

## Minute of Meeting Council

Date	Time	Venue
Thursday, 15 December 2022	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Provost Cameron, Convener, presided.

## **In Attendance**

A Russell, Chief Executive; M Crearie, Director of Communities & Housing Services; G McNeil, Director of Environment & Infrastructure; A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, B Walker, Programme Director (City Deal & Infrastructure), L Adamson, Communications & Public Affairs Manager and G Hunter, Chief Economic & Regeneration Officer (all Chief Executive's); J Trainer, Head of Childcare & Criminal Justice (Children's Services); M Conaghan, Head of Corporate Governance, M Boyd, Head of People & Organisational Development, C McCourt, Head of Finance & Business Services, P Murray, Head of Digital, Transformation & Customer Services, A Black, Managing Solicitor (DPO), L Belshaw and D Low, both Democratic Services Managers, G Dickie, Partnering & Commissioning Manager, A Roberts, End User Support Manager, D Pole, D Head and J Whitehead, all End User Technicians, E Currie, E Gray and P Shiach, all Senior Committee Services Officers and D Cunningham and J Barron, both Assistant Committee Services Officers (all Finance & Resources); C Lavery, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive, F Naylor, Head of Finance & Corporate Services and J Doherty, Strategic Communications & Public Affairs Manager (all OneRen).

## **Webcasting of Council Meeting**

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

## **Apology**

Councillor G Graham.

## **Declarations of Interest**

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

## **Transparency Statements**

Councillor McMillan indicated that he had a connection to item 12 by reason of a family member being employed by BAE Systems. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Paterson indicated that he had a connection to item 12 by reason of a family member being employed by BAE Systems. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

## **Additional Item**

Provost Cameron intimated that she had received notice of an emergency motion by Councillors Clark and Mullin which had not been included in the Notice calling the meeting. Provost Cameron ruled that in terms of Standing Order 14(b), the emergency motion be considered by the Council as a matter of urgency and be considered after item 20 of the agenda.

## **Obituary**

The Provost referred to the recent death of Reverend Alan Birss who had served as minister at Paisley Abbey for more than 32 years. She asked those present to observe a minute's silence as a mark of respect.

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

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

Council, 29 September 2022

Special Personnel Appeals and Applied Conditions of Service Appeals Panel, 6 October 2022

Communities and Housing Policy Board, 25 October 2022

Regulatory Functions Board, 26 October 2022

Special Personnel Appeals and Applied Conditions of Service Policy Board, 27 October 2022

Education and Children's Services Policy Board, 27 October 2022

Economy and Regeneration Policy Board, 1 November 2022

Planning and Climate Change Policy Board, 1 November 2022

Personnel Appeals and Applied Conditions of Service Appeals Panel, 3 November 2022

Special Education and Children's Services Policy Board, 7 November 2022

Petitions Board, 7 November 2022

Infrastructure, Land and Environment Policy Board, 9 November 2022

Regulatory Functions Board, 10 November 2022

Audit, Risk and Scrutiny Board, 14 November 2022

Local Review Body, 15 November 2022

Finance, Resources and Customer Services Policy Board, 17 November 2022

Special Council, 17 November 2022

Special Personnel Appeals and Applied Conditions of Service Appeals Panel, 22 November 2022

Special Personnel Appeals and Applied Conditions of Service Appeals Panel, 28 November 2022

Leadership Board, 30 November 2022

Special Regulatory Functions Board, 5 December 2022

Special Finance, Resources and Customer Services Policy Board, 13 December 2022

Placing Requests and Exclusion Appeals Panel, 13 December 2022

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

## 2 **Provost's Update**

The Provost provided an update in relation to the duties she had undertaken since the last meeting of the Council held on 29 September 2022.

## 3 **Financial Sustainability and General Fund Financial Outlook**

Under reference to item 4 of the Minute of the meeting of the Council held on 29 September 2022, there was submitted a report by the Director of Finance & Resources providing an update on progress with workstreams and the current year financial position as cost pressures, largely driven by high levels of inflation and service demand, continued to build.

The report outlined the scenario for the medium term financial position and the risks to this and highlighted the need for the Council to prioritise a range of measures to maintain financial sustainability in the short and medium term, and the use of financial flexibilities including the use of reserve balances to address a projected financial gap over the medium term including principles around of the use of reserve balances.

### **DECIDED:**

- (a) That the economic outlook provided the report be noted;
- (b) That the update provided in relation to the current financial year and the potential use of reserve balances - both in-year and over the medium term be noted; and
- (c) That the update provided in section 7 in relation to the net forecast financial position, and the importance of Council understanding that the use of reserve balances to support the Council's financial position was a short term tool only be noted; and that the principles outlined in relation to the planned use of reserves be agreed.

## 4 **A Prudential Framework for Capital Finance – Progress Report**

Under reference to item 3 of the Minute of the meeting of the Council held on 3 March 2022, there was submitted a progress report by the Director of Finance & Resources relative to the Council's prudential indicators for 2022/23.

The report outlined the key objectives of the Prudential Code, detailed the local position, as at 14 October 2022, and intimated that total capital expenditure was £36.639 million, of which £30.754 million related to non-housing and £5.876 million related to housing. It was noted that a review of the forecast capital spending for 2022/23 suggested that the indicators for the current year required to be revised and full details of the revisions required were detailed within the report. It was highlighted that indicators for 2023/24 and 2024/25 would be reviewed during March 2023, alongside the budget proposals.

The report also detailed the decrease of £18.713 million in the planned non-housing capital expenditure during 2023/24 and the contributing factors; the factors considered in relation to the decrease of £8.488 million in the planned housing capital

expenditure; outlined proposed revisions to the capital expenditure and capital financing requirement indicators; set out the position in relation to external debt indicators, loan fund advances, treasury management indicators, indicators for affordability and service concession flexibility.

**DECIDED:** That the changes to the prudential indicators, as detailed in the report, be approved.

## 5 **Right for Renfrewshire - Management Structures**

There was submitted a report by the Chief Executive seeking approval to implement a revised chief officer management arrangement for the Council which would, as part of the ongoing organisational recovery from the sustained period of the COVID-19 pandemic, support a renewed focus on the delivery of the Council's strategic priorities as outlined in the recently approved Council Plan 2022/27. A copy of the proposed chief officer structures formed Appendix 1 to the report.

The report advised that specifically, these changes would provide an improved focus on progressing the Council's response to increasing challenges presented by the net zero agenda, as well as continuing plans to develop further the connected communities and tackling the inequality agenda across Renfrewshire; provide the right mix of skills and capacity at a senior management level; and represented a direct response to the ongoing financial challenges the Council would continue to face over the medium term by providing a further tranche of financial savings from the chief officer structure and would align with the management structure design principles developed as part of the Right for Renfrewshire programme. The revised structure would better support and complement a range of future service redesign and modernisation opportunities that had been identified as part of the ongoing Right for Renfrewshire programme.

The report provided further detail in relation to the proposed chief officer structures; an overview of key strategic drivers; and an overview of the key changes.

**DECIDED:** That the proposed chief officer structures, as detailed in Appendix 1 to the report, be approved and that authority be delegated to the Chief Executive to implement the new structures in consultation with the relevant conveners.

## 6 **Governance Arrangements**

There was submitted a report by the Director of Finance & Resources setting out a number of Board nominations by the Labour Group to fill the vacancies created following the resignation of Councillor Hood from that group.

The report also proposed additional terms of reference to the Finance, Resources & Customer Services Policy Board, as detailed in the report, in relation to the devolution from the Scottish Government to local authorities of empty property relief from 2023/24 onwards. It was noted that the terms of reference for all Boards had been agreed at the meeting of the Council held on 29 September 2022, however, the Provost was satisfied that the circumstances relevant to these additional terms of reference were not apparent at the time of that decision.

**DECIDED:**

(a) That the following Board nominations by the Labour Group be approved:

Councillor McDonald would fill the vacancy on the Audit, Risk and Scrutiny Board;  
 Councillor Davidson would fill the vacancy on the Communities and Housing Policy Board;  
 Councillor McMillan would fill the vacancy on the Infrastructure, Land and Environment Policy Board;  
 Councillor Ann-Dowling would fill the vacancy on the Planning and Climate Change Policy Board  
 Councillor McDonald would fill the vacancy on the Regulatory Functions Board; and  
 Councillor Montgomery would fill the vacancy on the Renfrewshire Valuation Joint Board; and

(b) That the addition to the terms of reference of the Finance, Resources and Customer Services Policy Board as follows be approved:

35. To determine the operation and policies of any locally determined non-domestic rates scheme or reliefs in line with relevant legislation

36. To determine the operation and policies of any locally determined council tax schemes, discounts, or reductions in line with relevant legislation; and

That the remaining paragraphs be renumbered accordingly.

## **7 2023 Review of UK Parliament Constituencies – Consultation on Revised Proposals**

There was submitted a report by the Chief Executive relative to consultation undertaken by the Boundary Commission for Scotland in respect of its Revised Proposals for the 2023 Review of UK Parliamentary constituencies.

The report advised that the Boundary Commission for Scotland had published its Revised Proposals for the 2023 Review of UK Parliamentary constituencies and had invited comment on the proposals by 5 December 2022.

The report intimated that Renfrewshire Council administered elections for two UK Parliament constituencies, Paisley and Renfrewshire North and Paisley and Renfrewshire South, and that in terms of the Commission's Initial Proposals, Renfrewshire retained responsibility for two constituencies, however, both were different in several respects. A summary of the main changes proposed was provided.

It was noted that an initial response had been issued by the Returning Officer and a copy of this response was appended to the report. The Commission had indicated that provided an initial response was submitted to them, they would be willing to accept a final response from the Council by 15 December 2022, once it had been considered at this Council meeting. After considering the responses to the consultation on the Revised Proposals, the Commission would develop its final recommendations and submit its report to Parliament by 1 July 2023.

**DECIDED:** That the response issued by the Returning Officer be approved and adopted as a response on behalf of the Council to the Boundary Commission for Scotland's 2023 Review of UK Parliament Constituencies – Publication of Revised Proposals, which formed the appendix to the report.

## **Transparency Statement**

During consideration of the immediately following item of business Councillor M MacLaren indicated that she had a connection to item 8 by reason of her having been directly impacted by the changes to state pension laws. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

### **8 Notice of Motion 1 by Councillors Ann-Dowling and Davidson**

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

“Women Against State Pension Injustice (WASPI)

This council is disappointed in what it sees as the Conservative Government's inaction to end the injustice experienced by Renfrewshire women affected by the changes to state pension laws. Council notes the campaign of the Women Against State Pension Injustice (WASPI) group together with similar campaign groups, to achieve fair and fast compensation arrangements for all women who were born in the 1950s and were affected by these changes to the state pension age.

