traders' Licences

There were submitted the undernoted applications for renewal of Street Traders' Licences:-

(a) Applicant: Kelly McDowall

Authorised goods: hot and cold food, beverages and milk

Trading from: Huntly Road and Watt Road, Hillington and Maxwell Street, Paisley

Operating hours: Huntly Road and Watt Road, Hillington – Monday to Friday from 6.00 am to 2.00 pm and Maxwell Street, Paisley – Monday to Sunday from 9.00 pm to 4.00 am

Licence No.: ST089

The Convener proposed that consideration of the application be continued and that the applicant be invited to the meeting of this Board scheduled to be held on 20 January 2021. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued and that the applicant be invited to the meeting of this Board scheduled to be held on 20 January 2021.

(b) Applicant: Tracy Donaldson

Authorised goods: hot and cold food, beverages and milk

Trading from: Huntly Road and Watt Road, Hillington and Maxwell Street, Paisley

Operating hours: Huntly Road and Watt Road, Hillington – Monday to Friday from 6.00 am to 2.00 pm and Maxwell Street, Paisley – Monday to Sunday from 9.00 pm to 4.00 am

Licence No.: ST003

The Convener proposed that consideration of the application be continued and that the applicant be invited to the meeting of this Board scheduled to be held on 20 January 2021. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued and that the applicant be invited to the meeting of this Board scheduled to be held on 20 January 2021.

## 7 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: James Kilgour

Proposed operator: Crawford Dick

Licence No.: TX023

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

**DECIDED:** That the application be granted.

## 8 Variation of Taxi Operators' Licences - Personal Appearances

There were submitted the undernoted applications for variation of Taxi Operators' Licences. The applicants had been asked to appear personally for the first time:-

(i) Applicant: Allan Hill

Variation: exception to standard condition 22

Licence No.: TX021

Mr McConnachie, representing Mr Hill, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that Mr Hill's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Hill to operate his present vehicle NK62 EWN until the date it would be nine years old from first registration, this date being 3 December 2021. This was agreed unanimously.

**DECIDED:** That Mr Hill's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Hill to operate his present vehicle NK62 EWN until the date it would be nine years old from first registration, this date being 3 December 2021.

(ii) Applicant: Andrew McCallum

Variation: exception to standard condition 22

Licence No.: TX212C

Mr McCallum, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed (i) that Mr McCallum's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McCallum to operate his present vehicle YN62 DBV until the date it would be nine years old from first registration, this being 24 January 2022; and (ii) that standard condition 22 be further amended in that Mr McCallum's present vehicle be subject to three-monthly inspections. This was agreed unanimously.

**DECIDED:**

(a) That Mr McCallum's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McCallum to operate his present vehicle YN62 DBV until the date it would be nine years old from first registration, this date being 24 January 2022; and

(b) That standard condition 22 of his licence be further amended in that Mr McCallum's present vehicle be subject to three-monthly inspections.

(iii) Applicant: Mark Stevenson

Variation: exception to standard condition 22

Licence No.: TX203

Mr Stevenson, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed (i) that Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to operate his present vehicle SF62 GUE until the date it would be nine years old from first registration, this being 15 October 2021; and (ii) that standard condition 22 be further amended in that Mr Stevenson's present vehicle be subject to three-monthly inspections. This was agreed unanimously.

### **DECIDED:**

(a) That Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to operate his present vehicle SF62 GUE until the date it would be nine years old from first registration, this date being 15 October 2021; and

(b) That standard condition 22 of his licence be further amended in that Mr Stevenson's present vehicle be subject to three-monthly inspections.

## **Declaration of Interest**

Prior to consideration of the following item of business, Councillor Hughes declared a non-financial interest in the following item of business as the applicant was known to her, left the meeting and took no part in the discussion or voting thereon.

## **Order of Business**

In relation to items 9 and 10 below, the Convener proposed that both applications be considered together and that separate decisions be made. This was agreed unanimously.

### **9 Surrender and Re-issue of Taxi Operator's Licence - Personal Appearance**

Under reference to item 6 of the Minute of the meeting of this Board held on 17 September 2020, consideration was resumed of 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 second time:-

Present operator: Anthony Stewart  
Proposed operator: James Lappin  
Licence no.: TX037

### **10 Renewal of Taxi Operator's Licence - Personal Appearance**

Under reference to item 7 of the Minute of the meeting of this Board held on 17 September 2020, consideration was resumed of the undernoted application for renewal of a Taxi Operator's Licence. The applicant had been asked to appear personally for the second time:-



Anthony Stewart TX037

Mr Stewart and Mr Lappin, the applicants, both joined the meeting by telephone call. The Convener advised that both applications would be considered together and that separate decisions would be made. Mr Stewart and Mr Lappin agreed to this.

After consideration of all matters before the Board, the Convener proposed (i) that the application for surrender and re-issue of the Taxi Operator's Licence be granted subject to the additional condition that Mr Lappin license a vehicle which met the Council's policy in relation to specification and age within a period of three months; and (ii) that the application for renewal of the Taxi Operator's Licence be granted for a period of two years subject to the additional condition that Mr Lappin license a vehicle which met the Council's policy in relation to specification and age within a period of three months. This was agreed unanimously. Mr Lappin also agreed to this.

**DECIDED:**

(a) That the application for surrender and re-issue of the Taxi Operator's Licence be granted subject to the additional condition that Mr Lappin license a vehicle which met the Council's policy in relation to specification and age within a period of three months; and

(b) That the application for renewal of the Taxi Operator's Licence be granted for a period of two years subject to the additional condition that Mr Lappin license a vehicle which met the Council's policy in relation to specification and age within a period of three months.

## **Adjournment**

The meeting adjourned at 11.45 am and reconvened at 11.55 am.

## **Sederunt**

Councillor Montgomery was not in attendance when the meeting reconvened.

Councillor Hughes re-joined the meeting prior to consideration of the following item of business.

## **11 Grant of Private Hire Car Drivers' Licences - Personal Appearances**

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

(a) Ikponwosa Aghahowa

Mr Aghahowa, 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.

## **Sederunt**

Councillor McEwan left the meeting before consideration of the following item of business.

(b) Muhammad Hasnain

Mr Hasnain, 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.

## **12 Surrender and Re-issue of Taxi Operators' Licences**

There were submitted the undernoted applications for the surrender and re-issue of Taxi Operators' Licences: -

(a) Present operator: Duncan Colville  
Proposed operator: Dermot Curran  
Licence No.: TX178

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

**DECIDED:** That the application be granted.

(b) Present operator: John McIntyre  
Proposed operator: Stuart McCulloch  
Licence No.: TX144

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

**DECIDED:** That the application be granted.

## **Adjournment**

The meeting adjourned at 12.15 pm and reconvened at 12.25 pm.

## **13 Grant of Private Hire Car Driver's Licence - Personal Appearance**

There was submit 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 a representation received outwith the statutory timescale to the application:-

Liam Sheehan

Mr Sheehan, the applicant, was not in attendance, having previously indicated that he wished his application to be determined by way of a written submission. Inspector Hay, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application, joined the meeting by video call.

On hearing the reasons for the representation being received outwith the statutory timescale it was decided that the representation be taken into account when the application was being considered.

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, 29 October 2020	13:00	Teams Meeting,

#### Present

Councillor Derek Bibby, Ms Mary Jane Bird, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor John McNaughtan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Mr Ravinder Singh, Councillor Jane Strang

#### Chair

Councillor Paterson, Convener, presided.

#### In Attendance

S Quinn, Director of Children's Services; J Calder, Head of Service (Curriculum and Quality), G McKinlay, Head of Schools and J Trainer, Head of Childcare & Criminal Justice (all Children's Services); G McLachlan, Senior Finance Manager, M Conaghan, Legal & Democratic Services Manager, L Belshaw, Democratic Services Manager, R Devine, Senior Committee Services Officer and T Slater, Senior Committee Services Officer (all Finance & Resources); and C Orr, Senior Communications Officer (Chief Executive's).

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the 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 Revenue and Capital Budget Monitoring Report

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the Service to 18 September 2020.

### **DECIDED:**

(a) That the projected Revenue outturn position for Children's Services, detailed in Table 1 of the report be noted; that it be noted that the further forecast position was based on best estimates and confirmed government support at this point in time; that it be noted that forecasts were likely to be subject to considerable fluctuation as the full service implications and associated cost of the pandemic became clear; and that it be noted that the service would continue to mitigate, as far as possible, any overspend and would apply the flexibility within specific grant funding permitted by the Scottish Government in order to achieve a breakeven revenue outturn position;

(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 Service Update

There was submitted a report by the Director of Children's Services providing a service update on key areas within the Policy Board's remit.

The report outlined the priorities through to spring 2021, highlighting key areas of focus and plans for the next steps to support the Council's recovery plans. Appended to the report was a performance update, covering all performance indicators and actions within the Service Improvement Plan 2019/20, for the period to 31 March 2020.

The report advised that the Children's Services' Service Improvement Plan for 2020-2023 had been approved by this Policy Board prior to lockdown at its meeting on 12 March 2020. However, the majority of actions and activities did not proceed or were not undertaken in the same way due to Covid-19. It was noted that work was underway to develop the Service Plans for 2021/22, which had a strong focus on recovery and renewal rather than solely improvement.

The report also provided a broad overview of the key service areas which continued to be impacted by the Covid-19 crisis.

**DECIDED:**

- (a) That the report be noted; and
- (b) That the performance information for 2019/20, as appended to the report, be noted.

**3 Early Learning and Childcare Entitlement - 1140 Expansion Update**

Under reference to Item 6 of the Minute of the meeting of this Policy Board held on 12 March 2020, there was submitted a report by the Director of Children's Services providing an update on the progress of the 1140 expansion in early learning and childcare.

The report advised that the Scottish Government had announced that, due to the Covid-19 pandemic, the statutory duty to deliver 1140 hours of early learning and childcare by August 2020, had been removed, with no date set for this being reinstated.

The report highlighted that currently, 88% of eligible children in Renfrewshire had been allocated an 1140 hours placement, with the remaining 12% being in receipt of at least 600 hours of early learning and childcare. Information was provided on the progress of the planned infrastructure developments to support the expansion within Renfrewshire, which included 16 refurbishments, six extensions and four new builds. Prior to the Covid-19 pandemic, nine of those projects had been completed and a revised timeline had been outlined for those projects still to be completed. It was confirmed that, as the infrastructure programme progressed, more children would be allocated an 1140 hours placement.

The report also advised that securing the required workforce to support the 1140 hours expansion continued to be a key priority and a number of recruitment exercises, voluntary contractual changes for existing employees and a programme to 'grow our own' staff had enabled the Council to make positive progress. The Council had secured approximately 90% of the required workforce.

**DECIDED:**

- (a) That the current position in implementing the 1140 hours expansion of early learning and childcare, as outlined in section 4.1 of the report, be noted; and
- (b) That the revised timeline for the infrastructure programme, which was delayed due to Covid-19, as detailed in section 4.3 of the report, be noted.

**4 Naming of New Early Learning and Childcare Centres in Dargavel Village in Bishopton, Kirklandneuk in Renfrew and Lochfield in Paisley**

There was submitted a report by the Director of Children's Services relative to the naming of new early learning and childcare centres in Dargavel Village in Bishopton, Kirklandneuk in Renfrew and Lochfield in Paisley.

The report advised of the results of an online survey, which had been undertaken between 11 March and 5 April 2020 providing parents from the areas noted above with the opportunity to consider the names of the new centres. The names selected for the new early learning and childcare centres were Dargavel Early Learning and Childcare Centre, Kirklandneuk Early Learning and Childcare Centre and Lochfield Early Learning and Childcare Centre.

**DECIDED:** That Dargavel Early Learning and Childcare Centre, Kirklandneuk Early Learning and Childcare Centre and Lochfield Early Learning and Childcare Centre be approved as the names of the new early learning and childcare centres.

## **5 Inspection of St James' Primary School, Renfrew**

There was submitted a report by the Director of Children's Services relative to the inspection, by Education Scotland, of St James' Primary School, Renfrew.

The report intimated that the purpose of the inspection was to evaluate the quality of education, focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. The outcome of the inspection had been positive, with evaluations of 'good' for both learning teaching and assessment and raising attainment and achievement. The letter to parents, appended to the report, identified four key areas of strength and three areas for improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and Service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and areas for improvement in the Education Scotland report on St James' Primary School be noted.

## **6 Inspection of Gryffe High School, Houston**

There was submitted a report by the Director of Children's Services relative to the inspection, by Education Scotland, of Gryffe High School, Houston.

The report intimated that the purpose of the inspection was to evaluate the quality of education, focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. The outcome of the inspection had been extremely positive, with an evaluation of 'very good' for learning teaching and assessment and 'excellent' for raising attainment and achievement. The letter to parents, appended to the report, identified four key areas of strength and one area for improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and Service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and area for improvement in the Education Scotland report on Gryffe High School be noted.



## **7 Education Standards & Quality Report September 2020 and Education Improvement Plan 2020/21**

There was submitted a report by the Director of Children's Services relative to the development of Renfrewshire's Education Standards & Quality Report for September 2020 and Education Improvement Plan 2020/21, copies of which were appended to the report.

Both the Report and Plan aligned to the National Improvement Framework (NIF) for Scottish Education. Self-evaluation information and a wide range of data had been used to report on the progress and impact of improvement priorities during session 2019/20 and to identify priorities for recovery and improvement for the period 2020/21.

The report highlighted that school closures from 23 March 2020 until 26 June 2020 resulted in progress being hindered in some priority areas. However, despite these challenges, significant progress had been made prior to lockdown, as outlined in the Standards and Quality Report and some areas for improvement had been carried over to the new Education Improvement Plan to ensure that Children's Services would build back better.

The Plan contained four improvement priorities which were to: develop high quality learning and teaching that led to improved levels of attainment and achievement in all establishments; reduce inequalities and deliver improved health and wellbeing outcomes for children; develop high quality leadership to promote empowerment at all levels; and improve employability skills and support all of our young people to enter positive and sustained destinations.

**DECIDED:** That the report be noted.

## **8 West Partnership Improvement Collaborative: Improvement Plan 2020-2023**

There was submitted a report by the Director of Children's Services relative to the West Partnership Improvement Collaborative Improvement Plan 2020-2023, which was appended to the report.

The report advised that the West Partnership Regional Improvement Collaborative (RIC) was made up of eight local authorities, which included East Dunbartonshire, East Renfrewshire, Glasgow City, Inverclyde, North Lanarkshire, Renfrewshire, South Lanarkshire and West Dunbartonshire and the Improvement Plan 2020-2023 continued to set out the West Partnership's driving vision for Equity, Excellence and Empowerment across all partner authorities. In addition, the Plan took due account of the recent and ongoing challenges resulting from Covid-19 and threaded throughout the Plan was a clear commitment towards support and recovery.

The report further advised that the Plan, which was organised under three key areas of Collaborative Learning Networks; Curriculum, Learning and Teaching; and Leadership, Empowerment and Improvement, with a further workstream of Evaluation and Reporting, had been submitted to Education Scotland and the Scottish Government.

**DECIDED:** That the report be noted.

## **9 West Partnership Improvement Collaborative: Evaluation Report 2019-2020**

There was submitted a report by the Director of Children's Services relative to the West Partnership Improvement Collaborative Evaluation Report 2019/2020, appended to the report.

The report advised that the Evaluation Report was considered and endorsed by the Glasgow City Region Education Committee on 8 September 2020, with a recommendation that each council area consider the report through its own governance arrangements.

**DECIDED:** That the report be noted.

## Minute of Meeting

### Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 04 November 2020	13:00	Microsoft Teams Platform,

#### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Audrey Doig, Councillor Natalie Don, Councillor Neill Graham, Councillor John Hood, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor James MacLaren, Councillor Cathy McEwan, Councillor Will Mylet

#### Chairperson

Councillor McEwan, Convener, presided.