Council calls for the UK Government to accept the reported findings of the Parliamentary and Health Service Ombudsman that 1950s-born women have been severely affected by Department for Work and Pensions maladministration, to take the swift action that many believe is needed to provide the recommended level of compensation to the women, and to compensate beneficiaries of the estates of those who are deceased and failed to receive a pension.”

Councillor Ann-Dowling, seconded by Councillor Davidson, then moved the motion.

Councillor Leishman, seconded by Councillor N Graham, moved as an amendment that this Council acknowledges that the UK Government cannot act upon recommendations by the Parliamentary and Health Service Ombudsman (PHSO) until those recommendations have actually been made. To date, the PHSO has only concluded Stages 1 and 2 of its investigation; the third and concluding stage of its investigation, in which it will announce its recommendations, is expected to be made within the first three months of 2023.

The PHSO has not found against the 1995 Act of Parliament which harmonised state retirement age for men and women, nor does it have the power to do so.

The PHSO identified that in 1995 the DWP communicated the implications of the Act correctly and promptly. The PHSO identified that the DWP's maladministration occurred in 2005 and 2006. This Council notes that in 2005 and 2006 the UK was led by a Labour Government.

That this Council concedes that the presumption that the UK Government will not acknowledge or act upon the recommendations of the PHSO is both premature and unfair. The current Conservative UK Government can only act upon recommendations when the PHSO publishes them.

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

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

5 members having voted for the amendment and 37 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** This council is disappointed in what it sees as the Conservative Government's inaction to end the injustice experienced by Renfrewshire women affected by the changes to state pension laws. Council notes the campaign of the Women Against State Pension Injustice (WASPI) group together with similar campaign groups, to achieve fair and fast compensation arrangements for all women who were born in the 1950s and were affected by these changes to the state pension age; and

Council calls for the UK Government to accept the reported findings of the Parliamentary and Health Service Ombudsman that 1950s-born women have been severely affected by Department for Work and Pensions maladministration, to take the swift action that many believe is needed to provide the recommended level of compensation to the women, and to compensate beneficiaries of the estates of those who are deceased and failed to receive a pension.

## **Adjournment**

The meeting adjourned at 11.15 am and reconvened at 11.30 am.

### **9 Notice of Motion 2 by Councillors Ann-Dowling and J Cameron**

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

“Women, Life, Freedom

Council notes that women and girls in Iran are facing lethal levels of violence, perpetuated against them by Islamic Republic security forces.

Council condemns the atrocities committed against women and girls in Iran and stands in solidarity with their legitimate desire for autonomy and freedom of expression.

Council agrees to write to the UN Women's Rights Commission to request that Iran is removed from its membership, as a gesture of solidarity and to signal that the international community stands with Iranian women and girls defending their human rights against the Iranian regime."

Councillor Ann-Dowling, seconded by Councillor J Cameron, then moved the motion.

Councillor McMillan, seconded by Councillor Hughes, moved as a first amendment:

Remove the last paragraph and replace with:

Council agrees to write to the UN Women's Rights Commission to express support for the decision to remove Iran from its membership, as a gesture of solidarity and to signal that the international community stands with Iranian women and girls defending their human right against the Iranian regime.

Councillor Leishman, seconded by Councillor N Graham, moved as a second amendment:

That this Council supports passionately this motion and is outraged and horrified by the abuses perpetrated against women and girls by the Islamic Republic of Iran.

That this Council agrees to write similarly to the United Nations Human Rights Council (UNHRC) to condemn in equally strong terms the Islamic Republic's treatment of homosexual persons within its borders. Iran has arguably the worst record against women's and gay rights of any nation in the world. Since the Iranian Revolution in 1979 it is estimated that over 200,00 homosexuals have been executed by the Islamic Republic – for being homosexual; and that tens of thousands more are compelled by the state to undergo sex-reassignment surgery.

That this additional letter by this Council should state its confirmed belief that a modern nation with such practices against women and homosexuals should receive unequivocal condemnation from the United Nations Human Rights Council.

Councillors Leishman and Graham confirmed that the first paragraph of their amendment should be deleted as it was repetition and further that the figure in their amendment should be 200,000 and not 200,00 as stated.

In terms of Standing Order 27, Councillors Ann-Dowling and J Cameron, being the mover and seconder of the motion, accepted the first amendment and also accepted the second and third paragraphs of the second amendment as an addition to the motion. The motion, as amended by the two amendments, was agreed unanimously.

**DECIDED:** Council notes that women and girls in Iran are facing lethal levels of violence, perpetuated against them by Islamic Republic security forces;

Council condemns the atrocities committed against women and girls in Iran and stands in solidarity with their legitimate desire for autonomy and freedom of expression;

Council agrees to write to the UN Women's Rights Commission to express support for the decision to remove Iran from its membership, as a gesture of solidarity and to signal that the international community stands with Iranian women and girls defending their human right against the Iranian regime;

That this Council agrees to write similarly to the United Nations Human Rights Council (UNHRC) to condemn in equally strong terms the Islamic Republic's treatment of homosexual persons within its borders. Iran has arguably the worst record against women's and gay rights of any nation in the world. Since the Iranian Revolution in 1979 it is estimated that over 200,000 homosexuals have been executed by the Islamic Republic – for being homosexual; and that tens of thousands more are compelled by the state to undergo sex-reassignment surgery; and

That this additional letter by this Council should state its confirmed belief that a modern nation with such practices against women and homosexuals should receive unequivocal condemnation from the United Nations Human Rights Council.

#### 10 **Notice of Motion 3 by Councillors Smith and MacFarlane**

There was submitted a Notice of Motion by Councillors Smith and MacFarlane in the following terms:

"St Charles' RC Church- 125th Anniversary

Renfrewshire Council congratulates St. Charles' Roman Catholic Church, Paisley, on the 125th anniversary of the parish, founded on the 4th of November 1897. Now in its 13th decade, the parish continues to serve the wider community in Charleston and beyond. Under the leadership of the parish priest, Fr Jim Duggan, St. Charles' continues to be a vibrant, multicultural community and the Council expresses its gratitude for the parish's commitment to serving and supporting the people of Charleston and Paisley."

Councillor Smith, seconded by Councillor MacFarlane, then moved the motion which was agreed unanimously.

**DECIDED:** That Renfrewshire Council congratulates St. Charles' Roman Catholic Church, Paisley, on the 125th anniversary of the parish, founded on the 4th of November 1897. Now in its 13th decade, the parish continues to serve the wider community in Charleston and beyond. Under the leadership of the parish priest, Father Jim Duggan, St. Charles' continues to be a vibrant, multicultural community and the Council expresses its gratitude for the parish's commitment to serving and supporting the people of Charleston and Paisley.

#### 11 **Notice of Motion 4 by Councillors McMillan and Davidson**

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

"GP Practices

Council understands the frustration being felt by local communities who are finding it difficult to access local G.P. services.

Council therefore agrees to write to the Health Secretary to ask that more be done by the Scottish government to restore people's confidence in their local practices."

Councillor McMillan, seconded by Councillor Davidson, then moved the motion which was agreed unanimously.

**DECIDED:** Council understands the frustration being felt by local communities who are finding it difficult to access local G.P. services; and

Council therefore agrees to write to the Health Secretary to ask that more be done by the Scottish government to restore people's confidence in their local practices.

## 12 **Notice of Motion 5 by Councillors McMillan and Gilmour**

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

"Type 26 Frigates

Renfrewshire Council welcomes the recent announcement that five more Type 26 frigates are to be built on the Clyde.

This will support 1700 jobs across the Govan and Scotstoun shipyards over the next decade. Council recognises that many of these jobs are held by Renfrewshire residents.

Council notes that these jobs are a result of Scotland being part of the United Kingdom."

Councillor McMillan, seconded by Councillor Gilmour, then moved the motion.

Councillor Andy Doig, seconded by Councillor Paterson, moved as an amendment:

Delete all after "Renfrewshire residents", and add

"Council believes that Scotland needs suitable conventional defences, against the backdrop of growing international uncertainty, and that these should be commensurate with its geopolitical situation. Council further resolves that such forces should only be used for defensive purposes except within the context of UN multilateral action."

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

The following members voted for the motion: Councillors Ann-Dowling, Clark, Davidson, Devine, Gilmour, Grady, N Graham, Gray, Hood, Leishman, J MacLaren, McCulloch, McDonald, McGonigle, McGuire, McMillan, Montgomery, Mullin and Smith.

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

**DECIDED:** Renfrewshire Council welcomes the recent announcement that five more Type 26 frigates are to be built on the Clyde;

This will support 1700 jobs across the Govan and Scotstoun shipyards over the next decade. Council recognises that many of these jobs are held by Renfrewshire residents; and

Council believes that Scotland needs suitable conventional defences, against the backdrop of growing international uncertainty, and that these should be commensurate with its geopolitical situation. Council further resolves that such forces should only be used for defensive purposes except within the context of UN multilateral action.

## **Adjournment**

The meeting adjourned at 12.45 pm and reconvened at 12.55 pm.

### **13 Notice of Motion 6 by Councillors Leishman and N Graham**

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

"Gender Recognition Reform (Scotland) Bill

That Renfrewshire Council opposes the proposed new laws of the Gender Recognition Reform (Scotland) Bill currently supported by the Scottish Government.

That this Council recognises that the Bill's current proposals, while probably well-intentioned, will have ill consequences for the greater part of the broader population.

That this Council is gravely concerned about the impact this Bill in its current form would have on the safety, well-being and welfare of other groups within society that already experience marginalisation and unique challenges, specifically: women and girls; homosexuals, particularly young homosexuals and gay women; children; young persons; adolescents with Autistic Spectrum Disorder, learning difficulties/ disabilities or mental health issues; and post-operative transsexuals.

That this Council agrees that the protection of children, young persons and vulnerable persons is of paramount importance; and that they should be encouraged to consider long and carefully before committing to legal, pharmacological and surgical interventions that are life-altering, permanent and risk-prone; and that safeguards should be in place to discourage succumbing to socio-cultural contagions.

That this Council agrees that the negation or diminishment of the hardwon sex-based rights of women and girls is both wrongful and alarming. That this Council agrees the rights of young persons and adolescents to experience healthy sexual and psychological development is selfevident and indisputable.

That this Council agrees that young gay persons should be encouraged to embrace and feel comfortable with their sexual orientation without their gender-identity being questioned.

That this Council agrees to communicate its concerns and opposition directly to the Scottish Government."

Councillor Leishman, seconded by Councillor N Graham, then moved the motion.

Councillor Hughes, seconded by Councillor Innes, moved as an amendment:

Delete all and replace with:

Renfrewshire Council supports the proposed new laws of the Gender Recognition Reform Bill which is supported by the Scottish government, a majority of MSPs in Scottish parliament including members of all parties, and by a majority of the Scottish population.

The bill is currently at stage 3 in parliament and proposes to change the process by which people can apply for legal recognition in their acquired gender. Renfrewshire Council agrees that the change of process to a more dignified civil route of officially changing gender will reduce recurring trauma for transgender people and allow them to live in their own identity.

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

The following members voted for the motion: Councillors Ann-Dowling, Davidson, Devine, Andy Doig, Gilmour, Grady, N Graham, Gray, Hood, Leishman, J MacLaren, McDonald, McGonigle, McMillan and Mullin.

The following members abstained: Councillors Clark, McCulloch, McGuire, Montgomery and Smith.

21 members having voted for the amendment, 15 members having voted for the motion and 5 members having abstained, the amendment was accordingly declared carried.

**DECIDED:** Renfrewshire Council supports the proposed new laws of the Gender Recognition Reform Bill which is supported by the Scottish government, a majority of MSPs in Scottish parliament including members of all parties, and by a majority of the Scottish population; and

The bill is currently at stage 3 in parliament and proposes to change the process by which people can apply for legal recognition in their acquired gender. Renfrewshire Council agrees that the change of process to a more dignified civil route of officially changing gender will reduce recurring trauma for transgender people and allow them to live in their own identity.

#### 14 **Notice of Motion 7 by Councillors G Graham and Smith**

There was submitted a Notice of Motion by Councillors G Graham and Smith which Provost L Cameron ruled was not competent in terms of Standing Order 19(c).

## Order of Business

At this point in the meeting, Provost Cameron intimated that the Emergency Motion submitted by Councillors Clark and Mullin would be considered prior to consideration of item 15 of the agenda.

### 15 **Emergency Motion by Councillors Clark and Mullin**

Councillor Clark, seconded by Councillor Mullin, moved an emergency motion in the following terms:

“M&Co – Administration

Renfrewshire Council is concerned to hear that a major employer in Renfrewshire, M&Co, has had to call in the administrators and commits to do all that it can to assist the company and staff at this time and calls on the Scottish Government to do the same.”

The motion was agreed unanimously.

The Provost proposed that an update on the situation be provided to members. This was agreed unanimously.

**DECIDED:** That Renfrewshire Council is concerned to hear that a major employer in Renfrewshire, M&Co, has had to call in the administrators and commits to do all that it can to assist the company and staff at this time and calls on the Scottish Government to do the same; and

That it be noted that an update on the situation would be provided to members.

## Sederunt

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

### 16 **Notice of Motion 8 by Councillors Andy Doig and Hannigan**

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

"Accessibility of UK National Energy Companies to Renfrewshire Consumers

"Council deplores the lack of accessibility of all UK national energy companies to the consumers of Renfrewshire, a dire situation which over recent years has got increasingly worse over the current cost of living crisis. The inability to contact energy suppliers easily and quickly is a source of considerable mental ill-health and stress to the most vulnerable service users, especially those with pay as you go meters”.

"Council believes the status quo actively discriminates against the less digitally and IT proficient, and those financially excluded from IT networks, and therefore calls on all UK national energy companies to use their excessive profits to re-establish a network of shop front energy hubs where consumers can obtain face to face advice and support".

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

**DECIDED:** Council deplores the lack of accessibility of all UK national energy companies to the consumers of Renfrewshire, a dire situation which over recent years has got increasingly worse over the current cost of living crisis. The inability to contact energy suppliers easily and quickly is a source of considerable mental ill-health and stress to the most vulnerable service users, especially those with pay as you go meters; and

Council believes the status quo actively discriminates against the less digitally and IT proficient, and those financially excluded from IT networks, and therefore calls on all UK national energy companies to use their excessive profits to re-establish a network of shop front energy hubs where consumers can obtain face to face advice and support.

## **Order of Business**

Prior to consideration of the following item of business, Provost Cameron intimated that she intended to consider items 16 and 19 of the agenda together, with item 16 being taken as the motion and item 19 being taken as the amendment to item 16.

## **Sederunt**

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

### **17 Notice of Motion 9 by Councillors Innes and MacFarlane**

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

"The UK Supreme Court Decision and Defending Scottish Democracy Council upholds the right of the Scottish people to national self-determination, as recognised in Part 1, Article 1, of the United Nations International Covenant on Civil and Political Rights, an international treaty which the UK signed in 1976.

Council further notes that pro-independence parties won a majority of seats at the 2021 Scottish elections.

Council deeply regrets, therefore, the recent decision by the UK Supreme Court to deny the Scottish Government the right to hold an independence referendum and believes this means that the UK is no longer a voluntary union of nations.

As a majority pro-independence council, Renfrewshire Council therefore supports the right of political parties to contest national parliamentary elections on an independence mandate platform in defence of Scottish democracy."

Councillor Innes, seconded by Councillor MacFarlane, then moved the motion.

Councillor Ann-Dowling, seconded by Councillor McMillan, moved as an amendment:

"Supreme Court Referendum Ruling

Council notes that the Supreme Court unanimously ruled that matters relating to holding an independence referendum are outwith the legal remit of Scottish Parliament and Scottish Government. Council therefore requests that £20 million set aside by Scottish Government for a 2023 referendum should be directed to local government general funding settlements to support councils in alleviating the cost of living crisis."

On the roll being called, the following members voted for the amendment: Councillors Ann-Dowling, Clark, Davidson, Devine, Gilmour, Grady, N Graham, Gray, Hood, Leishman, J MacLaren, McCulloch, McDonald, McGonigle, McGuire, McMillan, Mullin and Smith.

The following members voted for the motion: Councillors Airlie-Nicolson, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

The following member abstained: Councillor Hannigan.

18 members having voted for the amendment, 21 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

**DECIDED:** The UK Supreme Court Decision and Defending Scottish Democracy Council upholds the right of the Scottish people to national self-determination, as recognised in Part 1, Article 1, of the United Nations International Covenant on Civil and Political Rights, an international treaty which the UK signed in 1976;

Council further notes that pro-independence parties won a majority of seats at the 2021 Scottish elections;

Council deeply regrets, therefore, the recent decision by the UK Supreme Court to deny the Scottish Government the right to hold an independence referendum and believes this means that the UK is no longer a voluntary union of nations; and

As a majority pro-independence council, Renfrewshire Council therefore supports the right of political parties to contest national parliamentary elections on an independence mandate platform in defence of Scottish democracy.

## Adjournment

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

## Sederunt

Councillors Devine and McGuire were not in attendance when the meeting reconvened.

### 18 Notice of Motion 10 by Councillors Innes and McGurk

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

“Green spaces and play parks”

That council welcomes the continued investment in improving our green 09/12/2022 spaces and play parks around Renfrewshire. Further, it welcomes the inclusion of local members, communities and schools in shaping these plans going forward. Council recognises the positive impact that enhancing our play parks and green spaces has on Renfrewshire residents’ health and well-being.

Council recognises the recent park improvements at Dunvegan Avenue, Elderslie; Campbell Street, Renfrew; Ardgryffe Park, Houston; Churchill Drive, Bishopton; Craggs Park, Paisley and Elm Drive, Johnstone. It also recognises the completed improvements to equipment at Kilbarchan Park, Kilbarchan; Sandyflats, Johnstone; Tinto Square, Renfrew; Lochwinnoch Park, Lochwinnoch; Barwood Park, Erskine; Maxwellton Park, East End Park, Durrockstock Park, Morar Drive, Ben Lawers Park, Paisley. Further welcomes the planned refurbishments to Moss Road Park, Bridge of Weir; Inchinnan Playing Fields, Inchinnan; and Houston Public Park, Houston."

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

**DECIDED:** That council welcomes the continued investment in improving our green 09/12/2022 spaces and play parks around Renfrewshire. Further, it welcomes the inclusion of local members, communities and schools in shaping these plans going forward. Council recognises the positive impact that enhancing our play parks and green spaces has on Renfrewshire residents’ health and well-being; and

Council recognises the recent park improvements at Dunvegan Avenue, Elderslie; Campbell Street, Renfrew; Ardgryffe Park, Houston; Churchill Drive, Bishopton; Craggs Park, Paisley and Elm Drive, Johnstone. It also recognises the completed improvements to equipment at Kilbarchan Park, Kilbarchan; Sandyflats, Johnstone; Tinto Square, Renfrew; Lochwinnoch Park, Lochwinnoch; Barwood Park, Erskine; Maxwellton Park, East End Park, Durrockstock Park, Morar Drive, Ben Lawers Park, Paisley. Further welcomes the planned refurbishments to Moss Road Park, Bridge of Weir; Inchinnan Playing Fields, Inchinnan; and Houston Public Park, Houston.

### 19 Notice of Motion 11 by Councillors J MacLaren and Leishman

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

### "Bishopton Football Pitch

Council agrees that it is good to encourage sport including football in Renfrewshire and recognises the size of the growing community in Bishopton and Dargavel, which has 17 adult and youth teams and 460 registered players.

As the existing grassed football pitch is rendered unplayable for much of the winter due to it being water logged, council agrees to make the provision of a 3g or 4g pitch a priority for Bishopton and Dargavel."

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

**DECIDED:** Council agrees that it is good to encourage sport including football in Renfrewshire and recognises the size of the growing community in Bishopton and Dargavel, which has 17 adult and youth teams and 460 registered players; and

As the existing grassed football pitch is rendered unplayable for much of the winter due to it being water logged, council agrees to make the provision of a 3g or 4g pitch a priority for Bishopton and Dargavel.

## 20 **Notice of Motion 13 by Councillors J MacLaren and Gray**

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

### "Cycle Paths Motion

Council is pleased to promote cycling for a healthy lifestyle and recognises that cycle paths need to be kept clean if cyclists are going to use them without risk of punctures. Council agrees that council owned cycle paths be swept on a frequent and regular basis."