#### In Attendance

G McNeil, Director of Environment & Infrastructure; G Crawford, Senior Communications Officer (Chief Executive's); F Carlin, Head of Housing & Planning Services, O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (all Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, D Kerr, Service Co-ordination Manager and L Rennie, Operations Manager (all Environment & Infrastructure); and J Lynch, Head of Property Services, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, D Head and D Pole, End User Technicians, F Hughes, Asset Manager and R Devine and T Slater, both Senior Committee Services Officers (all Finance & Resources).

## Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to view on the Council's website.

## Apology

Councillor Davidson.

## Declarations of Interest

Councillor Cameron declared an interest in item 3 of the agenda – Environment & Infrastructure Health, Safety & Wellbeing Plan 2020/21 – as she was a Board member of Public Health Scotland and indicated that she would remain in the meeting but take no part in the discussion or voting thereon.

## 1 Revenue and Capital Budget Monitoring Report

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities, Housing & Planning Services for the period 1 April to 18 September 2020.

The report stated that the projected revenue outturn as at 31 March 2021 for all services reporting to this Policy Board was an overspend position of £2.901 million against the revised budget for the year. The projected capital outturn as at 31 March 2021 for projects reporting to the Board was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2020/21 the projected outturn position was split into core and Covid-19 related variances. It was highlighted that budget adjustments, totalling £0.457 million, comprising an increase in the Vehicle Replacement Programme of £0.348 million, in respect of grant awarded in relation to electric vehicle charging infrastructure, and £0.109 million of updated cash-flows resulting after the development of the investment in cemeteries programme resulting from the additional £0.400million approved at the meeting of the Council held on 9 March 2020, had been processed since the previous report.

### **DECIDED:**

(a) That the projected Revenue outturn position as detailed in table 1 of the report be noted, acknowledging that the forecast position was based on best estimates and confirmed government support at this point in time, and that it be noted that forecasts were likely to be subject to considerable fluctuation as the full service implication and associated costs of the pandemic became clearer;

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

(c) That the budget adjustments, detailed in section 5 of the report, be noted.

## Sederunt

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

## 2 Service Update

Under reference to Item 2 of the Minute of the meeting of this Policy Board held on 26 August 2020, there was submitted a further update report by the Director of Environment & Infrastructure relative to key service areas of activity, within this Policy Board's remit, providing details of priorities to Spring 2021 and highlighting key areas of focus and plan and plans to support the Council's recovery plans.

Appended to the report was a performance update, covering all performance indicators and actions within the Service Improvement Plan 2019/20, for the period to 31 March 2020. It was highlighted that the report would also be submitted to the meeting of the Finance, Resources & Customer Services Policy Board to be held on 11 November 2020 in respect of those areas of service activities that were within that Policy Board's remit. It was noted that an update report had also been submitted to the meeting of the Communities, Housing & Planning Policy Board, held on 27 October 2020, in relation to those elements of the Plan that were within that Policy Board's remit.

The report intimated that Service Improvement Plans for 2020/21 had been developed for all Council Services, with the Service Improvement Plan 2020/21 for Environment & Infrastructure Services being approved at the meeting of this Policy Board held on 18 March 2020. It was noted that the agreed actions and activities within that Plan had not proceeded following the national lockdown in March 2020 or were not being undertaken in the same way due to Covid-19. In addition, it was noted that work was being progressed to develop Service Improvement Plans for 2021/22 in relation to all Council Services and that these Plans would have a strong focus on recovery and renewal rather than solely improvement. These Plans would also fully reflect the social, economic and financial recovery plans being progressed. The report proposed that a period of free car parking in the car parks of Paisley Town Centre during the period 1 December 2020 to 4 January 2021 be authorised, to support and encourage visitors to the Town Centre during the pandemic.

### **DECIDED:**

- (a) That the performance information for 2019/20, as appended to the report, be approved;
- (b) That a period of free car parking in the car parks of Paisley Town Centre during the period 1 December 2020 to 4 January 2021, to support and encourage visitors to the Town Centre during the pandemic, be approved; and
- (c) That otherwise the report be noted.

### **3 Environment & Infrastructure Health, Safety & Wellbeing Plan 2020/21**

There was submitted a report by the Director of Environment & Infrastructure relative to the Environment & Infrastructure Health, Safety and Wellbeing Plan 2020/21.

The report advised that the Council's Health, Safety and Wellbeing Strategy 2019/22 promoted a positive health and safety culture to ensure compliance with relevant health and safety legislation and supported the Council's 'A better future, A better council strategy'. Health, safety and wellbeing plans were important service documents which were reviewed and updated on an annual basis to ensure that there was sufficient focus on health and safety compliance and improvement activity.

The report indicated that Environment & Infrastructure Services had reviewed its Health, Safety and Wellbeing Plan for 2020/21 and identified a range of actions that would be undertaken to support and improve health and safety compliance and performance. A copy of the Plan was attached as an appendix to the report and detailed performance during 2019/20, set out objectives for 2020/21 and identified a range of actions to support and improve health and safety compliance and performance.

#### **DECIDED:**

(a) That the Environment & Infrastructure Health and Safety report 2019/20 and the Action Plan 2020/21, attached as Appendix 1 of the report be approved in terms of the elements within the remit of this Board; and

(b) That it be noted that the Health, Safety and Wellbeing Plan for Environment & Infrastructure Services would also be submitted to the Finance, Resources & Customer Services Policy Board in respect of those elements of the Plan within that Policy Board's remit.

### **4 Winter Maintenance Plan 2020/21**

There was submitted a report by the Director of Environment & Infrastructure relative to the Winter Maintenance Plan 2020/21.

The report detailed the Council's winter maintenance preparations and arrangements for 2020/21 to ensure that Renfrewshire's road network, footpaths and schools remained accessible during the winter period to support the economy and connect people with jobs, learning and social needs. A copy of the Winter Maintenance Plan 2020/21, which detailed priorities attached to roads and footpaths, staff deployment and co-ordination procedures, the assessment criteria used for the location of grit bins and salt supply arrangements was appended to the report. It was noted that as part of the Winter Maintenance Plan, a review of the Council's winter maintenance activities had been undertaken, including the reciprocal arrangements in place between Renfrewshire Council and neighbouring authorities. Recognising the potential impact that Covid-19 might have on the Council's workforce and on resilience, a mutual aid protocol, which recognised the importance of collaborative working and ensured that arrangements were in place for authorities to support each other during any periods whereby operational activities were impacted, had been agreed between the eight Glasgow City Region authorities.

**DECIDED:** That the Winter Maintenance Plan 2020/21, as set out in Appendix 1 of the report, be approved.

## **5 The Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 20\*, Sustained Objections**

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 20\* and to the objections made following advertisement of the proposals which had not been withdrawn. The report proposed that a TRO be approved to enable the Council to fulfil its duties in terms of the Disabled Persons' Parking Places (Scotland) Act 2009 by making disabled driver's parking bays enforceable. Following advertisement of the proposed TRO, four objections had been received.

Summaries of the TRO proposals, consultation responses and objections were provided. The report advised of the options available, in terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 and the Council's procedures, in relation to considering and determining the objections, namely (i) to consider the objections in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn or (ii) to appoint an independent Reporter to convene a hearing to consider the objections. It was proposed and agreed that the Policy Board consider the objections and that no Reporter be appointed on this occasion. Having considered the objections made and which had not been withdrawn it was proposed that the objections be noted and that the implementation of the Traffic Regulation Order as advertised be approved.

### **DECIDED:**

(a) That it be agreed that this Policy Board consider the sustained objections in relation to the Renfrewshire Council (Disabled Persons' Parking Places) (Various Locations, Renfrewshire) Number Six Order 20\*, in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn;

(b) That an independent Reporter be not appointed on this occasion; and

(c) That the objections be noted and that the Director of Environment & Infrastructure, in conjunction with the Convener of this Policy Board be authorised to make the Traffic Regulation Order.

## **6 Traffic Regulation Order - School Parking Exclusion Zones**

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed Renfrewshire Council (Renfrewshire, school streets) (part-time prohibition of motor vehicles) Experimental Order 2020, and to the objections made following

advertisement of the proposals which had not been withdrawn. The report referred to the decisions taken at the meeting of the Council held on 28 February 2019 to commit £0.1 million of recurring revenue resources to continue to tackle the issue of irresponsible parking around schools in Renfrewshire and at the meeting of the Communities, Housing & Planning Policy Board held on 14 January 2020 to implement a pilot exercise, for nine months, of school parking exclusion zones at St Charles Primary School, Lochfield Primary School and St Catherine's Primary School, Paisley and Barsail Primary School, Erskine. It was highlighted that a TRO was required to change the restrictions on the roads around the four schools involved.

Summaries of the TRO proposals, consultation responses and objections were provided. The report advised of the options available, in terms of the Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999 and the Council's procedures, in relation to considering and determining the objections, namely (i) to consider the objections in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn or (ii) to appoint an independent Reporter to convene a hearing to consider the objections. It was proposed and agreed that the Policy Board consider the objections and that no Reporter be appointed on this occasion. Having considered the objections made and which had not been withdrawn it was proposed that the objections be noted and that the implementation of the Traffic Regulation Order as advertised be approved.

#### **DECIDED:**

(a) That it be agreed that this Policy Board consider the four sustained objections in relation to the Renfrewshire Council (Renfrewshire, school streets) (part-time prohibition of motor vehicles) Experimental Order 2020, in fulfilment of the Council's statutory obligations to give consideration to all objections made and not withdrawn;

(b) That an independent Reporter be not appointed on this occasion; and

(c) That the objections be noted and that the Director of Environment & Infrastructure, in conjunction with the Convener of this Policy Board be authorised to make the Traffic Regulation Order.

## **7 Paisley Town Hall - Licence to Occupy Agreement**

There was submitted a report by the Director of Finance & Resources relative to the proposed extension of the existing licence to occupy agreement, with the United Free Church, in respect of the area of land adjacent to Paisley Town Hall, identified on plan E2992A, a copy of which was attached to the report.

The report stated that the Council had previously obtained the consent of the Trustee(s) of the former Abbey Close (United Free) Church to use the land involved as a site compound when undertaking refurbishment contract works to Paisley Town Hall and a licence to occupy agreement had been entered into with a date of entry of 2 September 2019. Due to contractual issues and the implications of Covid-19, the need to extend the agreement had been identified with it anticipated that the agreement required to operate until 30 April 2023. As the Council currently maintained the site, the Trustee(s) of the United Free Church had provisionally confirmed their consent to the extension of the licence to occupy agreement subject to the Council meeting their reasonable professional and legal expenses. It was noted that there would be no licence fee charge.



**DECIDED:** That the Head of Corporate Governance be authorised to extend the existing licence to occupy agreement with the United Free Church on such terms and conditions as deemed necessary to protect the Council's interest.

## **8 Disposal of land adjacent to 42 Crosslee Park, Crosslee**

There was submitted a report by the Director of Finance & Resources relative to the proposed disposal of an area of land, identified on a plan attached to the report, adjacent to 42 Crosslee Park, Crosslee.

The report advised that the area of land involved extended to 23 sqm or thereby and was an area of open space, maintained by Environment and Infrastructure Services, held on the General Services Account. The owner of the property at 42 Crosslee Park, Crosslee, which was adjacent, had expressed an interest in acquiring the land to extend their garden and an agreed purchase price had been reached, subject to the Board declaring the ground surplus. It was highlighted that the applicant would be obliged to obtain planning permission for any proposed change of use, if required; would be liable to meet the Council's reasonable professional and legal expenses incurred in processing the transaction; and that the purchase price of the land would be at a level upon which delegated powers granted to the Head of Property Services for disposal purposes would be utilised.

Confirmation had been received from the Director of Communities, Housing & Planning Services and the Director of Environment & Infrastructure that the area of land involved had no operational requirement and that they were not opposed to the land being declared surplus to requirements. It was highlighted that in the event the land was declared surplus to requirements the Head of Planning and Housing Services would publish an advert in the local press, in terms of the Town and Country Planning (Scotland) Act 1959, in respect of the proposed sale of an area of open space.

### **DECIDED:**

(a) That the area of land located adjacent to 42 Crosslee Park, Crosslee and identified on the plan attached to the report, be declared as surplus to the Council's requirements, with a view to its disposal to the adjacent owner;

(b) That the sale to the adjoining proprietor of 42 Crosslee Park, Crosslee, on such terms and conditions as may be negotiated by the Head of Property Services, utilising delegated power, be authorised;

(c) That the Head of Corporate Governance be authorised to conclude the sale incorporating into the bargain such terms and conditions as deemed necessary to protect the Council's interest; and

(d) That it be noted that the Head of Planning & Housing Services would publish an advert in the local press, in terms of the Town and Country Planning (Scotland) Act 1959, in respect of the proposed sale of an area of open space.

## **9 Lease of the former Fathers Club, Blackstoun Road, Paisley**

There was submitted a report by the Director of Finance & Resources relative to the proposed lease of the former Fathers Club property in Blackstoun Road, Paisley.

The report advised that AS Homes (Scotland) Limited had been appointed as the contractor to construct 101 new Council houses as part of the Tannahill area housing investment strategy. The former Fathers Club property in Blackstoun Road, Paisley was located adjacent to the development site and it was proposed that the property be used by AS Homes (Scotland) Limited as a site office and the provision of welfare facilities in connection with the development. A short-term lease of the property had recently been concluded, using the delegated powers of the Head of Property Services, in order to enable the contractor to take entry. It was noted that the development contract was expected to last approximately 86 weeks and a lease for this period would require Board approval. Discussions had taken place with AS Homes (Scotland) Limited and the main terms and conditions of the lease, which were detailed in the report, had been agreed provisionally.

**DECIDED:** That the Head of Property Services and the Head of Corporate Governance be authorised to conclude a lease of the former Fathers Club property in Blackstoun Road, Paisley, identified on a plan attached to the report, on the terms and conditions contained within the report.

## **10 Proposed declaration of former smallholding at 28 Parkmains, Erskine as surplus to requirements**

There was submitted a report by the Director of Finance & Resources relative to the proposed declaration of the former smallholding, along with the adjacent walled garden, at 28 Parkmains, Erskine as surplus to operational requirements and to the marketing for sale of the buildings and site.

The report stated that the former smallholding at 28 Parkmains, Erskine, along with the adjacent walled garden, measuring an area of approximately 0.4 hectares, was one of a number acquired by the General Services Account when the town of Erskine was formed. The former Renfrew District Council had determined that the smallholding be transferred to the then Housing Committee, in respect of day-to-day management with the surrounding land retained on the General Services Account for future development.

The former smallholding had been occupied until January 2018, when the sitting tenant had been decanted, while external and internal repairs were being considered to ensure the property met Scottish Housing Quality standards. In April 2019 the sitting tenant decided to relinquish their secure tenancy in respect of the property, choosing to remain at the decanted property. Officers considered the cost to bring the smallholding up to the required standards was prohibitive. The property was vacant and located adjacent to a potential small development site and it was the view that an opportunity existed for the site at 28 Parkmains, Erskine to be combined with the adjacent ground to offer a small development opportunity.

In the event the buildings and site were declared surplus to requirements by this Board appropriate arrangements would be made to market the property for sale.

**DECIDED:**

- (a) That the buildings and site, identified in plan E3089, appended to the report, be declared surplus to the Council's operational requirements; and
- (b) That the Head of Property Services be authorised to market the property as available for sale on the open market.

**11 Lease of 43-45 and 65-71 George Street, Paisley**

There was submitted a report by the Director of Finance & Resources relative to the proposed lease of premises at 43-45 and 65-71 George Street, Paisley.

The report advised that the Leadership Board, at the meeting held on 5 December 2018, had approved a new Invest in Renfrewshire initiative which targeted businesses looking to make their first step into commercial premises. Vacant council-owned retail units had been identified at George Street, Paisley for conversion to low-cost, good quality workspaces which would be operated by a third-sector partner, Launch-It, who had proven experience in delivering similar initiatives. The benefits to participating businesses were detailed.