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

**DECIDED:** That Council is pleased to promote cycling for a healthy lifestyle and recognises that cycle paths need to be kept clean if cyclists are going to use them without risk of punctures. Council agrees that council owned cycle paths be swept on a frequent and regular basis.

## Minute of Meeting

### Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 17 January 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

M Crearie, Director of Communities & Housing; L McIntyre, Head of Policy & Commissioning, J Castle, Senior Communications Officer (Chief Executives); C Dalrymple, Head of Facilities & Property Management (Environment & Infrastructure); O Reid, Head of Communities & Public Protection, N Drummond, Lead Officer (Environmental Co-ordination), L Feeley, Housing Asset & Investment Manager, D Murray, Area Housing Manager, C Robertson, Warden Services Manager J Murdoch, Housing Regeneration & Service Improvement Manager, K Sillars, Housing Maintenance Manager and A Miller, Development Officer (Housing Regeneration & Service Improvement)(all Communities & Housing Services); and J Kilpatrick, Finance Business Partner, D Pole, End User Technician, R Devine and C MacDonald, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

### Webcasting of Meeting

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

### Declarations of Interest

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

## 1 **Police and Fire & Rescue Services Scrutiny Sub- committee**

There was submitted the Minute of the meeting of the Sub-committee held on 25 October 2022. The Minute forms the Appendix to this Minute.

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

## 2 **General Services Revenue, Housing Account and Capital Budget Monitoring Rep**

There was submitted a General Services Revenue, Housing Account and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 11 November 2022.

The report stated that the projected outturn as at 31 March 2023 for all services reporting to this Policy Board was an underspend position of £0.040 million. The projected capital outturn for projects reporting 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. In addition, the report indicated that revenue expenditure budget adjustments totalling £0.153 million and capital budget adjustments of £5.595m, had been processed since consideration of the previous report at the meeting of the Policy Board held on 17 January 2023. Details of the adjustments were outlined within the report.

**DECIDED:**

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

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

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

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

There was submitted a report by the Director of Communities & Housing Services relative to the Greenspaces, Parks & Play Areas and Villages Investment Fund.

The report indicated that the key objective in allocating funding was to work with, and support, community groups to identify and deliver improvement projects in their local communities, improve their local greenspaces, including parks and play areas, and strengthen the identity, heritage, uniqueness and character of village life. An update on progress made in terms of supporting community projects through the Greenspaces, Parks & Play Areas and Villages Investment Fund, detailed in Appendix 1 of the report, projects approved, in terms of delegated authority, by the Director of Communities & Housing Services during the previous three-month period together with work undertaken by the Building Communities service to support active

and engaged communities. It was highlighted that as the programme had developed it had become evident that a number of projects had either completed without requiring the full grant allocation or had encountered difficulties in developing their project fully in the way that they originally anticipated. In order to ensure that funding was available for projects that could be implemented, a review of successful applicants, whose funds had not yet been released had been undertaken and applicants contacted to ascertain the status of their project. This had resulted, to date, in a return of £12,000 to the Villages Investment Fund and £5,000 to the Green Spaces Fund. Details of the projects involved were provided. As the Green Spaces Fund was almost fully committed, it was proposed that 50% of the allocated funding ringfenced for school projects be returned into the wider Fund. It was noted that only three schools, to date, had expressed an interest in applying for funding. In addition, it was proposed that smaller, grass roots community projects be prioritised over larger applications and that areas who had, to date, benefitted less from the fund, be favoured if bidding in competition with a community who had benefitted significantly in previous funding applications. Taking account of the projects approved in terms of delegated authority during the previous three-month period and all other projects awarded funding to date, £30,000 was currently unallocated in the Villages Investment Fund and £55,000 in the Green Spaces Fund.

#### **DECIDED:**

- (a) That the work currently being undertaken to support communities as they developed and delivered projects to be funded using the Greenspaces, Parks & Play Areas and Villages Investment Fund be noted;
- (b) That the impact of the funding and the benefits to the wider communities delivered by the projects, as set out in section 4 of the report, be noted;
- (c) That the return of unspent grant awards by Pachedu and Bishopton Community Development Trust, £5,000 to the Green Spaces Fund, and £12,000 to the Villages Investment Fund respectively, be noted;
- (d) That the prioritisation of awards to communities who had benefitted less from previous grant awards be approved; and
- (e) That a 50% reduction of the ringfenced school fund be agreed to boost available Green Spaces funding for smaller projects.

## **4 Community Empowerment Fund**

There was submitted a report by the Chief Executive relative to an application considered for funding from the Community Empowerment Fund in the current round of funding. The total value of requested grant funding was £10,000. A cross-service panel of officers had been established to review and assess applications to the Community Empowerment Fund against agreed objectives and criteria. The report outlined the key objectives and aims of the Fund and indicated that no new applications had been received during the current round but that one application, which had previously been deferred, had been considered. A summary of the application, together with a recommendation, was provided within an appendix to the report.

**DECIDED:** That the recommendation, detailed in Section 4 and Appendix 1 of the report, to award £10,000 to Western Desert Recce Group to undertake an Architectural Feasibility Report and Value Added Tax Consultancy Report to inform the development of their Community Asset Transfer request for the Whitehaugh Barracks site in Paisley be approved.

## 5 **Land and Property Transfers to the Housing Revenue Account**

There was submitted a report by the Director of Communities & Housing Services relative to the proposed transfer of land and properties from the Council's General Services Account to the Housing Revenue Account

The report advised that it was proposed to transfer four areas of land, identified within table 1 of the report, to facilitate the delivery of new housing within the context of the approved Renfrewshire Strategic Investment Plan 2023/28.

In addition, the report indicated that six properties, which were previously operational residential properties within the school estate, were to be considered at the meeting of the Infrastructure, Land and Environment and Policy Board to be held on 25 January 2023 as to whether they were surplus to requirements. The properties, detailed within table 2 of the report, had been assessed as suitable for transfer to the Housing Revenue Account and subsequently to be rented as part of the housing portfolio. It was deemed appropriate that the General Services fund be compensated for the transfer of these properties and taking cognisance of market values for social housing and the level of investment required to bring them up to appropriate standards for social housing it was proposed that in the event they were deemed surplus to requirements a total settlement figure of £252,550 for all six properties be agreed.

The Renfrewshire Strategic Housing Investment Plan 2023/28 set out how Scottish Government funding for affordable housing would be targeted to achieve the objectives set out within Renfrewshire's Local Housing Strategy. A key element was the use of existing land within the Council's ownership to develop new affordable homes across Renfrewshire. Accordingly the proposed transfer of land from the General Services Account to the Housing Revenue Account at four areas of land at Blackstoun Road, Paisley; Carbrook Street, Paisley; Former Garthland House; and Former Cochrane Castle Primary School, was proposed to enable the delivery of new social rented housing on the sites involved, The sites, which were contained within the Renfrewshire Strategic Housing Investment Plan 202/28, would be transferred at the net values detailed within the report in order to facilitate the delivery of social rented housing.

### **DECIDED:**

(a) That the transfer of the four sites, detailed within the report, from the General Services Account to the Housing Revenue Account, at the net values listed in Table 1 of the report, be approved;

(b) That it be noted that the six properties detailed in table 2 of the report were to be considered whether they were surplus to operational requirements at the meeting of the Environment Land and Infrastructure Policy Board to be held on 25 January 2023; and

(c) That it be agreed agree that subject to the decision of the Environment Land and Infrastructure Policy Board these properties be transferred to the Housing Revenue Account at the value noted within the report.

## 6 **Social Housing Charter Performance: 2022/23 Half Year Update**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Social Housing Charter Performance 2022/23 Half Year Update.

The report intimated that Local Authorities and Registered Social Landlords were required to submit an Annual Return relating to their performance to the Scottish Housing Regulator (SHR) by the end of May each year. A copy of the Scottish Social Housing Charter Performance 2021/22 Performance Report had been considered at the meeting of this Policy Board held on 22 August 2022. The Half Year update report, a copy of which was appended to the report, provided a performance update for the first two quarters of 2022/23, detailed Renfrewshire's performance in terms of the specific Charter indicators and provided information for key areas of the housing service. Comparative information for the previous three-year period was also provided. It was highlighted that due to technical issues in the implementation of the IT system used for reporting repairs it had not been possible to provide performance information in respect of Charter Indicators 8 and 9, namely the average length of time taken to complete emergency repairs and the average length of time taken to complete non-emergency repairs.

**DECIDED:** That the Social Housing Charter Performance 2022/23 Half Year Update Report, attached as Appendix 1 of the report, be noted.

## 7 **Housing Customer Engagement Annual Report 2021/22**

There was submitted a report by the Director of Communities & Housing Services relative to the Housing Customer Engagement Annual Report for 2021/22, a copy of which was appended to the report. The Convener intimated that the Annual Report contained a number of typographical errors within Section 2 and advised that the report outlined how the Council had engaged with tenant and customer groups during the period April 2021 to March 2022 while the Action Plan which had been developed related to 2022/24.

The Annual Report reviewed progress made in relation to the Council's Customer Engagement Strategy, outlined resources available to promote tenant involvement, detailed the mechanisms used to engage with customer groups during 2021/22 and provided an action plan for 2022/24. It was noted that the content of the Annual Report would be published on the Council's website, circulated to Tenants' & Residents' Groups and partner organisations and also made available at Council offices. It was proposed in light of the lifting of restrictions imposed due to the Covid-19 pandemic, that the annual registration process for Tenants' & Residents' Associations be re-introduced with effect from the 2023/24 registration year and that the previously agreed enhanced registration status and eligibility to apply for grant funding from the Housing Revenue Account cease.

It was proposed that arrangements be made to include all elected members on the

distribution list of the Council's 'Good Times – Sheltered and Amenity Housing Newsletter'. This was agreed.

**DECIDED:**

(a) That the Housing Customer Engagement Annual Report 2021/22, attached as Appendix 1 of the report, be noted;

(b) That it be noted that due to the relaxing of restrictions which were in place relating to Covid-19, the normal annual re-registration process for Tenants and Residents Associations would be introduced for all tenants groups for 2023/24 registration year; and

(c) That arrangements be made to include all elected members on the distribution list of the Council's 'Good Times – Sheltered and Amenity Housing Newsletter'.

## 8 **Housing: Tackling Dampness, Mould and Condensation**

There was submitted a report by the Director of Communities & Housing Services relative to tackling dampness, mould and condensation in Council-owned housing stock in Renfrewshire.