Significant refurbishment and upgrade works have been undertaken by the Council at 43-45 and 65-71 George Street, Paisley, identified on a location plan attached to the report, to facilitate the proposal with the funding for the project allocated from existing Invest in Renfrewshire/Economic Development budgets, the Town Centre Fund and ongoing revenue costs from the charity Launch-It.

A short-term lease of the property had recently been concluded, using the delegated powers of the Head of Property Services, in order to enable Launch-It to take entry of the properties however a longer-term lease was desirable in view of the investment already incurred. Discussions had taken place with Launch-It and it was noted that the main terms and conditions of the lease, which were detailed in the report, had been agreed provisionally.

**DECIDED:** That the Head of Property Services and the Head of Corporate Governance be authorised to conclude a lease of 43-45 and 65-71 George Street, Paisley on the terms and conditions contained within the report.



## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 11 November 2020	14:00	Teams - Virtual Meeting,

#### Present

Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor James Harte, Councillor John Hood, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor James Sheridan, Councillor Andy Steel and Councillor Jane Strang.

#### Chair

Councillor J Shaw, Convener, presided.

#### In Attendance

A Russell, Director of Finance & Resources; G McNeil, Director of Environment & Infrastructure; P Moss, Strategic Planning & Policy Development Manager, B Lambert, Strategic Procurement Manager, A Donaldson, Strategic Commercial Category Manager, G Beattie, Strategic Commercial Category Manager, L Gillan, Strategic Commercial Category Manager and D Christie, Senior Communications Officer (all Chief Executive's); D Gillies, Head of Facilities Management and G Hannah, Infrastructure, Transportation & Change Manager (both Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, P Murray, Head of ICT, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, S Grieves, ERP Senior Responsible Owner, S Fanning, Principal HR & OD Adviser, M Conaghan, Legal & Democratic Services Manager, R Devine, Senior Committee Services Office, P Shiach, Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

#### 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 view on the Council's website.

## **Apology**

Councillor Hood.

## **Declarations of Interest**

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

## **Additional Item**

The Convener indicated that there was an additional item relative to a Contract Authorisation Report - Family Support Services for Children affected by Disability which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which was dealt with at item 25 below, was urgent, authorised its consideration.

### **1 Joint Consultative Board (Non-teaching)**

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 2 September 2020, as attached hereto.

**DECIDED:** That the Minute be noted.

### **2 Revenue and Capital Budget Monitoring as at 18 September 2020**

There was submitted a revenue and capital budget monitoring report by the Director of Finance & Resources relative to revenue and capital budget expenditure and adjustments for the period to 18 September 2020.

**DECIDED:**

(a) That the projected revenue outturn position as detailed in Table 1 of the report be noted, considering that the forecast position was based on best estimates and confirmed government support to date, and that forecasts were likely to be subject to considerable fluctuation as the full service implications and associated costs of the pandemic became clear;

(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.

### **3 Revenue and Capital Budget Monitoring – Council Overview as at 18 September 2020**

There was submitted a revenue and capital budget monitoring report by the Director of Finance & Resources relative to an overview of revenue and capital expenditure for the period to 18 September 2020.

**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 and confirmed government support to date, and that forecasts were likely to be subject to considerable fluctuation as the full service implications and associated costs of the pandemic became clear; and

(b) That the projected capital outturn position detailed in Table 2 of the report be noted.

#### **4 Treasury Management Mid-Year Review 2020/21**

There was submitted a report by the Director of Finance & Resources relative to the mid-year review of treasury management 2020/21. It was highlighted that the report had been prepared in compliance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management in the Public Services Code of Practice.

The report provided a review of the Treasury Management Strategy Statement 2020/21 which incorporated the annual investment strategy, together with a review of the Council's investment portfolio for 2020/21, a review of the Council's borrowing strategy for 2020/21 and a review of compliance with treasury management.

**DECIDED:** That treasury management activity for the period 1 April to 9 October 2020 be noted.

#### **5 Service Update - Finance & Resources**

Under reference to paragraph 9 of the Minute of the meeting of this Policy Board held on 2 September 2020, there was submitted a further update report by the Director of Finance & Resources relative to key service areas of activity, within this Board's remit, providing an outline of priorities to Spring 2021 and highlighting key areas of focus and plans for next steps to support the Council's recovery plans. An update on performance was set out in the Appendix to the report.

**DECIDED:** That the report and the appended performance information for 2019/20 be noted.

#### **6 Service Update – Chief Executive's Service**

Under reference to paragraph 8 of the Minute of the meeting of this Policy Board held on 2 September 2020, there was submitted a further update report by the Chief Executive relative to key service areas of activity, within this Board's remit, providing an outline of priorities through to Spring 2021 and highlighting key areas of focus and plans for next steps to support the Council's recovery plans. An update on performance was set out in the Appendix to the report.

**DECIDED:** That the report and the appended performance information for 2019/20 be noted.

## **7 Service Update - Facilities Management**

Under reference to paragraph 10 of the Minute of the meeting of this Policy Board held on 2 September 2020, there was submitted a further update report by the Director of Environment & Infrastructure relative to key areas of activity within this Board's remit, providing an outline of priorities through to Spring 2021 and highlighting key areas of focus and plans for next steps to support the Council's recovery plans. An update on performance was set out in the Appendix to the report.

**DECIDED:** That the report and the appended performance information for 2019/20 be noted.

## **8 ICT Acceptable Use Policy (AUP)**

There was submitted a report by the Director of Finance & Resources relative to a review of the ICT Acceptable Use Policy (AUP) that reflected the current technology landscape and use of ICT facilities.

The revised policy had been developed to protect the Council's electronic assets, data and information and to take account of the Council's current ICT facilities and best practice. The aim of the revised policy was to ensure that individuals could make the most of the Council's ICT facilities to carry out their duties responsibly. A copy of the revised AUP was appended to the report.

**DECIDED:**

(a) That the ICT Acceptable Use Policy, as appended to the report, be approved; and

(b) That it be agreed that the ICT Acceptable Use Policy be reviewed on a two-yearly basis.

## **9 Chief Executive's Service - Annual Health & Safety Report 2019/20 and Action Plan 2020/21**

There was submitted a report by the Chief Executive relative to the Annual Health & Safety Report 2019/20 and Action Plan 2020/21. The report included an annual progress report for 2019/20 as Appendix 1 and an Action Plan for 2020/21 as Appendix 2.

The annual progress report 2019/20, Appendix 1, detailed arrangements for the management of health and safety within the Chief Executive's service, demonstrated the commitment to continuous improvement in health and safety performance and summarised achievements from 1 April 2019 to 31 March 2020, including the impact of the Covid-19 pandemic on health and safety arrangements for the service.

The Action Plan 2020/21, Appendix 2, set out the planned actions the service would undertake during 2020/21, outlined the service's commitment to continuous improvement and included specific priority actions to be progressed in response to the Covid-19 pandemic.

**DECIDED:**



(a) That the annual progress report 2019/20, as set out in Appendix 1 to the report, be noted; and

(b) That the Chief Executive's Service Health & Safety Action Plan 2020/21, as set out in Appendix 2 to the report, be approved.

## **10 Finance & Resources Health and Safety Report and Plan 2020/2022**

There was submitted a report by the Director of Finance & Resources relative to the Health & Safety Report and Plan 2020/22. A copy of the Plan was appended, as Appendix 1 to the report, and included a performance report on activity during 2019/20. The action plan 2020/22, attached as Appendix 2, detailed key areas of performance and specific priority actions to be taken forward in response to the Covid-19 pandemic.

### **DECIDED:**

(a) That the annual progress report 2019/20, as set out in Appendix 1, be noted; and

(b) That the Finance & Resources Health & Safety Action Plan 2020/21, as set out in Appendix 2, be approved.

## **11 Finance & Resources: Health and Safety Mid-Year Review**

There was submitted a report by the Director of Finance & Resources relative to the 2020/21 mid-year review of health and safety activities within Renfrewshire Council. The report provided an update on the health and safety arrangements and performance of the Council in managing health, safety and wellbeing during the period 1 April to 30 September 2020. The report outlined the Council's commitment to the health, safety and wellbeing of employees during the Covid-19 pandemic and public health crisis and took into consideration the Council's response to the Scottish Government publication "Coronavirus (Covid-19): Scotland's route map through and out of the crisis".

**DECIDED:** That the report be noted.

## **12 Contract Authorisation Report for the Support, Maintenance and Hosting of Business World**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a negotiated contract for the support, maintenance and hosting of Business World to Unit 4 Business Software Limited.

### **RECORDING OF DISSENT**

Councillor Sharkey having moved an amendment that failed to find a seconder requested, in terms of Standing Order 24, that his dissent be recorded.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for the support, maintenance and hosting of Business World to Unit 4 Business Software

Limited following completion of negotiations on the terms to the satisfaction of the Head of Corporate Governance and the Director of Finance & Resources;

(b) That it be agreed that the contract would be for a period of eight years from the date of commencement (Go-live date) plus the option to extend for a year, on two separate occasions, anticipating a start date of 27 November 2020;

(c) That it be agreed that the contract value would be £475,000 per annum excluding VAT, plus an annual increase attributable to the Consumer Price Index (CPI) to be applied annually throughout the life of the contract including the extension periods if taken up. The total contract value including all extension periods if utilised would be £4,750,000 excluding VAT plus any annual CPI increases; and

(d) That, as the contract allowed additional exceptions of cost should the number of users within the Council increase and additional licences need to be added during the contract, a contingency value of 10% of the annual contract value be approved for licence scalability.

### **13 Removal, Relocation and Warehouse Storage Services Framework**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a multi-supplier framework agreement for removal, relocation and warehouse storage services (RC-CPU-19-478).

#### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to enter a framework agreement for removal, relocation and warehouse storage services (RC-CPU-19-478) with the following tenderers:

(i) Lot 1– Removal, Relocation and Warehouse Storage Services for ad hoc requirements, as ranked in the following order:

1st Kelerbay Limited t/a Doree Bonner International;  
2nd Harrow Green Limited t/a Restore Harrow Green;  
3rd Richard Healey Removals Ltd;

(ii) Lot 2 – Removal, Relocation and Warehouse Storage Services for Homeless Services as ranked in the following order:

1st Kelerbay Limited t/a Doree Bonner International  
2nd Richard Healey Removals Ltd  
3rd Clockwork Removals Ltd;

(b) That it be noted that the framework agreement would be for an initial period of three years with the option, at the sole discretion of the Council, to extend the framework agreement for a period of one year to a maximum of four years;

(c) That it be noted that the framework agreement was anticipated to commence on 25 January 2021 or otherwise as confirmed in the letter of acceptance;

(d) That a contract value of £500,000.00 excluding VAT be authorised under the framework agreement (both lots) for the maximum period of four years;

(e) That it be noted that the framework agreement had no guarantee as to the continuity and value of work; and

(f) That it be noted that each tenderer awarded rights to participate under Lot 2 of the framework agreement would be required to enter into a Data Processor Agreement with the Council.

## **14 Warden Call Maintenance, Servicing and Reactive Repairs**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a measured term contract for warden call maintenance, servicing and reactive repairs (RC-PCU-20-095) to OpenView Security Solutions Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a measured term contract for Warden Call Maintenance, Servicing and Reactive Repairs to OpenView Security Solutions Limited;

(b) That the award of a measured term contract up to a total contract value of £425,000.00 excluding VAT for the contract period (initial and both extension periods) be approved;

(c) That an initial contract period of three years with the option to extend on two separate occasions each for a period of 12 months be approved. The contract was anticipated to commence on 18 January 2021 or otherwise as confirmed in the letter of acceptance; and

(d) That it be noted that OpenView Security Solutions Limited would be required to enter into a Data Processor Agreement with the Council.

## **15 Braids Road Reconstruction Scheme**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure, as required in terms of the Council's Standing Orders Relating to Contracts, relative to a change to the scope of the works for the Braids Road Reconstruction Scheme in Paisley contract and the subsequent increases in both cost and duration.

The report detailed the changes to the scope of the works that were now required and the reasons for those changes. A contract value of £176,408.20 had been approved previously and the estimated cost of the additional works was £430,000.00 excluding VAT. It was noted that the contract completion date had also been revised to 6 December 2020.

### **DECIDED:**

(a) That it be noted, in accordance with paragraph 20.3 of the Council's Standing Orders relating to Contracts, that the increased value of the contract was above £100,000.00 or a further 25% of the awarded contract value;

(b) That it be noted, in accordance with paragraph 34.3 of the Council's Standing Orders relating to Contracts, that agreement to vary the contract had been reached between the Director of Environment & Infrastructure, the Head of Corporate Governance and the Head of Policy & Commissioning;

(c) That it be noted that due to the additional work involved and as the land had been identified as contaminated, the intended completion date of 25 September 2020 had been amended to 6 December 2020; and

(d) That it be noted that because of the changes outlined in the report, the initial price of the works had risen from the original £176,408.20 excluding VAT to an estimated £430,000.00 excluding VAT.

## **16 Corporate Skip Hire**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a service contract for corporate skip hire (RC-CPU-20-015) to Envva Scotland Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for corporate skip hire to Envva Scotland Limited;

(b) That an initial contract term of two years, with the Council having the option to extend for up to 12 months on two separate occasions, subject to contract performance, be approved;

(c) That an anticipated contract commencement date of 7 December 2020 be noted, with the actual commencement to be confirmed in the letter of acceptance;

(d) That a maximum contract value of up to £500,000 excluding VAT be approved; and

(e) That it be noted that due to the reactive nature of this service provision, a consistent workflow was not guaranteed therefore the estimated annual value of the contract was undefined. The contract would remain in place for the length of the stated period or until the cumulative value of business under the contract reached £500,000.

## **17 Refurbishment and Installation of the Junction Situated at Renfrew Road and Netherhill Road**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for the refurbishment and installation of the junction situated at Renfrew Road and Netherhill Road to Hillhouse Quarry Group Limited t/a MacAsphalt.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for the

refurbishment and installation of the junction situated at Renfrew Road and Netherhill Road, Paisley to Hillhouse Quarry Group Limited, t/a MacAsphalt;

(b) That it be noted that the contract would commence on 11 January 2021 with an anticipated completion date of 21 July 2021 and the actual dates would be confirmed in the letter of acceptance; and

(c) That it be noted that the contract sum was £292,427.60 excluding VAT.

## **18 Term Contract for a Planned Programme of In-Service Inspection and Testing of Electrical Equipment.**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a term contract for a planned programme of in-service inspection and testing of electrical equipment (RC-CPU-19-065) to Norwood Electrical (UK) Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for a planned programme of in-service inspection and testing of electrical equipment to Norwood Electrical (UK) Limited;

(b) That a spend under the contract of up to £500,000.00 excluding VAT be authorised;

(c) That it be noted that the contract would be formed under the SBCC Measured Term Contract for use in Scotland, MTC/Scot (2011 Edition) terms and conditions incorporating the Council's amendments (Employer's Amendments); and

(d) That it be noted that the contract would be for three years commencing on or around 6 January 2021, with the Council having sole discretion to exercise the option to extend the contract for further periods with the total of any extension periods awarded not exceeding 24 months.

## **19 Term Contract for the Statutory Maintenance and Reactive Repairs of CCTV, Fire Alarm and Intruder Alarm Systems (including the Provision of an Alarm Monitoring Service)**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a term contract for the statutory maintenance and reactive repairs of CCTV, fire alarm and intruder alarm systems (including the provision of an alarm monitoring service) (RC-CPU-17-135) to Boston Networks Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for the statutory maintenance and reactive repairs of CCTV, fire alarm and intruder alarm systems (including the provision of an alarm monitoring service) to Boston Networks Limited;

(b) That a spend under the contract of up to £1,000,000.00 excluding VAT be authorised;

(c) That it be noted that the contract would be formed under the SBCC Measured Term Contract for use in Scotland, MTC/Scot (2011 Edition) terms and conditions incorporating the Council's amendments (Employer's Amendments); and

(d) That it be noted that the contract would be for three years commencing on or around 6 January 2021, with the Council having sole discretion to exercise the option to extend the contract for further periods with the total of any extension periods awarded not exceeding 24 months.