The report made reference to the recent investigation and inquest into the tragic death of a two-year-old boy in Rochdale in December 2020 which had concluded that this had been due to environmental mould exposure over a prolonged period. The case had led to an increased focus on landlords and how they dealt with reports of mould and dampness. The Housing Ombudsman had subsequently produced a report entitled 'Spotlight on: Damp and Mould' which contained several recommendations.

For Local Authority providers of social housing, this had prompted reviews of the strategy for dealing with cases of dampness and mould. The Director's report detailed current processes in place in Renfrewshire to deal with reports of dampness and mould, the actions taken to review these and further planned actions. Statistical reports on volumes of repairs of this nature and details of challenges requiring future monitoring were also provided.

**DECIDED:** That the measures in place, the actions taken and proposed future actions to ensure the effective management of dampness, mould and condensation cases within Renfrewshire Council housing stock be noted.

## **Valedictory**

The Convener advised that this was the last meeting of the Policy Board Oliver Reid would attend before he took up his new position as Chief Executive of Orkney Council and took the opportunity to thank him for his professionalism and, specifically the help, support and advice he had provided during his employment with Renfrewshire Council. Other elected members echoed the sentiments expressed by the Convener.

## Minute of Meeting

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

Date	Time	Venue
Tuesday, 17 January 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### PRESENT

Councillor Jacqueline Cameron, Councillor Robert Innes, Councillor Janis McDonald, Councillor Marie McGurk, Councillor Iain McMillan.

#### CHAIR

Councillor McGurk, Convener, presided.

#### IN ATTENDANCE

M Crearie, Director of Communities & Housing Services, O Reid, Head of Communities & Public Protection and M Hendry, Resilience & Deployment Manager (both Communities & Housing Services); R Devine, Senior Committee Services Officer, K O'Neill, Assistant Democratic Services Officer, D Cunningham, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

#### ALSO IN ATTENDANCE

W Graham, Area Commander and D Falconer, Superintendent (both Police Scotland) and D McCarrey, Area Commander (Scottish Fire & Rescue Service).

#### WEBCASTING OF MEETING

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be webcast via the Council's website. Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## 1 **SPOTLIGHT - POLICE SCOTLAND DIVISIONAL UPDATE**

The Sub-committee received a verbal update from Police Scotland on the recent personnel changes which had occurred.

W Graham, Area Commander and D Falconer, Superintendent, introduced themselves and provided a summary of their careers to date.

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

## 2 **RENFREWSHIRE LOCAL POLICING PLAN 2023-26**

There was submitted a report by the Director of Communities and Housing Services relative to the proposed Renfrewshire Local Policing Plan (LPP) 2023-26. The LPP contained information about the police priorities set out for 2023-26; outlined how Police Scotland intended to deliver policing services across Renfrewshire over the next three years; and highlighted the outcomes they aimed to achieve over that period.

The Local Policing Plan 2023-26 highlighted that much had changed since the publication of the previous LPP in 2020. The report explained that priorities had been re-examined in order to respond to the current climate and considered the continued recovery from the COVID global pandemic and the current cost of living crisis along with the harm caused by both.

The report intimated that the Council welcomed the approach and focus set out in the Local Policing Plan 2023-2026, and the recognition of the strong partnership working already well established in Renfrewshire that would help support the Police priorities which were aligned to priorities within the Renfrewshire Community Plan.

A consultation on the content of the Local Policing Plan opened on 3 November 2022 and would remain open until 12 February 2023. A link to the consultation, and a copy of the draft plan for Renfrewshire was provided.

**DECIDED:** That the comments on the Renfrewshire Local Policing Plan 2023-26 as outlined in section 4 of the report, for submission in line with the timescales for conclusion of the consultation process, be approved.

## 3 **SCOTTISH POLICE AUTHORITY CORPORATE STRATEGY 2023-26**

There was submitted a report by the Director of Communities & Housing Services relative to the draft Scottish Police Authority (SPA) Corporate Strategy 2023-26. The Strategy set out the SPA's vision, values and ambition, which provided direction to the corporate organisation and supported delivery of the overarching Strategic Police Plan, aligned to the Scottish Government Strategic Police Priorities.

Views and observations from stakeholders, including local authorities, had been welcomed by the SPA which would help inform their final draft. The SPA intended to consult in a wider and more structured manner once they had developed a final draft which could include changes.

The deadline for providing comments was Monday 16 January 2023, and as a result of this, the response on behalf of Renfrewshire Council was provided to the Scottish Police Authority within their timescales and was detailed in section 4 of the report.

### **DECIDED:**

(a) That the comments on the draft Scottish Police Authority Corporate Strategy 2023-26, as outlined in section 4 of the report, which were submitted within the timescale, be homologated; and

(b) That Renfrewshire Council's response to the formal consultation on the final draft be brought to a future meeting of the Police and Fire & Rescue Scrutiny Sub-committee.

## **4 POLICE SCOTLAND - QUARTERLY PERFORMANCE REPORT**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April to 30 November 2022. The report summarised the key performance indicators and provided statistical information relating to specific key objectives detailed in Police Scotland's Policing Priorities 2018-22, comparisons were made also against the previous five-year average.

The volume of recorded crime and offences had fallen by 5.5% on the five-year average, however had risen by 3.9% on the previous year. Crimes of dishonesty was the one category that had shown an increase (2.8%).

The report provided, in an infographics format, local updates in relation to Renfrewshire Policing Priorities 2018-22 of drug supply and misuse; violence & antisocial behaviour; dishonesty; and road safety. Drug dealing and misuse continued to be a priority area for attention in Renfrewshire as communities advised that they were concerned about the harm caused. Due to focus and proactivity on the issue, there had been an increase of 23.2% in the number of detected drug supply offences, compared to the previous five-year average.

Analysis had identified a minimum of 343 cybercrimes in the reporting period in Renfrewshire, suggestive of a rise of over 18% on the previous year. Around 80% of identified cybercrimes fell into one of the following three categories: threatening and abusive communications offences; fraud; and threats and extortion.

There were 522 recorded missing persons incidents, an increase of 45% on the previous year. Almost 13% of the total number of incidents related to the five most frequent missing persons within Renfrewshire, all of whom were young people aged 16

years or under. Overall, 80% of all missing persons in Renfrewshire were aged 19 or under. Young Persons' Units continued to feature predominantly amongst the most common locations for missing persons incidents (41%). Almost 75% of all missing people were traced within 24 hours, with over 50% of all missing people being traced within 12 hours.

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

## 5 **SCOTTISH FIRE AND RESCUE SERVICE - QUARTERLY PERFORMANCE REPORT**

There was submitted a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and local fire and rescue service plan priorities in the Renfrewshire area during period 1 October to 31 December 2022.

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

Accidental dwelling fires had decreased by 39% (22 incidents) from Q3 2021/22. Cooking remained the most common source of ignition within Renfrewshire. No firefighting action was required in 36% (8) of the cases, distraction was the cause in 36% (8) cases with alcohol/drug impairment being the cause in 9% (2) of the cases. The report advised that detection devices were installed in 19 of the 22 incidents and 84% of them had operated and raised the alarm.

There was one dwelling fire casualty for the reporting period, the injury sustained was slight in nature requiring first aid at the scene.

The report indicated that unwanted fire alarm signals (UFAS) had increased slightly by 8% (22 incidents) year on year. Of the UFAS incidents recorded, residential care homes accounted for 11% (34 incidents).

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

## 6 **LOCAL ISSUES**

Police Scotland advised members that the position in Renfrewshire was positive, and that it was intended to continue the good work which was ongoing locally. Information was provided on the team based in Ferguslie which concentrated on drug supply and misuse, that continued to be a concern for people in the Renfrewshire area. The sub-committee was advised that following intelligence from members of the public, £500,000 worth of drugs had been recovered after 132 search warrants had been issued. The Sub-committee was advised that it was not possible to provide a breakdown of the type/class of drugs being used and also whether the use of legal highs impacted the figures provided.

The Area Commander, Scottish Fire & Rescue Service advised the Sub-committee that pro-active work was ongoing with the Community Action Teams visiting establishments

and communicating with young people in schools. He also advised that the statistical information provided was very positive and that there had been no water related incidents in the area.

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



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 18 January 2023	10:00	Remotely by MS Teams,

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

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing); P Shiach, Senior Committee Services Officer; J Barron and D Cunningham Assistant Committee Services Officers; D Pole, End User Technician; A Easdon, Team Leader (Licensing); R McCallum, Administrative Assistant (all Finance & Resources).

### Recording of Meeting

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

### Apology

Councillor Montgomery.

### Declarations of Interest

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

### Chair

Councillor McNaughtan, Convener, presided.

## 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 8 and item 9(a) of the agenda before item 7 of the agenda.

### 1 Renewal of Late Hours Catering Licences

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

(a) Applicant: DPK Foods Ltd

Premises: Domino's Pizza, 41 Gauze Street, Paisley

Activites: pizzas and other take away foods

Operating hours: Sunday to Thursday 11.00 pm - 1.00 am and Friday and Saturday 11.00 pm - 2.00 am

Licence No.: LHC-107

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

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

(b) Applicant: TH UK and Ireland

Premises: Tim Hortons, Linwood Road, Paisley

Activites: restaurant

Operating hours: Monday to Sunday, 11.00 pm to 5.00 am

Licence No.: LHC-120

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

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

(c) Applicant: TH UK and Ireland

Premises: Tim Hortons, Paisley Retail Park, Renfrew Road, Paisley

Activities: café and take away food

Operating hours: Monday to Sunday - 11.00 pm to 5.00 am

Licence No.: LHC-113

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

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

(d) Applicant: Select Service Partner

Premises: Starbucks, First Floor, Departures Lounge, Glasgow Airport

Activities: provision of catering

Operating hours: Monday to Sunday - 11.00 pm to 5.00 am

Licence No.: LHC-041

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

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

(e) Applicant: Select Service Partner

Premises: Starbucks, Arrivals Hall, Glasgow Airport

Activities: Provision of Catering

Operating hours: Monday to Sunday, 11.00pm to 5.00am

Licence No.: LHC-042

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

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

## 2 **Renewal of Street Traders' Licences**

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

(a) Applicant: Tracy Ann Donaldson

Locations: Huntley Road, Hillington; Watt Road, Hillington; Maxwell Street, Paisley

Operating hours: Hillington sites - Monday to Friday - 6.00 am to 2:30 pm and

Paisley – Monday to Sunday – 9.00 pm to 4.00 am

Goods and Services: hot and cold snacks, beverages, confectionery and milk

Licence No.: ST-003

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

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

(b) Applicant: Kelly McDowall

Locations: Huntley Road, Hillington; Watt Road, Hillington; Maxwell Street, Paisley

Operating hours: Hillington sites - Monday to - Friday 6.00 am to 2:30 pm and

Paisley – Monday to Sunday – 9.00 pm to 4.00 am

Goods and Services: hot and cold snacks, beverages, confectionery and milk

Licence No.: ST-089

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

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

### 3 **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: Alexander Gordon  
Proposed Operator: Antonia Fucito  
Licence No.: TX066

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

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

(b) Present Operator: Partnership of J&T Taxis  
Proposed Operator: Roland Salzmann  
Licence No.: TX119

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

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

## **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 **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:-

Mutansar Latif

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

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

## 5 **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 a representation to the application:-

Applicant: James Lappin  
Licence No.: TX037

Mr Lappin, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

## 6 **Grant of Private Hire Car Operators' Licences - Personal Appearances**

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

(a) Krzysztof Koselarz

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

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

(b) Mustafa Alhafri

Mr Alhafri, 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.

## 7 **Renewal of Taxi Driver's Licence - Personal Appearance**

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

Applicant: Martin Treacy  
Licence No.: T0012

Mr Treacy, 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 two years. This was agreed unanimously.

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

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

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

Gerard Foy

Mr Foy, 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.

## 9 **Grant of Taxi Driver's Licence - Personal Appearance**

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

Scott Clark

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

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

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

Under reference to items 4(a) and 4(c) of the Minute of the meeting of this Board held on 26 October 2022, consideration was resumed of applications (c) and (e) for grant of Private Hire Car Drivers' Licences and there were submitted applications (a), (b), (d) and (f) for grant of Private Hire Car Drivers' Licences. Applicants (a), (b), (d), and (f) had been asked to appear personally for the first time and applicants (c) and (e) had been asked to appear personally for the second time together with Police Scotland who had submitted representations to applications (e) and (f):-

(a) Youssef Hamadi

Mr Hamadi, 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 the period to 1 August 2023. This was agreed unanimously.

**DECIDED:** That the application be granted for the period to 1 August 2023.

### **Adjournment**

The Board adjourned at 12 noon and reconvened at 12.10 pm

(b) Rana Ejaz Ahmed

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

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

### **Adjournment**

The meeting adjourned at 12.15 pm and reconvened at 1.30 pm.

(c) Mahababul Hoque

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

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

(d) Hafizullah Husseinkhel

Mr Husseinkhel, 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.

(e) Lennyederson De Jesus Barbosa

Mr Barbosa, the applicant, joined the meeting by video call, accompanied by his son. Sergeant Moore-McGrath, also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(f) Ewan Brooks

Mr Brooks, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that 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.

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

Under reference to item 9 of the Minute of the meeting of this Board held on 10 November 2022, consideration was resumed of application (b) for renewal of a Private Hire Car Driver's Licence and there were submitted applications (a), (c) and (d) for renewal of Private Hire Car Drivers' Licences. Applicants (a), (c) and (d) had been asked to appear personally for the first time and applicant (b) had been asked to appear personally for the second time together with Police Scotland who had submitted representations to applications (a) and (c) and an objection to application (b):-

(a) Applicant: John Paul Crangle  
Licence No.: P0390

Mr Crangle, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

(b) Applicant: Kojo Appiah  
Licence No.: P0579

The Assistant Managing Solicitor (Licensing) advised the Board that the application had been withdrawn.

**DECIDED:** That it be noted that the application had been withdrawn.

(c) Applicant: Paul McIntosh  
Licence No.: P0681

Mr McIntosh, the applicant, joined the meeting by telephone call together with

Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

### **Sederunt**

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

(d) Applicant: Abdul Karim Khalid  
Licence No.: P0101

Mr Khalid, 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 two years. This was agreed unanimously.

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

### **Adjournment**

The meeting adjourned at 3.25 pm and reconvened at 3.35 pm.

## **12 Hearing into Possible Suspension or Revocation of Private Hire Car Driver's Licence - Personal Appearance**

The Board considered the possible suspension or revocation of the undernoted Private Hire Car Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

Atif Akram  
Licence No.: P0777

Mr Akram, the licence holder, and his Solicitor, Mr Banks, both joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable.

After consideration of all matters before the Board, the Board adjourned to allow members to consider the matter. The Board reconvened and the Convener proposed that Mr Akram's Private Hire Car Driver's Licence be suspended for a period of one week from 16 February 2023 to 22 February 2023 inclusive. This was agreed unanimously.

**DECIDED:** That Mr Akram's Private Hire Car Driver's Licence be suspended for a period of one week from 16 February 2023 to 22 February 2023 inclusive.



## Minute of Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 19 January 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jennifer Adam, Councillor Fiona Airlie-Nicolson, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Audrey Doig, Councillor Edward Grady, Councillor Gillian Graham, Councillor John Gray, Councillor Anne Hannigan, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor David McGonigle, Councillor Iain McMillan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Jim Paterson, Councillor Emma Rodden, Mr Ravinder Singh

### Chair

Councillor Rodden, Convener, presided.

### In Attendance

S Quinn, Director of Children's Services, J Calder, Head of Service (Early Years & Broad General Education), T McGillivray, Head of Schools (Senior Phase & Inclusion), J Trainer, Head of Childcare & Criminal Justice, and L Johnston, Service Improvement Manager (all Children's Services); J Connolly, Senior Communications Officer (Chief Executive's); J Lynch, Head of Property Services, R Conway, Finance Manager, E Gray and R Devine, both Senior Committee Services Officers, D Cunningham, Assistant Committee Services Officer, G Dickie, Partnering & Commissioning Manager and D Pole, End User Technician (all Finance & Resources).

### Webcasting of Meeting

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

## Apology

Councillor Ben Smith

## Declarations of Interest

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

## Transparency Statement

Councillor Davidson indicated that she had a connection to item 7, Inspections of Registered Children's Residential Houses by the Care Inspectorate by reason of her daughter being employed by one of the service providers who were inspected. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

### 1 Revenue and Capital Budget Monitoring

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Children's Services and Finance & Resources for the period to 11 November 2022.

The projected Revenue outturn at 31 March 2023 for Children's Services was an overspend of £5.269 million (2.3%) against the revised budget for the year. The projected Capital outturn at 31 March 2023 for Children's Services was an underspend of £0.100 million (0.6%).

#### **DECIDED:**

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

(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 Paisley Grammar School Community Campus: Update Report

There was submitted a joint report by the Directors of Children's Services and Finance & Resources relative to progress made towards the progress of the construction of the new Paisley Grammar School Community Campus.

The report provided a background to the project and detailed the community consultation exercise which took place in 2020 and the decision taken at a meeting of this Policy Board held on 21 January 2021 to approve the building of the new campus. A Multi Disciplinary Design Team (MDDT) was appointed on 20 May 2022 and a principal contractor for delivery of the project was appointed thereafter.

Following a thorough review of the delivery programme it was determined that the targeted operation date of December 2025 would be extremely challenging due to global market conditions affecting the availability of materials and labour in the construction industry. It was noted that this operation date was a condition of the Scottish Futures Trust - Learning Estate Investment Programme funding which had been awarded for the project. Work had been undertaken to update the delivery programme which identified a new operation date of Summer 2026. Communication was undertaken with Scottish Futures Trust who advised that other funded projects were experiencing similar issues and that they felt the Council's approach was realistic in terms of the factors affecting the industry.

**DECIDED:** That the progress made to date, including the updated target completion date, be noted.

## **Sederunt**

Councillor Gray joined the meeting during consideration of the following item.

### **3 Achievement of a Curriculum for Excellence Level (CfE) Level Return 2022**

There was submitted a report by the Director of Children's Services relative to the Curriculum for Excellence attainment for Primary 1, 4, and 7 and Secondary 3 pupils in Renfrewshire for the 2021/22 session.

The 2021/22 return demonstrated that there had been an increase in attainment across all curricular areas. This followed the 2020/21 data which saw decreases across all curricular areas as a result of pandemic related disruption. The report provided data and recent trends relating to attainment by stage in listening and talking; reading; writing; and numeracy and made comparisons to the national average. Information relating to the poverty-related attainment gap was provided along with the measures used to reduce the gap.

#### **DECIDED:**

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

(b) That the efforts of the children and young people and the significant commitment of teachers and support staff be noted.

#### 4 **Education Scotland Inspection of Cochrane Castle Primary School**

There was submitted a report by the Director of Children's Services relative to the results of an inspection of Cochrane Castle Primary School carried out by Education Scotland. A letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was appended to the report.

An inspection of Cochrane Castle Primary School was carried out by Education Scotland over a period of three days in October 2022 with a focus on two quality indicators, which were: learning, teaching and assessment; and raising attainment and achievement. The results of the inspection were positive and evaluated learning, teaching and assessment as 'good' and raising attainment and achievement as 'satisfactory'. The inspection report was appended to the report and detailed four areas of strength and three areas for improvement.

**DECIDED:** That the key strengths and areas for further improvement identified in the Education Scotland inspection be noted.

#### 5 **Education Scotland Inspection of Barsail Primary School**

There was submitted a report by the Director of Children's Services relative to the results of an inspection of Barsail Primary School carried out by Education Scotland. A letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was appended to the report.

An inspection of Barsail Primary School was carried out by Education Scotland over a period of five days in September 2022 with a focus on four quality indicators, leadership of change; learning, teaching and assessment; ensuring wellbeing, equality and inclusion and; raising attainment and achievement. The results of the inspection were positive and evaluated all four quality indicators as 'very good'. The inspection report was appended to the report and detailed six areas of strength and one area for improvement.

**DECIDED:** That the key strengths and area for further improvement identified in the Education Scotland inspection be noted.

#### 6 **Annual report of the Fostering and Adoption Service 2021/22 Update on developments for Fostering Service**

There was submitted a report by the Director of Children's Services relative to the annual report of the Fostering and Adoption Service for 2021/22. The report was set in the context of the broader issues pertaining to Looked After and Accommodated Children. The annual report was attached in full at Appendix 1 of the report, the Fostering and Adoption Panel's constitution at Appendix 2 and the updated partnership agreement at Appendix 3.