## **20 Treatment of Post-consumer Recyclate Consisting of Mixed Glass, Cans and Plastic**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a services contract for the treatment of post-consumer recyclate that consisted of mixed glass, cans and plastic (RC-CPU-20-108) to Levenseat Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a service contract for the treatment of post-consumer recyclate that consisted of mixed glass, cans and plastic to Levenseat Limited;

(b) That it be noted that the contract was for 15 months from the contract commencement date of 3 December 2020 or such other date as specified in the letter of acceptance;

(c) That it be noted that the Council had the option to exercise a break clause and terminate the contract every five months from commencement without penalty or compensation payable to the service provider where the Council identified such a proposed contract rate did not represent best value and did not match the emerging market conditions associated with mixed glass, cans and plastic; and

(d) That a total contract value of up to £345,393.15 excluding VAT be authorised.

## **21 Treatment of Post-consumer Recyclate Consisting of Paper, Card and Cardboard**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a service contract for treatment of post-consumer recyclate consisting of mixed paper, card and cardboard (RC-CPU-20-107) to Regen Waste Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a service contract for treatment of post-consumer recyclate consisting of mixed paper, card and cardboard to Regen Waste Limited;

(b) That it be noted that the contract was for 15 months from the anticipated contract commencement date of 3 December 2020 or such other date as specified in the letter of acceptance;

(c) That it be noted that the Council had the option to exercise a break clause and terminate the contract every five months from commencement without penalty or compensation payable to the service provider where the Council identified such a proposed contract rate did not represent best value and did not match the emerging market conditions associated with mixed glass, cans and plastic; and

(d) That a total contract value of up to £712,782.88 excluding VAT be authorised.

## **22 White Cart Footbridge**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for strengthening the White Cart footbridge to W I & A Gilbert Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for strengthening the White Cart footbridge to W I & A Gilbert Limited;

(b) That a spend of up to £365,683.90 excluding VAT plus an additional 10% contingency for any unforeseen circumstances, be authorised;

(c) That it be noted that the contract was funded fully by Strathclyde Partnership for Transport and Sustrans Limited; and

(d) That it be noted that the start date was 1 December 2020, or as confirmed in the letter of acceptance, with an anticipated completion date of 31 March 2021.

## **23 National Care Home Contract Minute of Variation: 6 April 2020 to 5 April 2021**

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the progression of Minutes of Variation to the National Care Home Contract (NCHC) for providers listed in Appendix A to the report for the period 6 April 2020 to 5 April 2021.

The report advised that the form of the NCHC had been agreed at a national level between the Convention of Scottish Local Authorities, Scotland Excel, Coalition of Care and Support Providers and Scottish Care (representing the Care Home Providers).

The services in Renfrewshire continued under the existing NCHC, in accordance with revised rates agreed in national negotiations. Providers had been asked to formally confirm their agreement to the Minute of Variation for the period 6 April 2020 to 5 April 2021 in accordance with the agreed revised rates as detailed in the report. The revised rates had been used to calculate the weekly charge payable and paid from 6 April 2020. It was highlighted that the revised NCHC took account of the Scottish Government's Living Wage initiative and required all providers to pay all care workers

a minimum of £9.30 per hour with effect from 6 April 2020.

**DECIDED:**

(a) That it be noted that the Minute of Variation for changes to the National Care Home Contract commenced on 6 April 2020 for the period to 5 April 2021;

(b) That it be noted that in line with the decision taken for the previous Minute of Variation, the increases in fees payable by 3.51% for nursing and 3.54% for residential now being applied for period 6 April 2020 to 5 April 2021 were in accordance with the rates as agreed nationally by the Convention of Scottish Local Authorities, Scotland Excel, Coalition of Care and Support Providers and Scottish Care (representing the Care Home Providers);

(c) That it be noted that the formal Minute of Variation for the period 6 April 2020 to 5 April 2021 had been issued to the providers listed within the appendices to this report for their completion; and

(d) That it be noted that the total spend during this period under all National Care Home Contracts would be approximately £26 million excluding VAT.

## **24 Request to Suspend Part of Standing Order 18.1 of the Standing Orders Relating to Contracts for the Demolition of existing buildings on Chivas Regal Site, Paisley**

There was submitted a joint report by the Chief Executive, the Head of Policy & Commissioning and the Head of Corporate Governance relative to the suspension of part of the wording in Clause 18.1 of Standing Orders relating to Contracts to permit use of the Quick Quote procedure for the demolition of existing buildings on the Chivas Regal Site, Paisley.

The report detailed the urgency of the works and the course of action now being taken.

**DECIDED:**

(a) That it be agreed that the application of the words “and the estimated value is below the Threshold” contained in Clause 18.1 of the Council’s Standing Orders relating to Contracts be suspended in respect of the contract for the demolition of existing buildings on the Chivas Regal site, Paisley; and

(b) That it be noted that the suspension would not impact on the process of seeking approval to award the contract or the outcome of the tender evaluation and that the recommendation to award would require the prior authorisation of this Policy Board in accordance with Standing Order 27.4 of the Council’s Standing Orders relating to Contracts.

## **25 Provision of Family Support Services for Children Affected by Disability (RC-CPU-19-293)**

There was submitted a joint report by the Chief Executive and the Director of Children’s Services relative to the award of a contract for the provision of a family



support service for children affected by disability (RC-CPU-19-293) to Action for Children, subject to meeting the Council's requirements for Health and Safety.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award the contract for the provision of family support services for children affected by disability to Action for Children;
- (b) That the contract be awarded for three years from 1 December 2020 to 30 November 2023 with the option at the discretion of the Council to extend for an additional one year on two occasions until no later than 30 November 2025; and
- (c) That a maximum contract value of £637,299.20 for the entire contract period including available extensions be approved.

## **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 paragraphs 6 and 9 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

## **26 PPP Contract Negotiations and Mediation**

There was submitted a report by the Director of Environment & Infrastructure relative to PPP contract negotiations and mediation.

**DECIDED:**

- (a) That it be noted that negotiations had been taking place regarding the past and future operation of the PPP contract and the outcome of the formal mediation undertaken by the parties.
- (b) That the Director of Environment & Infrastructure be authorised in consultation with the Head of Corporate Governance to finalise the terms of an agreement with Renfrewshire Schools Partnership covering the areas outlined in section 5 of the report; and
- (c) That it be noted that the final legal documentation would be submitted to a future meeting of this Policy Board for approval.



## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 02 September 2020	15:00	Microsoft Teams Platform,

#### Present

Representing Renfrewshire Council Management - Councillors T Begg, J Harte, J McNaughtan, J Paterson and A Steel.

Representing Trade Unions – M Ferguson, M McIntyre, K Kernachan and L Glover (UNISON); and R Stewart (Unite).

#### In Attendance

G McKinlay, Head of Schools (Children Services); A Bennett, Housing Services Manager (Communities, Housing & Planning Services); D Gillies, Head of Facilities Management and G Hannah, Strategic Change Manager (Environment & Infrastructure); L Neary, Head of Transformation HR & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, G Campbell, Principal HR & OD Adviser, G Dickie, Partnering & Commissioning Manager and D Pole, End User Technician and R Devine and T Slater, both Senior Committee Services Office (all Finance & Resources); and S Strachan and M Kirkbride (Renfrewshire Health & Social Care Partnership).

#### Appointment of Chairperson

It was proposed and agreed that Councillor Steel chair the meeting.

**DECIDED:** That Councillor Steel chair the meeting.

#### Convener's Statement

The Convener advised that this meeting would be recorded for subsequent broadcast via the Council's website.

## 2 Apologies

S McAllister (Unite) and S Hicks (UNISON).

## 3 Declarations of Interest

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

## 4 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to activity undertaken in relation to health, safety and wellbeing issues since the previous meeting.

The report indicated that several workstreams had been paused due to the pandemic and that the report focussed on actions and activities undertaken to support the Council's response and recovery plans. Furthermore, it was highlighted that the Health & Safety team had been an integral part of the Council's emergency management team providing guidance as documents had been released by the UK and Scottish Governments, the NHS and Health Protection Scotland. It was noted that consultation and collaboration had been undertaken with the trade unions to ensure the health and wellbeing of those involved in activities.

The report also detailed guidance and policies that had been reviewed and issued, outlined the support provided to front line services in the delivery of emergency and prioritised work, and to employees with underlying health conditions to ensure a safe return to work, advised that a covid-19 web link had been established for the dissemination of guidance and communications to employees. Updates were also provided in respect of activity undertaken relative to the evaluation of contractor's health and safety documentation, submitted as part of the procurement process, Freedom of Information enquiries and the review of arrangements for Renfrewshire House. It was highlighted that a large element of the workload had been undertaking site visits and inspection of all high schools, primary schools, early learning centres and nurseries. Although scheduled meetings of the Corporate Health and Safety Committee had been suspended due to the pandemic weekly meetings with the trade unions continued to take place.

The support and collaboration of the trade unions in tackling the challenging situation was praised by all in attendance.

**DECIDED:** That the report be noted.

## 5 Absence Statistics

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 January to 31 March 2020.

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

number of days lost during the period to 31 March 2020 together with comparative data for previous years.

**DECIDED:** That it be noted that the report reflected the absence statistics for the period 1 January to 31 March 2020.

## **6 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. The report indicated that there was a total of 11 grievances as at March 2020.

**DECIDED:** That the report be noted.

## **7 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 July 2020 and detailing the capacity and Services in which they were engaged. The report advised that as at July 2020, 185 agency workers were employed across all Services.

Reference was made, during discussion, to factors associated with covid-19 which had resulted in the increased use of agency staff.

**DECIDED:** That the report be noted.

## **8 Covid-19: General**

The UNISON representative praised and wished the Board to record its appreciation of the collaborative working which had taken place locally involving front-line employees to address challenges arising from the covid-19 pandemic. Mention was also made to the local government deficit resulting from Covid-19 expenditure, the opportunities to review Service structures, future working practices, processes and procedures which had been identified and implemented as a result of addressing the pandemic and that the potential to continue collaborative working in the future be explored. The sentiments were echoed by members of the Board. Furthermore, it was noted that the potential to formally recognise the exceptional efforts of local front-line employees during the pandemic be explored.

**DECIDED:**

(a) That the Board record its appreciation of the collaborative working which had taken place locally involving front-line employees to address challenges arising from the covid-19 pandemic;

(b) That the information be noted; and

(c) That the potential to formally recognise the exceptional efforts of local front-line employees during the pandemic be explored.

## 9 Social Care - Rest Breaks and Facilities

The UNISON representative expressed concern regarding the lack of progress in providing Social Care employees with suitable toilet and rest break facilities. Reference was made to the need for investment to address the issue, the isolation and vulnerability of the staff grouping involved, the time period that the problem spanned, the lack of availability of public buildings locally and their locations, the need for staff, many of whom walked between sites to include travelling time in their break period. Arrangements that had been put in place by management to try and address this long-term issue and the entry restrictions subsequently imposed as a result of Covid-19 were outlined. Mention was also made to the desirability for additional uniforms to be issued to the employees involved, many of whom were undertaking additional working hours during the pandemic and/or also undertook split shifts, to minimise the need for their daily washing.

It was agreed, following discussion, that management review arrangements in terms of the inclusion of travelling time in staff break periods and the issue of additional uniforms immediately. The Board also agreed that the current situation in terms of provision of break facilities for Social Care employees was unacceptable and that the matter be submitted to the Administration group of the Council for further consideration.

**DECIDED:** That management review arrangements in terms of the inclusion of travelling time in staff break periods and the issue of additional uniforms immediately and that arrangements be made for the matter to be submitted to the Administration group of the Council for further consideration.

## SEDERUNT

Councillors Harte and Paterson left the meeting during consideration of the following item of business.

## 10 Homeworking/Work Expenses during Covid-19 pandemic

The UNISON representative advised that it was possible for the employer to pay a recommended HMRC tax free rate of up to £6 per week to employees in respect of increased costs incurred by them working from home during the current pandemic. Alternatively, employees could claim the tax relief on £6 per week direct from HMRC worth £1.20 per week for a 20% basic rate tax-payer and £2.40 per week for a higher rate tax payer. Reference was made to the relevant Scottish Government guidance available, and the savings already accrued by the Council as a result of home working by employees. It was also noted that the tax self-assessment process was complex.

The Board was advised that a decision had recently been taken by Chief Officers of the Council that employees be signposted to pursue tax relief option in line with the national position and the advice note given to Councils from Cosla. Reference was also made during discussion to the position adopted by other local authorities, and the need for the Council to ensure parity between employees working from home and employees who had worked on the front-line during the pandemic. Political support was sought for Renfrewshire Council to be seen as a model employer and to pay employees directly the HMRC tax free rate of up to £6 per week.

**DECIDED:** That arrangements be made for the matter to be re-submitted to Chief Officers of the Council for further consideration.

## 11 Meetings

The Clerk advised that the next meeting of the JCB Non-Teaching was scheduled to be held at 3pm on 11 November 2020.

The opportunity was taken to highlight that the constitution of the Board, agreed at the meeting held on 4 September 2019, required there to be no less than 5 meetings per year. To date there had only been one meeting of the Board held during 2020. It was agreed that it would not be feasible to convene four meetings of the Board during the remaining months of 2020.

**DECIDED:** That it be noted that the next meeting of the JCB Non-Teaching was scheduled to be held at 3pm on 11 November 2020 and that otherwise the position be noted.





## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 12 November 2020	10:00	Remotely by MS Teams ,

#### Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

#### Chair

Councillor McNaughtan, Convener, presided.

#### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer, P Shiach, Committee Services Officer, J Barron, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing) (for items 1 to 8(b) only), N Barr, Administrative Assistant (for items 1 to 7 only), G McIntosh, Civic Government Enforcement Officer (for items 1 to 7 only), K Marriott, Administrative Assistant and E Graham, Administrative Assistant (all Finance & Resources).

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

#### Apologies

Councillor Hughes and Councillor Rodden.

## Declarations of Interest

Councillor Devine declared a non-financial interest in item 8(b) of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## 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 3 of the agenda before item 2 of the agenda; item 4(c) of the agenda after item 4(a) of the agenda; and items 8(c) and 8(d) of the agenda after item 8(a) of the agenda.

### 1 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:-

Evangelos Chasouras

There was no appearance by or on behalf of Mr Chasouras. The Convener proposed that the application be considered in Mr Chasouras'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.

### 2 Management of Offenders (Scotland) Act 2019

There was submitted a report the by Director of Finance & Resources relative to the Management of Offenders (Scotland) Act 2019.

The report intimated that the provisions contained in Part 2 of the Management of Offenders (Scotland) Act 2019 would come into force on 30 November 2020. These provisions altered the current rules in relation to when convictions no longer required to be disclosed as set out in the Rehabilitation of Offenders Act 1974.

The Policy Memorandum published when the new legislation was introduced set out that the consequences of a person having to disclose convictions for long periods of time could have an ongoing impact on matters such as their employment. The Act sought to achieve a balance between the interests of people not having to disclose their previous offending and the rights of the public to be protected.

The report detailed the impact upon the various type of application that came before the Board, the main change being that many convictions would become spent at an earlier date and would no longer require to be disclosed to the Board. A table detailing the new disclosure period was appended to the report.

It was noted that the special rules contained in the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2013 for taxi and private hire car drivers and landlords would remain in place. The Board would continue to have the power to consider spent/protected convictions in appropriate cases.

**DECIDED:** That the terms of the report be noted.

### **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:-

Rajeev Kumar PH0784

Mr Kumar, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed (i) that Mr Kumar's application be granted for a period of two years and that standard condition 1 of his licence be amended to enable Mr Kumar to operate his present vehicle for a further six months, until 12 May 2021; and (ii) that standard condition 1 be further amended in that Mr Kumar's present vehicle be subject to three-monthly inspections from the date it would be seven years old from first registration. This was agreed unanimously.