The report covered the period 1 August 2021 to 31 July 2022. During this period, 15 children and young people had a permanency plan considered by the panel and approved. It was noted that changes had been made to the Fostering and Adoption Panel's constitution and the partnership agreement which was signed by foster carers and Renfrewshire Council at the point that new foster carers were approved.

**DECIDED:**

(a) That the content of the Fostering and Adoption Annual Report 2021/22, attached as Appendix 1 to the report, be noted;

(b) That the updated Fostering and Adoption Panel constitution, as attached as Appendix 2 to the report, be approved; and

(c) That the updated partnership agreement, attached as Appendix 3 to the report, be approved.

## 7 **Inspections of registered children's residential houses by the Care Inspectorate**

There was submitted a report by the Director of Children's Services relative to inspections which had been carried out at children's residential houses by the Care Inspectorate. Inspections were undertaken at Brediland, Beech Avenue, Arkleston and Barochan residential homes and the inspection reports were set out at Appendices 1-4 respectively.

The report provided details of the residential children's homes in Renfrewshire and set out the Care Inspectorate's proportionate risk model, the five key questions addressed in the inspections and the grading system used. Two of the houses received positive inspections, one had a grade of adequate and one graded as weak. Where a children's house received a grade of weak or adequate a formal support plan was put in place to address the areas identified as requiring improvement.

**DECIDED:**

(a) That the findings from the inspections of Renfrewshire's children's houses undertaken in 2021 and 2022 be noted; and

(b) That areas for service development and associated improvement actions be noted.



## Minute of Meeting

### Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 23 January 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### In Attendance

A MacArthur, Director of Finance & Resources; C Dalrymple, Head of Facilities & Property Services and L Rennie, Operations Manager (both Environment & Infrastructure Services); A Noble, Change & Improvement Officer and Lead Officer (Health & Social Care Partnership); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, M Boyd, Head of Transformation & OD, A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, K Locke, Risk Manager, S Fanning, Principal HR & OD Adviser, A Black, Managing Solicitor, John Kilpatrick, Finance Business Partner and Lead Officer, D Pole, End User Technician, C MacDonald, Senior Committee Services Officer, J Barron, Assistant Committee Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

### Also in Attendance

G Devlin, Partner & National Head of Internal Audit and A Kolodziej, Senior Manager (both Azets).

### Declarations of Interest

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

### Recording

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website.

## 1 **Development Programme**

K Lock gave a presentation on risk management. The presentation gave a brief overview of risk management; outlined the current framework, policy & strategy; highlighted key principles, scrutiny and challenges; intimated the latest in-house developments; and advised of the 12 areas of risk currently being considered.

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

## 2 **Summary of Internal Audit Reports for period 01 October to 31 December 2022**

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

The appendix to the report detailed the category of assurance, service, 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 October to 31 December 2022.

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

**DECIDED:** That the summary of Audit findings report for the period 1 October to 31 December 2022 be noted.

## 3 **Internal Audit and Counter Fraud Progress and Performance for Period to 31 December 2022**

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 April and 31 December 2022 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 in the period.

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

**DECIDED:** That the Internal Audit and Counter Fraud Team progress and performance from 1 April to 31 December 2022 be noted.

#### 4 **Summary of Outstanding Internal Audit Recommendations**

Under reference to Item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 18 March 2018, there was submitted a report by the Chief Auditor relative to a summary of outstanding Internal Audit recommendations.

The report provided an updated position of the critical recommendations that had been followed up during 2022/23 and had not yet been implemented. The appendix to the report detailed the recommendations that had not yet been implemented or were in the process of being implemented and the latest responses received from service management.

**DECIDED:** That the position in relation to the outstanding recommendations be noted.

#### 5 **Azets Audit Strategy 2022/23**

There was submitted a report by the Director of Finance & Resources relative to Azets taking over as the Council's external auditor.

The report advised that Azets have a new five-year external audit appointment which commenced in 2022/23. In advance of the formal Audit Plan being presented to the meeting of the Audit, Risk and Scrutiny Board in March, G Devlin from Azets, as the Audit Lead, gave a presentation which provided an introduction to the Audit Team and set out their strategy for 2022/23. A copy of Azets' Audit Strategy was attached as an appendix to the report.

**DECIDED:** That the presentation and Audit Strategy for 2022/23 attached as an appendix to the report be noted.

#### 6 **Absence Statistics - Quarter 3 2021/22**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 October to 31 December 2022.

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

**DECIDED:** That the report on absence statistics for the period 1 October to 31 December 2022 be noted.

## 7 **Scottish Information Commissioner – Annual Report**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Information Commissioner's Annual Report for 2021/22.

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 2021/22 referred to the lasting impact of COVID and concluded that one key impact was a significant increase in the number of appeals.

It was noted that in total there had been 73,983 FOI requests in Scotland in 2021/22 which was an increase on 69,519 from the previous year. Renfrewshire Council received 1,258 FOI requests in 2021/22 compared to 1,084 in 2010/21.

Across Scotland 3% of requests resulted in a requirement for review. The Council received 25 requirements for review in 2021/22 compared to 14 the previous financial year.

The report advised that the Council had received one valid appeal for 2021/22 and a decision was still awaited from the Commissioner.

The report advised that the low level of requirement for review compared to the volume of requests processed by the Council indicated that the Council continued to manage its responsibilities well.

### **DECIDED:**

(a) That the content 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 of the report be noted.

## 8 **Commissioner for Ethical Standards in Public Life in Scotland - Annual Report 2021/22**

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.

It was noted that the Acting Commissioner for Ethical Standards took over in April 2021 and was faced with significant activity during a particularly challenging period due to staff movement and restructure. However, the report advised that the Commission was working with the Scottish Government to produce positive change and received an unprecedented number of reports of good practice and were able to publish a revised Code of Practice which came into effect in October 2022 prior to their year-end.

Nationally during 2021/22 the Commissioner received 330 complaints compared with 238 in 2020/21. The subject matter of the complaints was detailed in the report, however, it was highlighted that the largest category of complaints related to disrespect toward employees/public.

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 three complaints had been received compared with five in 2020/21 and five in 2019/20. All three complaints received related to disrespect to the public/council officers.

One of the complaints was dismissed at the admissibility stage and did not progress to investigation. One of the complaints progressed to investigation where the Commissioner found the Councillor had not breached the Code of Conduct and the third was still under an open investigation.

It was noted that during the year April 2021 to March 2022 the Council, as part of its programme of events and development opportunities for Councillors provided two briefings for Councillors in relation to the Code of Conduct and these were detailed within the report.

### **DECIDED:**

(a) That the 2021/22 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.

## **9 Scottish Public Services Ombudsman (SPSO) Annual Report 2020/21**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) Annual Report 2021/22.

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 (34%) with Local Authority sector receiving the second highest number (32%).

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 43, compared with 31 in 2020/21. The report noted that there were 47 cases determined (these include cases carried forward from the previous year). Of the 47 complaints determined during the period, two went to investigation stage and a copy of the SPSO investigation reports relative to the two cases where the decision was “not upheld” and “upheld” were attached as appendices.

The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2021/22 the Council received 9,193 complaints compared with 6,179 in 2020/21.

**DECIDED:**

- (a) That the Annual Scottish Public Services Ombudsman report for 2021/22 be noted; and
- (b) That it be noted of the 47 complaints against Renfrewshire Council determined by the SPSO in 2021/22 none went to public investigation

## 10 **Bulk Uplifts - Lead Officer John Kilpatrick**

There was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of bulk uplifts in the countryside and at known fly-tipping spots.

The report intimated that the key purpose of the review would be to set out the current position in relation to bulk uplifts within Renfrewshire Council; to consider the impact of offering a free bulk uplift service for the elderly; and identify any other mitigations that could be recommended for the elderly that the Council could pursue within available resources.

Details of the proposed timetable for the review was outlined within the report.

**DECIDED:**

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in the report be approved;
- (c) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses;
- (d) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review; and
- (e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales.

## 11 Neighbour Disputes - Lead Officer Andrew Noble

There was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review on neighbour disputes.

The report intimated that the key purpose of the review would be to try to establish the scale and nature of neighbour disputes in Renfrewshire; to set out the current arrangements and approaches the Council and other stakeholders had for responding to neighbour disputes; to review the current disposals/actions that were available to the Council and others to resolve neighbour disputes; and to identify any other approaches, policy changes or mitigating actions that could be available to the Council within existing resources.

A list of proposed witnesses/representatives to be invited to future meetings to provide information/evidence to the Board was outlined within the report and details of the proposed timetable for the review was attached as an appendix to the report.

It was proposed that the Information Commissioner's Office guidance on use of domestic CCTV cameras would be circulated to Board members and the Lead Officer for Neighbour Disputes would include further investigation within his review on the use of domestic CCTV. This was agreed.

### **DECIDED:**

- (a) That the purpose and scope of the review be approved;
- (b) That the provisional timescale as outlined in the appendix to the report be approved;
- (c) That the Lead Officer be authorised to contact any organisations recommended by the Board who might have information useful to the Board and who might be potential witnesses;
- (d) That powers be delegated to the Lead Officer in consultation with the Convener to alter the timetable having regard to the availability of evidence and witnesses throughout the course of the review;
- (e) That the Lead Officer be authorised to make the necessary arrangements to progress the review within the agreed timescales; and
- (f) That the Information Commissioner's Office guidance on use of domestic CCTV cameras would be circulated to Board members and the Lead Officer for Neighbour Disputes would include further investigation within his review on the use of domestic CCTV.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of Item 6 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.

### **12 Summary of Internal Audit Investigation Reports for period 1 October to 31 December 2022**

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 Audit Reports finalised during the period from 1 October to 31 December 2022 be noted.

## Minute of Meeting

### Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 24 January 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Steel, Convener, presided.

### In Attendance

A Morrison, Head of Economy & Development; B Walker, Programme Director (City Deal & Infrastructure), R Cooper, Economic Development Manager, G Hunter, Chief Economic & Regeneration Officer, E Shearer, Senior Manager for Regeneration and Place, V Thomson, Heritage Project Officer and D Christie, Senior Communications Officer (all Chief Executive's); G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, V Howie, Finance Business Partner, R Devine and E Gray, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources) and K Devine, Project Director (OneRen).

### Webcasting of Meeting

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

### Declarations of Interest

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

## Transparency Statement

Councillor Nicolson indicated that he had a connection to Item 4 of the agenda – Cultural Infrastructure Projects: Update - by reason of him being a Director of the Paisley Museum Reimagined Board. However, he indicated that he had applied the objective test and did not consider that he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion and voting thereon.