**DECIDED:**

(a) That Mr Kumar's application be granted for a period of two years and that standard condition 1 of his licence be amended to enable Mr Kumar to operate his present vehicle for a further six months, until 12 May 2021; and

(b) That standard condition 1 of his licence be further amended in that Mr Kumar's present vehicle be subject to three-monthly inspections from the date it would be seven years old from first registration.

### **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.

### **4 Applications for Exemption from Driver's Duties under Section 165 of the Equality Act 2010 - Personal Appearances**

There were submitted the undernoted applications for exemption from driver's duties under Section 165 of the Equality Act 2010. The applicants had been asked to appear personally for the first time:

(a) Iain Urquhart T2489

Mr Urquhart, the applicant, was not in attendance, having previously indicated that he wished his application to be determined by way of a written submission. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Urquhart's current Taxi Driver's Licence. This was agreed unanimously.

**DECIDED:** That the application be granted for the duration of Mr Urquhart's current Taxi Driver's Licence.

(b) Christopher McMillan T2209

Mr McMillan, the applicant, was not in attendance, having previously indicated that he wished his application to be determined by way of a written submission. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr McMillan's current Taxi Driver's Licence. This was agreed unanimously.

**DECIDED:** That the application be granted for the duration of Mr McMillan's current Taxi Driver's Licence.

## **Adjournment**

The meeting adjourned at 10.35 am and reconvened at 11.10 am.

(c) James Tiffoney T0171

Mr Tiffoney, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be granted for the duration of Mr Tiffoney's current Taxi Driver's Licence. This was agreed unanimously.

**DECIDED:** That the application be granted for the duration of Mr Tiffoney's current Taxi Driver's Licence.

## **Adjournment**

The meeting adjourned at 11.35 am and reconvened at 11.40 am.

## **5 Renewal 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:-

Gordon Rooney P0171

Mr Rooney, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be granted for a period to expire three months from today's date and that a condition be attached that the applicant attend an appointment with the Council's occupational health service within that time. This was agreed unanimously.

**DECIDED:** That the application be granted for a period to expire three months from today's date and that a condition be attached that the applicant attend an appointment with the Council's occupational health service within that time.

## **Sederunt**

Councillor Montgomery left the meeting prior to consideration of the following item of business.

## **Order of Business**

In relation to items 6 and 7 below, the Convener proposed that both applications be considered together and that separate decisions be made. This was agreed unanimously.

### **6 Surrender and Re-issue of Taxi Operator's Licence - Personal Appearance**

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: Gordon Muir  
Proposed Operator: Robert Ashe  
Licence No.: TX148

### **7 Renewal of Taxi Operator's Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Taxi Operator's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application:-

Gordon Muir TX148

Mr Muir, one of the applicants, joined the meeting by telephone call prior to the applications being considered. The Assistant Managing Solicitor (Licensing) advised Mr Muir that neither Mr Ashe nor Police Scotland had joined the meeting at this point and that Mr Ashe would be excluded during certain discussions except with Mr Muir's consent. Mr Muir agreed to Mr Ashe being in attendance throughout consideration of both applications.

Mr Ashe, the other applicant, joined the meeting by telephone call at this point and Sergeant Robertson, on behalf of the Chief Constable who had submitted an objection to Mr Muir's application for Renewal of Taxi Operator's Licence, joined the meeting by video call.

The Convener advised that both applications would be considered together and that separate decisions would be made. Mr Muir and Mr Ashe agreed to this.

After consideration of all matters before the Board, the Board adjourned to allow members to consider both applications. The meeting reconvened and the Convener proposed (i) that the application for surrender and re-issue of the Taxi Operator's Licence be granted; and (ii) that the application for renewal of the Taxi Operator's Licence be granted for a period of two years and issued to Mr Ashe in terms of the approved application for surrender and re-issue. This was agreed unanimously.

**DECIDED:**

(a) That the application for surrender and re-issue of the Taxi Operator's Licence be granted; and

(b) That the application for renewal of the Taxi Operator's Licence be granted for a period of two years and issued to Mr Ashe in terms of the approved application for surrender and re-issue.

## **Adjournment**

The meeting adjourned at 12 noon and reconvened at 1.30 pm.

## **Sederunt**

Councillor Audrey Doig was not in attendance when the meeting reconvened.

## **8 Applications for Landlord Registration - Personal Appearances**

There were submitted the undernoted applications for grant of Landlord Registration. The applicants had been asked to appear personally for the first time together with Police Scotland:-

(a) Darren Quigley

Mr Quigley, the applicant, joined the meeting by video call together with Sergeant Robertson, Police Scotland, who also joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

(b) David Wright

Mr Wright, the applicant, joined the meeting by video call together with Sergeant Robertson, Police Scotland, who also joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

## **Adjournment**

The meeting adjourned at 14.40 pm and reconvened at 14.45 pm.

(c) Ylli Pashko

Mr Pashko, the applicant, was not in attendance, having previously indicated that he wished his application to be determined by way of a written submission. Sergeant Robertson, Police Scotland, joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

## **Declaration of Interest**

Councillor Devine having declared a non-financial interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

## **Sederunt**

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

(d) Robbie McCutcheon

Mr McCutcheon, the applicant, joined the meeting by telephone call together with Sergeant Robertson, Police Scotland, who joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

**DECIDED:** That the application be refused.





## Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 17 November 2020	14:00	Microsoft Teams Platform,

### Present

Councillor Bill Binks, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson.

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

K Dalrymple, Development Plans & Housing Strategy Team Leader (Independent Planning Adviser to the Local Review Body); A McLaughlan, Senior Solicitor (Litigation and Regulatory Services) (Independent Legal Adviser to the Local Review Body); R Devine, Senior Committee Services Officer (Clerk to the Local Review Body); P Shiach, Committee Services Officer, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (Finance & Resources).

### Apology

Councillor Brown.

### Declarations of Interest

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

### Procedure Note

The Convener summarised the procedure to be followed at the meeting of the Local Review Body (LRB), a copy of which had been circulated to members prior to the meeting.

## 1 Notice of Review LRB 02.20

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the proposed refurbishment of an existing domestic garage to be used as a commercial dog day-care facility at 172 Hawkhead Road, Paisley. (20/0077/PP)

The following materials were before members in relation to the Notice of Review:

- (i) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice; and
- (ii) The Notice of Review, together with supporting statement and productions submitted by the applicant.

The Convener confirmed that the LRB required to decide whether it had sufficient information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 20/0077/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the Local Development Plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. The Convener proposed that the application be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 20/0077/PP be refused due to the potential unacceptable noise impact on surrounding residential properties and the surrounding residential area generally as a result of barking dogs and vehicular movement, the proposal would not comply with the requirements of Policy P1 of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019), and the associated New Development Supplementary Guidance, which seek to maintain acceptable levels of amenity within residential areas.

## 2 Notice of Review LRB 03.20

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the erection of four detached houses (in principle) at 9 Mill Brae, Bridge of Weir, PA11 3LD (19/0814/PP).

The following materials were before members in relation to the Notice of Review:

- (i) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice; and
- (ii) The Notice of Review, together with supporting statement and productions submitted by the applicant.

The Convener confirmed that the LRB required to decide whether it had sufficient information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 19/0814/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the Local Development Plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. The Convener proposed that the application be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 19/0814/PP be refused as the development would result in additional traffic manoeuvres onto Mill Brae and its junction with Main Street. The access proposed would be unacceptable and could reduce road safety on both Mill Brae and Main Street. The proposal is therefore contrary to the terms of Policy P1 of both the Adopted Renfrewshire Local Development Plan (2014) and the Proposed Renfrewshire Local Development Plan (2019) and the associated Supplementary Guidance which seek to ensure that proposals are compatible and complementary to existing uses and should cause no significant harm.



## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 19 November 2020	10:00	Remotely by MS teams,

#### Present

Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Andy Steel, Councillor Jane Strang

#### Chair

Councillor McNaughtan, Convener, presided.

#### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), A McLaughlin, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer, P Shiach, Committee Services Officer, J Barron, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing), G McIntosh, Civic Government Enforcement Officer (for items 1 to 3 only), K Marriott, Administrative Assistant and E Graham, Administrative Assistant (all Finance & Resources).

#### Recording

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

#### Apologies

Councillor Mackay and Montgomery.

## Declarations of Interest

There were no declarations of interest 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 items 7(c) and 7(d) of the agenda after item 7(a) of the agenda and item 7(b) of the agenda after item 7(d) of the agenda.

### 1 Variation of Private Hire Car Operator's Licence - Personal Appearance

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

MD Mamun-Ar Rashid PH1626

Mr Rashid, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed (a) that Mr Rashid's application for variation be granted for a period of six months from today's date and that standard condition 1 of his licence be amended to enable Mr Rashid to operate his present vehicle MF63 RZA for a further six months until 18 May 2021; and (b) that standard condition 1 be further amended in that Mr Rashid's present vehicle be subject to three-monthly inspections from the date it would be seven years old from first registration. This was agreed unanimously.

#### **DECIDED:**

(a) That Mr Rashid's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Rashid to operate his present vehicle MF63 RZA until 18 May 2021; and

(b) That standard condition 1 be further amended in that Mr Rashid's present vehicle be subject to three-monthly inspections from the date it would be seven years old from first registration.

### 2 Variation of Late Hours Catering Licences

There were submitted the undernoted applications for variation of Late Hours Catering Licences:-

(a) Applicant: Wm Morrison Supermarkets plc  
Premises: Napier Street, Johnstone  
Variation: 18 to 23 December 2020 – 11.00 pm to 5.00 am  
Licence No.: LHC086

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

**DECIDED:** That the application be granted.

(b) Applicant: Wm Morrison Supermarkets plc

Premises: Anchor Mill, Paisley

Variation: 18 to 23 December 2020 – 11.00 pm to 5.00 am

Licence No.: LHC087

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

**DECIDED:** That the application be granted.

### **3 Travelling Funfairs (Licensing) (Scotland) Bill: Call for Views**

There was submitted a report by the Director of Finance & Resources relative to the introduction of a Member's Bill in the Scottish Parliament in relation to the licensing of travelling funfairs and seeking approval of a proposed response to a call for views on the Bill.

The report advised that the Council currently had a policy, similar to all other local authorities in Scotland, which required funfairs in its area to be licensed as a type of public entertainment under the licensing provisions of the Civic Government (Scotland) Act 1982.

On 1 February 2018, the Board considered a report in relation to a consultation on a proposal for a Member's Bill concerning the licensing of travelling funfairs. The Board agreed the terms of a response to that consultation and expressed concerns over some aspects of the proposal, particularly the likely impact on local communities whose ability to object to applications for licences appeared likely to reduce should the Bill proceed and become law.

Following the previous consultation, the Bill received sufficient support and the Travelling Funfairs (Licensing) (Scotland) Bill, was introduced in the Scottish Parliament earlier this year. The Bill aimed to make the licensing of travelling funfairs quicker, simpler, cheaper and more uniform across council areas.

The report indicated that the Local Government and Communities Committee of the Parliament had launched a call for views on the Bill, the closing date for responses was 7 December 2020. The proposed response was appended to the report.

**DECIDED:**

(a) That the terms of the proposed response to the call for views, as appended to the report, be approved; and

(b) That the contents of the report be otherwise noted.

## **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.

## **Adjournment**

The meeting adjourned at 10.15 am and reconvened at 10.25 am.

## **4 Grant of Private Hire Car Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for grant 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 an objection to application (a) and a representation to application (b):-

(a) Sahil Malikzai

Mr Malikzai, the applicant, joined the meeting by telephone call together with Inspector Hay, on behalf of the Chief Constable who had submitted an objection to the application, who joined by video call. 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.

(b) Mark Monteith

There was no appearance by or behalf of Mr Monteith. Inspector Hay, on behalf of the Chief Constable who had submitted a representation to the application, joined the meeting by video call. 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 10.55 am and reconvened at 11.15 am.



## 5 Hearing into Possible Removal from Register of Private Landlords - Personal Appearance

The Board considered the possible removal from the Register of Private Landlords. The landlord had been asked to appear personally for the first time together with Police Scotland:-

Alan Mackin

Mr MacIver, Solicitor, representing Mr Mackin, joined the meeting by video call together with Inspector Hay, Police Scotland, who joined the meeting by telephone call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this matter. The meeting was reconvened and the Convener proposed that no action be taken and that the landlord be not removed from the Register of Private Landlords. This was agreed unanimously.

**DECIDED:** That no action be taken and that the landlord be not removed from the Register of Private Landlords.

## Sederunt

Councillor Audrey Doig left the meeting prior to consideration of the following item of business.

## 6 Applications for Landlord Registration - Personal Appearances

There were submitted the undernoted applications for grant of Landlord Registration. The applicants had been asked to appear personally for the first time together with Police Scotland:-

(a) Calum Watt

Mr Watt, the applicant, joined the meeting by telephone call together with Inspector Hay, Police Scotland, who also joined by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

(b) Kevin McCaig

Mr McCaig, the applicant, joined the meeting by video call together with Inspector Hay, Police Scotland, who joined by telephone call. 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 three years. This was agreed unanimously.

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

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

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

(a) Muhammed Abbasi

Mr Abbasi, 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.

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

(b) Malik Ijaz

Mr Ijaz, 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.

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

(c) Khairullah Mangal

Mr Mangal, 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.

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

(d) Mohammad Ishfaq

Mr Ishfaq, 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.

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

## Minute of Meeting

### Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 23 November 2020	10:00	remotely via Teams,

### Present

Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Emma Rodden, Councillor Jim Sharkey

### In Attendance

M Moran, Assistant Economic Development Manager and Lead Officer (Chief Executive's); D Gillies, Head of Facilities Management (Environment & Infrastructure Services); L Neary, Head of Transformation, HR and OD, A MacArthur, Head of Finance, A McMahon, Chief Auditor, K Locke, Risk Manager, A Connor, Records Manager, R McFarnon, Service Delivery Manager (Customer Operations), S Fanning, Principal HR & OD Adviser, D Pole, End User Technician, D Low, Democratic Services Manager; A McNaughton and C MacDonald, both Senior Committee Services Officers (all Finance & Resources).

### Also in Attendance

J Cornett, M Ferris and A Haar (Audit Scotland).

### Declarations of Interest

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

## 1 Audit Scotland Report to those Charged with Governance - 2019/20 Renfrewshire Council Annual Accounts

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the 2019/20 Renfrewshire Council financial statements; the findings from the audit of the annual accounts; and their other audit

activity over the course of 2019/20.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973.

In accordance with International Auditing Standards (ISA260) Audit Scotland was obliged to report to those charged with the governance of the organisation matters which had arisen in the course of the audit. A copy of the findings from the audit of the 2019/20 Renfrewshire Council accounts was attached as an appendix to the report.

Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2020. However, for 2019/20, the Coronavirus (Scotland) Act 2020 provided flexibility to the deadline and it had been extended to 30 November 2020.

**DECIDED**: That the report and attached Audit Scotland report be noted.

## **2 Audited Annual Accounts 2019/20 - Renfrewshire Council**

There was submitted a report by the Director of Finance & Resources relative to the audit of the Annual Accounts 2019/20, a copy of which was appended to the report.

The report intimated that the 2019/20 unaudited Annual Accounts were approved at the meeting of the Council held on 25 June 2020. Each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a true and fair view of the financial position of the Council and its income and expenditure for the year; and also whether they had been prepared in accordance with the relevant regulations.

The report advised that there were three changes made to the annual accounts over the course of the audit in relation to the valuation of the pension liability, the valuation of Plant, Property and Equipment and Creditors. Other reclassification and presentational changes had also been agreed.

**DECIDED**: That it be agreed that the report and attached audited annual accounts 2019/20 be noted and recommended to the Council for approval.

## **3 Audit Scotland Report to those Charged with Governance - 2019/20 Common Good Funds and Coats Observatory Trust Annual Accounts**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the Common Good Funds and charities controlled by the Council for 2019/20.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and Coats Observatory Trust controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

A copy of the 2019/20 audited Annual Accounts for the Common Good funds and Coats Observatory Trust controlled by the Council was attached as an appendix to the report. Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2020. However, for 2019/20, the Coronavirus (Scotland) Act 2020 provided flexibility to the deadline and it had been extended to 30 November 2020.

**DECIDED** That the report and attached Audit Scotland reports be noted.

#### **4 Audited Financial Statements 2019/20 - Common Good Funds and Coats Observatory Trust**

There was submitted a report by the Director of Finance & Resources relative to the audited annual accounts of the Common Good Funds and charities controlled by the Council for 2019/20.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and charities controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

The report advised that there were no significant changes to the annual accounts required over the course of the audit process and minor presentational changes were agreed.

A copy of the 2019/20 audited Annual Accounts for the Common Good funds and charities controlled by the Council was attached as an appendix to the report.

**DECIDED**: That the attached 2019/20 audited financial statements for the charities controlled by the Council be noted and the report be recommended to the Council for approval.

#### **5 Internal Audit and Counter Fraud Progress and Performance for Period to 30 September 2020**

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 July to 30 September 2020 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 focus over the last year had been on increasing fraud awareness amongst employees to prevent fraud from occurring against the Council. 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.

The report advised that as a result of the COVID-19 pandemic, the majority of fraud investigation work had been suspended until September 2020. This work had now recommenced with priority being given to those areas with the greatest fraud risk. Joint working with the DWP's Single Fraud Investigation service had also temporarily ceased and they were awaiting a date for the work to recommence. Referrals for consideration of fraud investigations were still being passed to the DWP. All of the Counter Fraud Team were currently working from home.

It was noted that the Internal Audit team were also working from home full-time and were continuing to work on planned audit assignments which were able to be undertaken remotely. The team were also providing advice and support where necessary to council services. In addition, a review of the current audit plan had been undertaken to take account of the current situation and proposed amendments to the plan were included in the report.

#### **DECIDED:**

(a) That the Internal Audit and Counter Fraud Team progress and performance to 30 September 2020 be noted;

(b) That the proposed amendments to the Annual Internal Audit Plan for 2020/2021 be approved; and

(c) That authority be delegated authority to the Chief Auditor to continue to monitor and, if necessary, revise the Internal Audit Plan, in consultation with the Convener, for the remainder of the year to March 2021. Any amendments made under this delegation would be reported to members in the annual report.

## **6 Summary of Internal Audit Reports for period 01 July to 30 September 2020**

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.

An appendix to the report detailed the category of assurance, service, engagement and 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 July to 30 September 2020.

The report intimated that in addition to the reports listed in the Appendix, Internal Audit had an ongoing commitment to a range corporate and service initiatives, progress information security matters in partnership with ICT and Legal Services, provided

regular advice to officers, provided Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to Renfrewshire Leisure Limited and Renfrewshire Health and Social Care Integration Joint Board, coordination of the Council's Corporate Risk Management activity and management of the counter fraud, risk management and insurance team.

**DECIDED**: That the summary of Audit findings report for the period 1 July to 30 September 2020 be noted.

## **7 Audit Scotland Report - The National Fraud Initiative 2018/2019**

There was submitted a report by the Chief Auditor relative to Audit Scotland's report on the National Fraud Initiative (NFI) 2018/2019 which was published in July 2020, a copy of which was appended to the report.

The report highlighted that Scottish public bodies had recorded outcomes of £15.3 million arising since the last NFI report in June 2018. The cumulative outcomes from the NFI in Scotland were now around £143.6 million and £1.93 billion across the UK.

**DECIDED**: That the report from Audit Scotland and the position in relation to Renfrewshire Council's arrangements be noted.

## **8 Audit Scotland Report - Covid-19 Emerging Fraud Risks**

There was submitted a report by the Chief Auditor relative to a series of reports which Audit Scotland had begun publishing relating to the Covid-19 pandemic. The first report was published in July 2020, entitled 'Covid-19: Emerging Fraud Risks', a copy of which was appended to the report.

The report highlighted that since the start of the pandemic, the risk of fraud and error had increased throughout all of the Public Sector as organisations became stretched, and controls and governance were changed. The report detailed the range of fraud risks emerging from the Covid-19 crisis to date and provided some recommended actions for public bodies in order to help reduce these risks.

**DECIDED**: That the report from Audit Scotland, and Renfrewshire Council's arrangements, which were in place in relation to the recommended actions that organisations could take to reduce the emerging public sector fraud risks, be noted.

## **9 Audit Scotland Report - Covid 19 Guide for Audit and Risk Committees**

There was submitted a report by the Chief Auditor relative to a series of guides which Audit Scotland had developed for public bodies and auditors in relation to the risks arising from Covid-19. The Guide for Audit and Risk Committees had been published in August 2020, a copy of which was appended to the report.

The guide focused on the short-term challenges facing public bodies in the response phase of the pandemic and highlighted key areas that audit and risk committees required to focus on.

**DECIDED**: That the Audit Scotland Covid-19 Guide for Audit and Risk Committees be noted.

## 10 Strategic, Corporate and Service Risks

There was submitted a report by the Director of Finance & Resources relative to the strategic and corporate risk registers.

The report advised that the strategic and corporate risk registers were usually refreshed on an annual basis; led by the Corporate Risk Management Group (CRMG), on behalf of and in consultation with the Corporate Management Team. In addition, each service department maintained its own risk management plan in respect of the operational risks within their areas of responsibility. The CRMG had been preparing the risks to be submitted to the Audit, Risk and Scrutiny Board for approval when the UK went into lockdown in response to the global pandemic. Since March 2020, the risk management priority of the organisation had focused firstly on the corporate risk for the response to Covid-19 and then on the recovery from Covid-19. Over more recent months however, it had become clear that rather than have separate risks relating to Covid-19, the more appropriate approach was to review all existing risks for Covid-19 impact, and further, reconsider the council's full risk profile as viewed now through the Covid-19 experience. This work had now been completed, agreed by the Emergency Management Team and included within the report.

To assist with understanding how the CRMG had approached its review of the strategic and corporate risk profile and also to help provide a clear audit trail of the transition from the former risk profile to the new one the audited trail of change from previous risk was outlined in appendix 1 the report.

Last year, risks were sub-categorised as being 'imminent, longer-term and business as usual,' with longer-term challenges reported in detail and a summary only for business as usual risks. Given the amount of change however arising from this specific review, all risks were presented in their full form as appendices 2-4 to the report.

The report highlighted that the Council now had five very high (red) risks which went well beyond the Council's appetite for risk and ordinarily would have been deemed to be 'unacceptable.' However, given that the risks were largely being driven by external factors outwith the Council's control, there was little option but to continue to carefully manage and monitor these.

**DECIDED**: That the strategic, corporate and key service risks be approved and the Board be assured regarding the methodologies used to ensure the appropriate risks were being identified and managed.

## 11 Risk Management Annual Report 2019/20

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2019/20 in relation to the Council's risk management arrangements and strategic risk management objectives. A copy of the Risk Management Annual Report for 2019/20 was appended to the report.



The report intimated that in exceptionally challenging times and with diminishing resources, the Council continued to apply an appropriate level of risk management to prevent or mitigate the effects of loss or harm. In doing so, it was recognised that good risk management contributed to the delivery of better financial outcomes, business objectives, better project success rates, achievement of targets and fewer unexpected problems. An environment that was risk 'aware' rather than risk 'averse' was purposefully promoted and every effort was being made to place risk management information at the heart of the key decisions that were being made which meant that an effective approach to managing risk could be taken in a way that both addressed the significant challenges and enabled innovation.

**DECIDED:**

- (a) That the Annual Report and significant contribution that it made with regard to the Council's corporate governance arrangements be noted; and
- (b) That the future plans as outlined in section 9 of the attached Appendix be noted.

## **12 Scottish Information Commissioner - Annual Report and Accounts 2019/20: Freedom of Information in a Changing Environment**

There was submitted a report by the Director of Finance & Resources relative to the annual report and accounts 2019/20 by the Scottish Information Commissioner.

The report intimated that the Freedom of Information (Scotland) Act 2002 (FOISA) created a general right to obtain information from any designated Scottish public authority subject to limited exemptions. The Annual Report for 2019/20 reviewed the role of Freedom of Information (FOI) in a changing environment. The Commissioner advised that as the report covered up until the end of March 2020, much of the impact of the Covid-19 pandemic would be more apparent in the following year's report.

The Commissioner's 2019/20 annual report highlighted some positive key messages and important trends in the Freedom of Information (FOI) landscape in Scotland.

It was noted that in total there had been 79,300 FOI requests in Scotland in 2019/20 which was a decrease of 6% on the previous year. Renfrewshire Council received 1,691 FOI requests in 2019/20 compared to 1,729 in 2018/19.

Across Scotland 2.3% of requests resulted in a requirement for review. The Council received 17 requirements for review in 2019/20 compared to 41 the previous financial year.

The report advised that since the last report submitted to the Board on 20 January 2020 which advised that there was one further valid appeal application for the year 2019, which was decided in favour of the Council, there had been no further appeals for 2019/20.

The report advised that the low level of requirement for review compared to the high volume of requests processed by the Council indicated that the Council continued to manage its responsibilities well.

**DECIDED:**

(a) That the contents of the Scottish Information Commissioner's annual report be noted: and

(b) That the information on the numbers of FOI requests, reviews and appeals involving the Council as indicated in paragraph 3.4 of the report be noted.

**13 Absence Statistics Q1 20/21**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the quarter 1 ending 30 June 2020 and for quarter 2 ending 30 September 2020.

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.

The report intimated that short-term absences had reduced and it was thought that this might have been due to: 'working from home arrangements' which allowed people to more easily continue to work when they may have been feeling slightly unwell; less people had been circulating and interacting due to non-essential workplace activities being closed down thereby reducing the opportunity for transmission of short-term ailments when working or commuting; and there had been a strong sense of community and commitment reflected in the workforce ethos to continue to deliver essential services during such an unprecedented time. It was noted that longer term absences had risen slightly compared to the same time last year, but it was thought that this might have been due to a range of wider factors including increased anxieties around the impact of the Covid-19 virus.

**DECIDED:** That the report on absence statistics for the quarter 1 ending 30 June 2020 and for quarter 2 ending 30 September 2020 be noted.

**14 Scottish Public Services Ombudsman (SPSO) Annual Report 2019/20**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) Annual Report 2019/20.

The report intimated that the SPSO was the final stage for complaints about Councils, the National Health Service, housing associations, colleges, universities, prisons, most water providers, the Scottish Government and its agencies and departments and most Scottish authorities. The Health Sector was the sector about which the SPSO received most complaints (36%) with Local Authority receiving the second highest number (31%). No complaint details for specific organisations were included in the report. However, information was received separately from the SPSO relative to Renfrewshire which indicated that the number of complaints received by the SPSO was 47 which was the same as 2018/19. Of the 47 complaints determined during the period none went to investigation stage. The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2019/20 the Council received 7,633 complaints compared with 8,200 in 2018/19.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted of the 47 complaints against Renfrewshire Council determined by the SPSO in 2019/20 none went to investigation stage.

## **15 Commissioner for Ethical Standards in Public Life in Scotland - Annual Report 2019/20**

There was submitted a report by the Director of Finance & Resources relative to the annual report by the Commissioner for Ethical Standards in Public Life in Scotland.

The report provided details of the investigation of complaints about the conduct of councillors, members of devolved public bodies and MSPs and scrutiny of Scotland's Ministerial public appointments process. The report also related to the Commissioner's 2020/24 strategic plan, looked forward to the 2020/21 period of the plan and provided an overview of the 2019/20 budget.

The report also advised that the Ethical Standards Commissioner, who commenced on 1 April 2019 had implemented a restructure plan to reshape the service to better meet the needs of MSPs, Councillors, Board Members and members of the public. This had proved incredibly challenging and had been punctuated by the pandemic but had delivered significant benefits.

Nationally during 2019/20 the Commissioner received 284 complaints compared with 173 in 2018/19. The subject matter of the complaints was detailed in the report, however, it was highlighted that the largest category of complaints related to quasi-judicial or regulatory applications.

No specific figures relative to Renfrewshire Council were included in the Commissioner's report. However, information had been received separately from the Commissioner that, during the period covered by the report five complaints had been received compared with three in 2018/19 and four in 2017/18.

The report noted that, due to the lockdown arrangements, the Council had not been able to deliver against the Council's induction programme of events and development opportunities for councillors. However, elected members were provided with many opportunities for training and the Head of Corporate Governance was available for members for advice on the Code of Conduct generally and specifically in relation to the registration and declaration of interests.

**DECIDED:**

(a) That the 2019/20 annual report by the Commission for Ethical Standards in Public Life in Scotland be noted; and

(b) That the actions taken in Renfrewshire in relation to the Code of Conduct and members' development opportunities be noted.

## **16 Conversion of Grassed Areas to Parking - Lead Officer Michael Moran**

There was submitted a report by the Lead Officer which summarised the evidence and findings following the review and outlined a number of recommendations.

The report outlined the purpose and scope of the review, included summaries of the information reported to each Board meeting and highlighted the key findings, conclusions and proposed recommendations.

After discussion, the Board agreed that the approved report be submitted to a future meeting of the Council.

### **DECIDED:**

- (a) That it be agreed that the report be approved; and
- (b) That it be approved that the report be submitted to Council to be held on 17 December 2020.

### **RECORDING OF DISSENT**

Councillor Sharkey, being the mover of an amendment, which failed to find a seconder asked that his dissent be recorded in terms of Standing Order 24.

### **Exclusion of Press and Public**

The Board resolved that the press and public be excluded from the meeting during consideration of the following item 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 paragraphs 1 and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## **17 Summary of Internal Audit Investigation Report for Period 01 July to 30 September 2020**

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 reported on the findings and conclusions of audit engagements to the Board. The Appendix to the report provided a summary of the findings of an internal audit investigation.

**DECIDED:** That the summary of the Internal Audit Investigation finalised during the period from 1 July to 30 September 2020 be noted.

## Minute of Meeting Council

Date	Time	Venue
Thursday, 26 November 2020	09:30	Teams Meeting,

### Present

Councillor Jennifer Marion Adam-McGregor, Councillor Tom Begg, Councillor Derek Bibby, Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Carolann Davidson, Councillor Eddie Devine, Councillor Andy Doig, Councillor Audrey Doig, Councillor Natalie Don, Councillor Alison Jean Dowling, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Alistair Mackay, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Eileen McCartin, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

### Chair

Provost L Cameron presided.

### In Attendance

S Black, Chief Executive; M Crearie, Director of Communities, Housing & Planning Services; A Russell, Director of Finance & Resources; L Mahon, Head of Marketing & Communications, L McIntyre, Head of Policy & Commissioning and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); J Trainer, Head of Child Care and Criminal Justice and J Calder, Head of Service Curriculum & Quality (both Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, D Low and L Belshaw, Democratic Services Managers and R Devine, Senior Committee Services Officer (all Finance & Resources); V Hollows, Chief Executive Renfrewshire Leisure; and D Leese, Chief Officer and S Strachan, interim Chief Officer, (both Renfrewshire Health & Social Care Partnership).

## **Also Attending**

J Cornett, A Haahr and M Ferris, Audit Scotland.

## **Recording of Teams meeting - Special Meeting of Renfrewshire Council - 26 November 2020**

The Provost advised 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.

## **1 Annual Audit Report from Audit Scotland - 2019/20 Renfrewshire Council Annual Accounts**

Under reference to item 1 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 23 November 2020, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the Council's financial statements which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report intimated that each year the Council's appointed external auditors carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973.

The report also highlighted that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit.

In this connection, a copy of the Annual Audit Report prepared by Audit Scotland was appended to the report, together with a copy of the draft letter of representation provided by the Council's Chief Financial Officer to Audit Scotland outlining assurances the Council had provided to the external auditor in respect of the accounts.

It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council required to consider and approve the annual accounts for signature no later than 30 September each year but that the Coronavirus (Scotland) Act 2020 had extended this deadline to 30 November 2020.

**DECIDED:** That the Annual Audit Report prepared by Audit Scotland be noted and that the letter of representation provided by the Council's Chief Financial Officer to Audit Scotland in respect of the accounts be approved.

## **2 Audited Annual Accounts 2019/20 - Renfrewshire Council**

Under reference to item 2 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 23 November 2020, there was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2019/20 annual accounts, which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the 2019/20 unaudited Renfrewshire Council Annual Accounts had been approved at the meeting of the Council held on 25 June 2020. Subsequently, the audit process had been substantially completed and an audit opinion, free from qualification, had been provided by Audit Scotland. It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council required to consider and approve the annual accounts for signature no later than 30 September each year and that the Coronavirus (Scotland) Act 2020 had extended this deadline to 30 November 2020.

It was noted that Audit Scotland had previously provided a report detailing all matters arising over the course of the 2019/20 audit to the meeting of the Council's Audit, Risk and Scrutiny Board, held on 23 November 2020, for consideration and that there had been three material changes to the accounts over the course of the audit in relation to (i) the valuation of the pension liability, (ii) the valuation of Council dwellings and (iii) recognition of an asset and a liability in relation to the Clyde Valley Waste facility but that these changes had no impact on the revenue outturn position of the Council or on the available two balances reported in the unaudited accounts. The Renfrewshire Council audited annual accounts 2019/20 were submitted for consideration and, if appropriate, signature.

**DECIDED:** That the audited Renfrewshire Council annual accounts 2019/20, as appended to the report, be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

## **3 Audit Scotland Report - 2019/20 Common Good Funds and Coats Observatory Trust Annual Accounts**

Under reference to item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 23 November 2020, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the financial statements of the charities controlled by Renfrewshire Council which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charities controlled by Renfrewshire Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

The report also highlighted that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit.

In this connection, copies of the Annual Audit Reports prepared by Audit Scotland were appended to the report, together with copies of the draft letters of representation provided by the Council's Chief Financial Officer to Audit Scotland outlining assurances the Council had provided to the external auditor in respect of the accounts.

It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, the Council required to consider and approve the annual accounts for signature no later than 30 September each year and that the Coronavirus (Scotland) Act 2020 had extended this deadline to 30 November 2020.

**DECIDED:** That the Annual Audit Reports by Audit Scotland attached to the report be noted; and that the letters of representation provided by the Council's Chief Financial Officer to Audit Scotland in respect of the accounts be approved.

#### **4 Audited Financial Statements 2019/20 – Common Good Funds and Coats Observatory Trust**

Under reference to item 4 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 23 November 2020, there was submitted a report by the Director of Finance & Resources relative to the audit of the 2019/20 financial statements of charities controlled by Renfrewshire Council which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the 2019/20 unaudited financial statements of charities controlled by Renfrewshire Council had been approved at the meeting of the Council held on 25 June 2020. A copy of the audited Trustees' Annual Report and Financial Statements 2019/20 for the charities controlled by the Council was attached as an appendix to the report for consideration and, if appropriate, approval.

**DECIDED:** That the Audited Annual Accounts 2019/20 for charities controlled by Renfrewshire Council, attached to the report, be approved.

#### **5 Governance Arrangements**

There was submitted a report by the Director of Finance & Resources relative to proposed changes to representation on various forums and amendment of the Delegations to Officers section within the Council's Scheme of Delegated Functions.

The report detailed proposed adjustments to the Conservative group's representation on the Audit, Risk & Scrutiny Board, Communities, Housing & Planning Policy Board, Leadership Board, Renfrewshire Licensing Board and CoSLA; advised of changes to the proposed membership of the Cultural Recovery and Renewal Fund Panel and the membership of the Climate Change Sub-Committee; and outlined a proposed amendment to the Delegations to Officers within the Council's Scheme of Delegated Functions to enable the Director of Communities, Housing & Planning Services and the Head of Communities and Public Protection to authorise the exercise of enforcement powers by Trading Standards and Environmental Health officers and their managers where the enforcement powers were included within legislation in response to the Covid-19 epidemic.



**DECIDED:**

- (a) That the Council approve the appointment of (i) Councillor Graham to the Leadership Board, Communities, Housing & Planning Policy Board and Renfrewshire Licensing Board; (ii) Councillor Strang to the Audit, Risk & Scrutiny Board; and (iii) Councillor Graham as one of the Council's representatives to CoSLA in place of Councillor J MacLaren;
- (b) That Councillor Devine and McCartin's membership of the Cultural Recovery and Renewal Fund Panel be noted;
- (c) That the membership of the Climate Change Sub-committee be extended by one administration member, being Councillor Hughes, and one other opposition member, being Councillor McCartin; and
- (d) That the Delegations to Officers section within the Council's Scheme of Delegated Functions be amended to allow the Director of Communities, Housing and Planning Services and the Head of Communities and Public Protection to authorise the exercise of enforcement powers by Trading Standards officers, Environmental Health officers and their managers on the Council's behalf where those enforcement powers were included in legislation in response to the Covid-19 epidemic.



## Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 02 December 2020	13:00	Teams meeting,

### Present

Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Neill Graham, Councillor Jim Harte, Councillor Lisa-Marie Hughes, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor James Sheridan

### Chair

Councillor Nicolson, Convener, presided.

### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

### In Attendance

S Black, Chief Executive; M Crearie, Director of Communities, Housing & Planning Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L Mahon, Head of Communications & Marketing, L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Regeneration, B Walker, City Deal Project Director, K Waters, Programme Manager, S Jones, Assistant Manager Regeneration and D Christie, Senior Communications Officer (all Chief Executive's); J Calder, Head of Early Years & Broad General Education and J Trainer, Head of Child Care & Criminal Justice (both Children's Services); F Carlin, Head of Planning & Housing Services, O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (all Communities, Housing & Planning Services) K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, R McGrath, Head of Business & Customer Services, L Neary, Head of Transformation, HR and OD, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering &

Commissioning Manager and L Belshaw and D Low, Democratic Services Managers (all Finance & Resources); S Strachan, Interim Chief Officer, Renfrewshire Health and Social Care Partnership; and V Hollows, Chief Executive, Renfrewshire Leisure.

## **Declarations of Interest**

Councillor Hughes declared a non-financial interest in respect of items 1, 5 and 9 of the agenda as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor McCartin declared a non-financial interest in respect of items 1, 5 and 9 of the agenda as she was a member of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

## **Declarations of Interest**

Councillors Hughes and McCartin having previously declared an interest in the following item remained in the meeting.

### **1 Revenue and Capital Budget Monitoring Report**

There was submitted a joint report by the Chief Executive, Director of Finance & Resources and Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the projected revenue and capital outturn positions as at 31 March 2021 across all services reporting to this Board. For financial year 2020/21 the projected outturn position was split into core (business as usual) and Covid-19 related variances to outline the impact of the pandemic on service finances.

The report intimated that there was a projected annual overspend of £2.244 million in revenue expenditure and there were £6.866 million capital budget adjustments. Details of these variances were outlined 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 at sections 4 and 6 of the report be noted.

## 2 Climate Change Sub-committee

There was submitted the Minute (attached hereto) of the meeting of the Climate Change Sub-committee held on 28 October 2020.

**DECIDED:** That the Minute be approved.

## 3 Climate Change Update

Under reference to item 3 of the Minute of the meeting of the Board held on 16 September 2020 there was submitted a report by the Chief Executive relative to the activities being progressed by the Climate Change Sub-committee and seeking the homologation of the submission by officers of the Public Sector Climate Duties report to the Scottish Government by the statutory deadline of 30 November 2020.

The report intimated that the first meeting of the Sub-committee took place on 28 October 2020. The Minute of the Sub-committee was considered at item 2 of this Minute. At its meeting the Sub-committee received an update in relation to recent policy developments; funding announcements; and on the Council's consultation on the creation of biodiversity areas in communities. The appendix to the report was the Public Sector Climate Duty report which was prepared and submitted to the Scottish Government on an annual basis and which had also been considered by the Sub-committee.

It was proposed that members be provided with an update in relation to the catchment area study with Inverclyde Council. This was agreed.

**DECIDED:**

(a) That the update in terms of activities being progressed by the Climate Change Sub-committee be noted;

(b) That the submission to the Scottish Government by officers of the Public Sector Climate Change Duties Report 2019/20, as appended to the report, by the statutory deadline of 30 November 2020 be homologated; and

(c) That members be provided with an update in relation to the catchment area study with Inverclyde Council.

## 4 Right for Renfrewshire – Change & Transformation Programme 2020/21 – 2022/23

Under reference to item 2 of the Minute of the meeting of the Board held on 19 February 2020 there was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the Council's change and transformation programme Right for Renfrewshire (R4R) which had been paused in response to the Council and its resources being fully focussed on managing the Covid-19 response. It was noted that the R4R programme had quickly become much more critical as a consequence of the impact of Covid-19 with the achievement of medium term financial sustainability now an acute challenge for the Council.

The report intimated that the delivery and implementation of tranche 1 transformation changes had been disrupted and delayed as had work to bring forward and develop the second tranche. The report provided an update on the revised implementation arrangements for the tranche 1 service redesigns, which the Corporate Management Team had been remobilising. The report noted that Covid-19 continued to significantly impact corporate capacity and this was now expected to continue well into 2021 which in turn would push back the work to establish plans for further tranches of change projects. However, the report highlighted that the experience of the Covid-19 response had in some instances reaffirmed the existing direction of travel and had accelerated some aspects of transformation, particularly in relation to the digitisation of services where uptake in transacting digitally with the Council and households registering to use the Council's Customer Portal had increased significantly.

### **DECIDED:**

- (a) That the latest update on the Right for Renfrewshire Programme be noted;
- (b) That the progress achieved in relation to the tranche 1 service redesigns and the revised implementation timelines in the context of the disruption caused by the Covid-19 pandemic to the programme delivery be noted;
- (c) That it be noted that the expectation that the delivery of future savings from the programme was now expected to be significantly altered from previous planning assumptions by the ongoing impact of the Covid-19 response and recovery period and that the impact of this significant change had informed the recommended adjustments made to the financial strategy approved by Council in September 2020; and
- (d) That it be noted that further reports would be brought to future cycles of the Board to provide updates on the progress achieved in relation to the identification of those service areas that would be proposed to constitute tranche 2 of the programme.

## **Declarations of Interest**

Councillors Hughes and McCartin having previously declared an interest in the following item remained in the meeting.

## **5 Best Value Assurance Report - Progress Update on Improvement Plan**

There was submitted an update report by the Chief Executive relative to progress achieved to date in relation to the Best Value Assurance Report for Renfrewshire Council published by the Accounts Commission on 31 August 2017. The report noted that overall the Assurance report had been positive and at that time Audit Scotland had also provided direction on the key areas on which the Council should focus its improvement activities going forward, and had made seven recommendations. An action plan which set out the Council's actions to progress these recommendations relating to areas such as cross-party working; community engagement; partnership working; financial sustainability; workforce planning and governance arrangements had been approved by the Council in September 2017. Initially progress against recommendations had been reported to Board on a six-monthly basis. However, given the significant progress achieved to date this was now done on an annual basis as agreed with Audit Scotland. This annual progress report also included actions relating to best value which had been recommended by Audit Scotland within its Annual Audit

Report which found that the Council continued to make good progress in addressing the recommendations of the Best Value Assurance Report.

**DECIDED:** That the progress achieved in terms of implementing the Best Value Assurance Report improvement plan as detailed the appendix to the report be noted.

## 6 Council Plan Progress Update

There was submitted an update report by the Chief Executive relative to Council-wide progress in relation to existing Council-plan priorities and the ongoing Covid-19 response. The report intimated that the position throughout 2020 had and continued to be very challenging for services and progress in terms of implementing actions set out within the Council Plan and Service Improvement Plans had been impacted significantly. The report also recognised that due to the different context in which services were operating there was a requirement to review existing priorities and activities to ensure that the right type of support was provided to local people, communities and businesses going forward.

The appendix to the report provided a summary of progress against key actions and indicators with the full outturn position for 2019/20. It was noted that in recognition of the importance of regular and relevant service improvement and performance information, work had now commenced to review service improvement planning processes and to develop a revised reporting schedule for progress updates to be provided to policy boards. The report proposed that services provide an interim update on performance within the next service update reports to policy boards from January 2021 with new service improvement plans to be submitted to policy boards from March 2021 which fully reflected the impact of Covid-19 on services.

### **DECIDED:**

(a) That progress achieved against the strategic outcomes since the last update to the Board in December 2019 as outlined in the appendix to the report be noted; and

(b) That the proposed approach and schedule for reporting performance and developing Service Improvement Plans in 2020 be noted.

## 7 EU Exit

Under reference to item 9 of the Minute of the meeting of the Board held on 4 December 2019 there was submitted an update report by the Chief Executive on the current national position on the UK's exit from the European Union and summarised key areas of interest for local government alongside local preparedness information.

It was noted that although the global Covid-19 pandemic and subsequent UK lockdown had impacted discussions on the UK's exit from the EU, negotiations and the associated legislative programme had continued to progress, particularly in recent months. The report intimated that to date negotiations between the UK Government and the EU had not yet been concluded so the shape of the future relationship between the UK and the EU remained subject to uncertainty. In October 2020 the Prime Minister had commented that the UK should 'get ready' to trade without an agreement and local authorities had continued to prepare jointly for this potential outcome with CoSLA.

In terms of preparedness for the end of the transition period, officers had continued to review activities in relation to availability of goods and services; support for vulnerable people, particularly around food insecurity; support for businesses; the EU settlement scheme, migration and the movement of people; workforce support including communications to staff and signposting to all relevant information; and financial risk, data protection and security.

It was proposed that members be provided with information in relation to State Aid arrangements once the UK had left the EU CoSLA's position on this. This was agreed.

**DECIDED:**

- (a) That the updated information outlined in the report be noted;
- (b) That the activities undertaken by Council officers to prepare for the end of the transition period be noted; and
- (c) That members be provided with information in relation to State Aid arrangements once the UK had left the EU and CoSLA's position on this.

## **8 Digital Strategy Update**

Under reference to item 4 of the Minute of the meeting of the Board held on 16 September 2020 there was submitted an update report by the Director of Finance & Resources relative to progress against the eight key workstreams within the Digital Strategy.

The report intimated that the Council's digital strategy closely aligned to the national Digital Strategy for Scotland and would be progressed through the eight key workstreams of digital council; digital foundations; digital place; digital leadership and skills; smart data; digital citizen; digital health and social care; and digital learning and teaching. Each of the workstreams was led by a Head of Service and detailed action plans were being developed for each area of activity. An internal Digital Board had also been established to ensure that there was collaboration across these workstreams and to ensure that priority actions were driven forward at pace collectively. The report proposed that updates would be provided to the Board on a six-monthly basis, with the next update due prior to summer 2021.

**DECIDED:**

- (a) That the progress made to date against the eight key workstreams identified within the Digital Strategy be noted; and
- (b) That it be agreed that future progress updated be provided to the Board every six months.

## **Declarations of Interest**

Councillors Hughes and McCartin having previously declared an interest in the following item remained in the meeting.



## 9 Renfrewshire Visitor Plan 2018-2021- Final Year Update

There was submitted a report by the Chief Executive relative to the final year update of the 2018/21 Renfrewshire Visitor Plan. The report intimated that the Visitor Plan had been developed with national partners and the local sector and had been approved by the Board in December 2017. The priority actions to be delivered within the Plan's three-year lifecycle included: establishment of a tourism business network; sharing data and insights; improving the attractiveness of entry points to the area; increasing support for volunteer-led attractions; improving the consistency in seasonality and extending opening hours; creating new products, trails and itineraries to spotlight all of Renfrewshire; and to improve facilities and itineraries for travel trade. Annual progress reports had been provided giving a detailed overview of activity and progress against targets.

It was noted that Year 3 activity had been impacted significantly by the Covid-19 crisis with businesses within the tourism sector being amongst the worst affected. The report covered progress made throughout the three-year Plan period and the required refocusing of activity to respond to the immediate and longer-term impact of the Covid-19 pandemic on the tourism sector in Renfrewshire. The report outlined plans being taken forward in relation to the development of a local recovery plan and priority actions.

**DECIDED:** That the completion of the Renfrewshire Visitor Plan 2018/21 and Year 3 progress as outlined in Appendix 3 to the report be noted.

## 10 AMIDS District Heating Network

There was submitted a report by the Chief Executive relative to progress of proposals for a low carbon district heating network (DHN) at the Advanced Manufacturing Innovation District Scotland (AMIDS).

The report intimated that responding to the climate emergency had resulted in ambitious targets to reach net zero greenhouse gas emissions by 2045. The Council had also declared a climate emergencies targets for which included a pledge to work proactively with others to make Renfrewshire Carbon neutral by 2030. The report highlighted that a low carbon district heat solution provided a significant opportunity for AMIDS and Renfrewshire to reduce its future carbon emissions and demonstrate to the rest of Scotland of how a transition to a low carbon future could be achieved. Providing access to an innovative low carbon solution for on-site renewable energy would give AMIDS a competitive advantage over other locations for future investors and would attract further investment and create new and sustainable jobs for Renfrewshire. By developing an ambient loop network, AMIDS would be the first development of its kind in Scotland supplying low carbon heat through a fifth generation heat network. There was also the potential to expand the AMIDS network to supply low carbon heat to other buildings in the surrounding area and these opportunities would be explored by the project team. The report outlined the DHN technology, delivery model; summarised the economic and financial information; and outlined environmental and economic impacts.

**DECIDED:**

(a) That the progress of the District Heating Network which would be the first of its kind in Scotland and the associated business case be noted;

(b) That the Director of Finance & Resources be authorised to accept grant funding as follows:

(i) capital grant offer of match funding of £2.96m received from the Scottish Government and European Regional Development Fund programme Low Carbon Infrastructure Transition Programme (LCITP) as outlined in section 6 of the report;

(ii) revenue grant offer from Ofgem under the Renewable Heat Incentive scheme amounting to £0.09m for 19 years;

(c) That, subject to satisfactorily securing the LCITP funding detailed at decision (b)(ii) above, that it be approved that the project be progressed and appropriately incorporated into the Council's financial planning arrangements;

(d) That the Director of Finance & Resources be authorised to enter into any further relevant funding agreements as outlined in paragraph 6.7 of the report on the basis that such agreements would reduce the funding requirements from the Council; and

(e) That the Head of Corporate Governance be authorised in conjunction with the Director of Finance & Resources to enter necessary legal agreements with the following key stakeholders:

Scottish Water Horizons in relation to the bulk heat source;

The University of Strathclyde on behalf of the National Manufacturing Institute Scotland as initial customer;

The Centre for Process Innovation on behalf of the Medicines Manufacturing Innovation Centre as initial customer.

## **11 Extension to the Scottish Government Town Centre Fund 2020-21**

Under reference to item 11 of the meeting of the Board held on 19 June 2019 there was submitted a report by the Chief Executive relative to a further allocation to Renfrewshire of £527,000 from the Scottish Government's Town Centre Fund 2020/21 and seeking homologation of acceptance of these funds. The report set out the proposed allocation of the funds to projects and initiatives and provides an update on progress of Town Centre Fund projects identified previously in 2019.

The report intimated that in 2019 the Scottish Government launched its £50 million Town Centre Fund shared across all Scottish Local Authorities with Renfrewshire receiving £1,459,000. The purpose of the fund was to drive economic activity and improvements to town centres. The Board at its meeting held on 19 June 2019 had agreed a series of projects, progress against which was set out in the report.

In its Programme for Government in 2020 the Scottish Government announced an £18 million extension to the Town Centre Fund to be distributed using the same rationale as the original fund and under the same terms and conditions of spend. The additional

funding of £527,000 allocated to Renfrewshire required to be spent or at least committed via a works contract by 31 March 2021. Seven projects had been identified as set out in the report following a rapid project identification exercise which had been undertaken in consultation with the Leader and Depute Leader of the Council and opposition group leaders. At the request of the Government and in consultation with the Leader of the Council, the Director of Finance & Resources had accepted by grant prior to the set deadline of 30 September 2020.

**DECIDED:**

(a) That the decision of the Director of Finance & Resources to accept the grant offer from the Scottish Government Town Centre Fund of £527,000 be homologated;

(b) That it be agreed to take forward the projects identified in Table 1 of the report utilising the funding award; and

(c) That authority be delegated to the Head of Regeneration in consultation with the Convener to manage any potential over/underspends from the indicative budgets presented, within the overall programme of projects, and if necessary to bring forward substitute projects to ensure the complete commitment of the grant within financial year 2020/21.

## **12 Scottish Government 'Regeneration Capital Grant Fund 2020/2021' : Award of Grant Funding**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the Scottish Government's Regeneration Capital Grant Fund (RGCF) 2020/21.

The report intimated that the Scottish Government had announced on 10 September 2020 that funding would be available immediately through the RCGF for specific community-led regeneration projects. Formal offers of grant were received on 21 September 2020 and required to be accepted by 5 October 2020 in respect of two Renfrewshire Projects - the Johnstone Community and Wellbeing Hub delivered by Active Communities (Scotland) Limited which received £730,000 and the Mossedge Centre, Linwood, delivered by Linwood Community Development Trust which received £400,000. It was noted that local authorities had not been involved in the selection of the projects. Due to the tight timescale, the Director of Finance & Resources had accepted the grants by the 5 October deadline. Funding was made available immediately and was required to be spent or committed by 31 March 2021. A third-party contract has been prepared which Active Communities and Linwood Community Development Trust would be required to sign in order to bind the groups to the specific terms and conditions of grant and enable them to draw down the grant from the Council. The management and monitoring of the grant would be undertaken by Council officers with progress reports being submitted as required to the Scottish Government. The report sought homologation of the Director's decision to accept the funding and to coordinate delivery of the projects.

**DECIDED:** That the decision of the Director of Finance & Resources to accept the grant offers from the Scottish Government Regeneration Capital Grant Fund 2020/21 of £730,000 for Johnstone Community and Wellbeing Hub and £400,000 for the Mossedge Centre Linwood be homologated.

### **13 Paisley Townscape Heritage/ Conservation Area Regeneration Scheme: Variance to Grant Award - 44 High Street, Paisley**

Under reference to item 10 of the Minute of the meeting of the Board held on 19 February 2020, there was submitted a report by the Chief Executive relative to a proposed variance to a third-party Town Centre Heritage/Conservation area Regeneration Scheme (TH/CARS2) project for a combined building repair and shopfront improvement project at 44 High Street, Paisley.

The report intimated that at the meeting of the Board held on 19 February 2020 a grant of up to £255,000 for building repair and shopfront improvement works to 44 High Street Paisley had been approved. The building had been identified as a priority project and was on the Buildings at Risk Register. Due to the impact of the Covid-19 pandemic which has increased construction costs and delayed the contract a variance of grant was required to ensure completion of the project. In addition the appointed contractor had ceased trading which had necessitated a revision to the tender costs and a new contractor appointed. The report proposed that the approved grant of up to £255,000 was increased to up to £295,000 to meet the increased costs. The variance would be met within approved budgets and any unused grant would be reallocated within the approved TH/CARS2 project.

**DECIDED:** That the variance to the third-party TH/CARS2 grant award as outlined in the report for works to 44 High Street, Paisley be approved, subject to approval by National Heritage Lottery Fund and Historic Environment Scotland.

### **14 Great Place Scheme: Project Extension, Grant Award and Community Grant Scheme**

There was submitted a report by the Chief Executive relative to the Council's Great Place Scheme (the Scheme) project funded by the National Lottery Heritage Fund (NLHF) which aimed to strengthen the network of heritage organisations throughout Renfrewshire by providing focussed support, training and event funding.

The report intimated that the project had made good progress in 2019 engaging with over 70 local organisations from across Renfrewshire. However, the Covid-19 pandemic had had a detrimental impact on these organisations resulting in a review of the Scheme and a request to NLHF for an extension of time to 31 March 2022 and additional grant funding of £50,000 to deliver the project outcomes.

The report indicated that the provision of small grants was within the scope of the Scheme project and a Community Heritage Grant Scheme had been developed based on other Council initiatives such as the Culture, Heritage and Events Fund and a budget of £35,000 was available with grants of up to £5,000 available to organisations who had registered for the Great Place Scheme and participated successfully in training offered through the Scheme.

**DECIDED:**

- (a) That the request for additional grant funding of £50,000 from the National Lottery Heritage Fund for the Great Place Scheme be noted;
- (b) That the proposed extended project end date of 31 March 2022 be noted; and
- (c) That the Great Place Scheme - Community Heritage Grant Scheme, set out in the report for allocating funding to local organisations for community heritage activities be approved.



## Minute of Meeting

### Climate Change Sub-Committee

Date	Time	Venue
Wednesday, 28 October 2020	14:00	Teams Meeting,

#### Present

Councillor Bill Brown, Councillor Neill Graham, Councillor John Hood, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor John Shaw

#### In Attendance

Councillor McCartin; G McNeil, Director of Environment & Infrastructure; L McIntyre, Head of Policy & Commissioning, P Moss, Strategic Planning & Policy Development Officer and G Crawford, Senior Communications Officer (all Chief Executive's); F Carlin, Head of Planning & Housing Services and O Reid, Head of Communities & Public Protection (both Communities, Housing & Planning Services); G Hutton, Head of Operations & Infrastructure and L Rennie, Operations Manager (both Environment & Infrastructure); and M Conaghan, Legal & Democratic Services Manager, T Slater, Senior Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

#### Declarations of Interest

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

## 1 Climate Change Sub-Committee - Meeting Arrangements

There was submitted a report by the Head of Policy and Commissioning regarding the meeting arrangements for the Climate Change Sub-committee.

The report advised that, at its meeting on 16 September 2020, the Leadership Board agreed to establish a Sub-committee of the Board, which would provide oversight of the strategic actions being undertaken by the Council in response to the climate change emergency. The report also outlined the remit, membership and meeting arrangements

for the Sub-committee, as agreed by the Leadership Board.

It was proposed that, when required, the membership of the Sub-committee should be extended to include additional non-voting members. It was further proposed that Councillor Hood be appointed as the Vice-chair of the Sub-committee. Both proposals were agreed.

**DECIDED:**

(a) That the remit of the Sub-committee, as agreed by the Leadership Board at its meeting on 16 September 2020, be noted;

(b) That the membership of the Sub-committee should be extended to include additional non-voting members when required; and

(c) That Councillor Hood be appointed as the Vice-chair of the Sub-committee, in line with the agreed terms of reference.

## **2 Update on the Council's Response to the Climate Emergency**

There was submitted a report by the Head of Policy and Commissioning providing an update on the Council's response to the climate emergency.

The report provided a summary of the work undertaken, to date, by the Council to respond to the climate emergency at a strategic level. It outlined the work undertaken specifically by the Climate Emergency Working Group, following the declaration of a climate emergency by Renfrewshire Council in June 2019.

The report also highlighted the key recommendations agreed by Council at its meeting on 27 February 2020 to respond to the climate emergency, and summarised the detailed actions approved at that time. Whilst service level activities in relation to climate change had continued to be progressed in line with existing priorities, the report noted that, at strategic level, work on the climate change agenda had been paused due to the COVID-19 pandemic.

Following discussion on the appendix to the report, which outlined the key action plan, it was noted that the implementation of the pilot initiative to turn 75 local homes into low energy homes as set out in the 'Energy' section could not be taken forward at this time due to the costs involved. It was proposed that the action set out in the 'Waste' section 'to reduce unnecessary single use plastic use' be changed to 'to eliminate unnecessary single use plastic'. This was agreed.

There was further discussion on various issues, including improving awareness of recycling and promoting better use of Household Recycling Waste Centres, engagement with communities, clarity of the Carbon Offset Plan, the conservation of mature trees in relation to new housing developments and the importance of planning and the Local Development Plan.

**DECIDED:**

(a) That the update provided on the work undertaken, to date, by the Council to strategically respond to the climate agenda be noted;



- (b) That the update on recent policy developments and the impact of Covid-19, outlined in sections 4 and 5 the report, be noted;
- (c) That the next steps for progressing the Council's response to the climate emergency, outlined in section 6 of the report, be agreed; and
- (d) That it be agreed that the action set out in the 'Waste' section in the Appendix 'to reduce unnecessary single use plastic use' be changed to 'to eliminate unnecessary single use plastic'.

### **3 Public Bodies Climate Change Duties Reporting 2019/20**

There was submitted a report by the Director of Communities, Housing and Planning Services regarding the requirements of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020.

The report advised that the Council was required to prepare an Annual Report, detailing progress in helping to mitigate and adapt to climate change. Renfrewshire Council's Public Bodies Climate Change Duties Report for 2019/20, which covered the period 1 April 2019 to 31 March 2020, was appended to the report.

**DECIDED:** That Renfrewshire Council's Public Bodies Climate Change Duties Report for 2019/20 be noted and referred to the Leadership Board for approval at its meeting on 2 December 2020.

### **4 Creation of Biodiversity Areas in Communities - Consultation Outcome**

Under reference to Item 4 of the Minute of the meeting of the Infrastructure, Land and Environment Policy Board held on 26 August 2020, there was submitted a report by the Director of Environment and Infrastructure relative to the outcome of the consultation on the creation of biodiversity areas in communities, which had been undertaken during August and September 2020.

The Director of Environment and Infrastructure and Operations Manager also gave a presentation on the feedback from the consultation, the next steps that would be undertaken and future communication and engagement proposals. Officers responded to members' comments and questions.

**DECIDED:**

- (a) That the outcome of the consultation and support for the development of biodiversity locations in Renfrewshire be noted;
- (b) That the development of biodiversity areas in the locations that received 75% or more positive support from communities over the next 3 years be endorsed; and
- (c) That it be noted that regular updates on the creation of biodiversity panels and proposals to develop wider biodiversity areas would be submitted to future meetings of the Climate Change Sub-committee.



## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Tuesday, 08 December 2020	10:00	Remotely by MS Teams,

#### Present

Councillor Jennifer Marion Adam-McGregor, Ms Elaine McNamara, Councillor Jane Strang.

#### Chair

Councillor Adam-McGregor, Convener, presided.

#### In Attendance

D Briggs, Senior Solicitor (Litigation), R Devine, Senior Committee Services Office, P Shiach, Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

#### Declarations of Interest

There were no declarations of interest 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 Linwood High School: Appeal against the exclusion of a child from attendance

All participants had been invited to attend virtually by means of MS Teams. Consideration was given to an appeal against the exclusion of a child from attendance. C Adam, Senior Solicitor (Finance & Resources), and Miss G Maccartney, Headteacher and Mr B McKenna, Depute Headteacher and the appellant, her niece and their social worker were invited into the meeting.

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeal.

C Adam then presented the case for the Education Authority and led evidence from Mr McKenna and Miss Maccartney in relation to the circumstances surrounding the exclusion.

The appellant then presented her case.

All parties having been given the opportunity to sum up, were thanked for their attendance and left the hearing.

**DECIDED:** That the appeal be determined as follows:-

The Appeals Panel confirmed the Education Authority's decision and agreed unanimously that the Authority had acted in accordance with the Schools General (Scotland) Regulations 1975/1135, regulation 4 in that they considered "that in all the circumstances to allow the pupil to continue his attendance at the school would be likely to be seriously detrimental to order and discipline in the school or the educational well-being of the pupils there".