### 1 Revenue and Capital Budget Monitoring Report

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the projected revenue outturn as at 11 November 2022 for those services reporting to the Economy & Regeneration Board which reported a breakeven position. The projected capital outturn for projects reporting to this Board as at 31 March 2023 was a breakeven position against the revised budget for the year. Tables 1 and 2 summarised the position and further analysis was provided in the appendices to the report. The report advised that since consideration of the previous report at the meeting of this Policy Board held on 1 November 2022 there had been net capital budget adjustments in the 2022/23 approved capital programme for Economy and Regeneration of £15.053m, largely as a result of reprofiling budget from 2022/23 into 2023/24 for Paisley Town Hall and Paisley Museum to reflect updated cashflows.

#### **DECIDED:**

- (a) That the projected Revenue outturn position detailed in Table 1 be noted;
- (b) That the projected Capital outturn position detailed in Table 2 be noted; and
- (c) That the budget adjustments detailed in sections 4 and 6 of the report be noted.

### 2 Renfrewshire Economic Profile Update (January 2023)

There was submitted a report by the Chief Executive relative to the eighth edition of the Renfrewshire Economic Profile.

The report indicated that the purpose of the Economic Profile was to describe and track local demographics and economic indicators for Renfrewshire on an annual basis. The data and analysis presented provided context and a baseline to assess the Renfrewshire economy over time and enabled members to track changes in the local economy through a set of key statistical indicators. The report made reference to a number of key indicators and provided associated statistical data via an economic indicator dashboard. It was noted, in terms of the profile, that as with previous versions of the report, Scotland and Glasgow City Region (GCR) had been selected as the most appropriate comparators. The report highlighted that the profile aligned with the Renfrewshire Economic Strategy, would be shared with stakeholders and become the key source of data relating to the performance of the local economy.

It was proposed following reference to the closure of M&Co in Johnstone that officers from the Council's Economy and Development Service arrange to meet with the Administrators and the trade unions. This was agreed. The Convener, seconded by Councillor Campbell moved that the content of the January 2023 Renfrewshire Economic Profile Update be noted. This was agreed.

Councillor Doig, seconded by Councillor Steel, moved as an addition that 'this Board welcomes the continued success of the Retail Improvement Scheme in assisting town centre traders and small businesses across Renfrewshire's Town Centres to retain and improve their retail footfall, but notes with concern the level of town centre vacancy rates in both Paisley and Johnstone and therefore agrees that a Town Centre Vacancy Taskforce consisting of relevant officers be formed with a specific remit to examine the barriers to occupancy and letting, bringing forward potential policy changes that assist in removing identified barriers, promoting vacancies which are market ready and identifying actions for those which are not.' This was agreed.

### **DECIDED:**

(a) That officers from the Council's Economy and Development Service arrange to meet with the Administrators and the trade unions in connection with the closure of M & Co in Johnstone;

(b) That a Town Centre Vacancy Taskforce, consisting of relevant officers, be formed with a specific remit to examine the barriers to occupancy and letting, bringing forward potential policy changes that assist in removing identified barriers, promoting vacancies which were market ready and identifying actions for those which were not; and

(c) That the content of the January 2023 Renfrewshire Economic Profile Update be noted.

## **3 Net Zero Business Support and Grants**

There was submitted a report by the Chief Executive relative to the Green Economy workstream, including the Net Zero Business Grant fund and wider support to businesses.

The report stated that an initial action within the Green Economy remit was the design and implementation of a Net Zero Business Grant for Renfrewshire. The Grant Fund had been established via resources secured through the Climate Change Action Fund and Local Authority Covid Economic Recovery Fund and launched in June 2022. The report provided an overview of the fund to date, outlined actions to increase successful applicants, as well as the wider green economy support package being progressed with City Region Partners. Additional funding had been identified through the Business Theme of the UK Shared Prosperity Fund, which was open to small and medium sized enterprises with premises within Renfrewshire and enabled local businesses to apply for up to £10,000, to a maximum of 50% grant rate, towards eligible projects which would reduce their carbon emissions. The total fund available, to 31 March 2025, was approximately £500,000. It was noted that the grant fund had attracted significant interest and enquiries however conversions to successful applications had been limited. Various factors considered to be contributing to the low conversion rate were outlined within the report. A survey of Renfrewshire businesses was currently being undertaken to provide a platform for businesses to communicate

the obstacles and challenges they faced in achieving net zero and to inform the Council's approach to green business support provision.

It was proposed that an online discussion event be convened with all elected members to obtain their views and feedback received by them from businesses within their wards as to potential revisions to Net Zero Business support and grant eligibility criteria with the aim of increasing uptake. This was agreed.

**DECIDED:** That an online discussion event be convened with all elected members to obtain their views and feedback received by them from businesses within their wards as to potential revisions to Net Zero Business support and grant eligibility criteria with the aim of increasing uptake and that otherwise the report be noted.

#### 4 **Cultural Infrastructure Projects - Update**

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

The report stated that the Cultural Infrastructure Programme was a once-in-a-generation investment in Paisley town centre that would use Paisley's internationally significant cultural and heritage story to transform the future for visitors and events within Scotland. The programme of work would bring new footfall and life to the town centre, new homes, top class events and life-changing cultural experiences whilst preserving the heritage of the town. It was highlighted that since the beginning of the Cultural Infrastructure Programme, the scale of the economic shock experienced from global events, such as the pandemic and war in Ukraine, had been unforeseeable and introduced significant pressure on the Council and its contractors in delivering the ambitious plans. Completion of the projects was central to the recovery and inclusive growth of the Renfrewshire economy and Paisley Town Centre. It was highlighted that whilst each of the Cultural Infrastructure projects individually contributed to economic growth in Renfrewshire, it was important to note that the combined social and economic outcomes from the investments was greater than the sum of the individual parts. Coupled with the Council's wider economic investments in City Deal, AMIDS, housing and other regeneration projects the social and economic outcomes for local residents and visitors was enhanced further.

Individual updates were provided in respect of the Paisley Town Hall Redevelopment, Paisley Learning and Cultural Hub, Paisley Arts Centre, Paisley Museum Reimagined, Abbey Quarter and St James Playing Fields & Ferguslie Sports Centre Projects and the Townscape Heritage and Conservation Area Regeneration Scheme 2 (TH.CARS2), together with details of community benefits, marketing, communications and engagement arrangements. It was noted that planned progress had been difficult to maintain in line with programmes on all projects and that the Council continued to work closely with contractors to monitor and provide reasonable support to ensure the successful delivery of the projects. The Council and OneRen teams were currently working together to finalise opening plans for venues and an update would be prepared and submitted to the next meeting of this Policy Board.

**DECIDED:**

(a) That the progress and current stage of construction of the projects outlined in the report be noted; and

(b) That it be noted that OneRen would submit details of the cultural infrastructure opening programme and marketing plans to the next meeting of this Policy Board.

## 5 Tourism Update

There was submitted a report by the Chief Executive relative to the development of a new Tourism Action Plan.

The report advised that the Renfrewshire Visitor Plan, produced within the context of a live bid for the 'UK City of Culture 2021', had concluded in 2021, with annual reports and a final report submitted to the meeting of the Leadership Board held on 2 December 2020. In this respect, there was now perceived to be an opportunity to refresh Renfrewshire's approach to supporting tourism in the context of an 'action' plan that set out a number of key themes. Reference was made to the investment in Paisley's cultural infrastructure and its anticipated impact on the visitor economy in the region. It was also highlighted that the region was home to a national gateway in the form of Glasgow International Airport and that it was vital that Renfrewshire built on this success to support wider tourism ambitions across the region.

The report made reference to strategic links already in place which could be utilised to develop and support a Tourism Action Plan, the review of the current position of Renfrewshire's tourism economy, undertaken by Business Pointer, and areas for future focus. Initial work had been carried out to consider the key strengths and opportunities of the tourism sector and a series of key themes identified, namely Collaboration, Infrastructure, Rural Renfrewshire, Paisley, Events, and Business Tourism. It was also indicated that work would continue with key industry stakeholders to build on the key themes and develop a new tourism action plan by March 2023.

It was proposed that the Head of Marketing & Communications be invited to provide, at the next meeting of this Policy Board to be held on 14 March 2023, a summary of planned promotional activity, (i) for the wider Renfrewshire area; and (ii) that builds on the significant capital investment across key buildings in Paisley. This was agreed.

### **DECIDED:**

(a) That the work undertaken and progress to date in engaging industry and key stakeholders around a series of key themes for progression be noted;

(b) That the intent to develop a new Tourism Action Plan, by March 2023, which would be led by a new tourism industry group, aligned to the Economic Leadership Panel, be noted; and

(c) That that the Head of Marketing & Communications be invited to provide, at the next meeting of this Policy Board, a summary of planned promotional activity, (i) for the wider Renfrewshire area; and (ii) that builds on the significant capital investment across key buildings in Paisley.



## Minute of Meeting

### Planning and Climate Change Policy Board

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

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

### Chair

Councillor Paterson, Convener, presided.

### In Attendance

L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Economy & Development, D Love, Chief Planning Officer, G McCracken, Development Standards Manager, S Marklow, Strategy & Place Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader, A McKenzie, Access Officer, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer and G Crawford, Senior Communications Office (all Chief Executive's); K Anderson, Sustainability, Place & Assets Manager (Environment & Infrastructure); and N Young, Assistant Managing Solicitor (Litigation & Advice), V Howie, Finance Business Partner, D Pole, End User Technician, R Devine and E Gray both Senior Committee Services Officers and D Cunningham, 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 Revenue & Capital Budget Monitoring Report

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 11 November 2022.

The report stated that the projected outturn as at 31 March 2023 for all services reporting to this Policy Board was a breakeven position. It was noted that there were no capital budget projects reporting to this Policy Board. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that the projected outturn was based on information currently available and assumptions made by service budget holders. It was also highlighted that there had been no revenue budget adjustments processed since the report submitted to the meeting of this Policy Board held on 25 October 2022.

**DECIDED:** That the projected outturn position, detailed in Table1 of the report, be noted.

## 2 Net Zero Renfrewshire

Under reference to Item 2 - Scotland's Councils' Approach to Addressing Climate Change: Audit Scotland Briefing, - of the meeting of this Policy Board held on 1 November 2022, there was submitted a report by the Chief Executive detailing the challenges and actions required in terms of the approved Renfrewshire Plan for Net Zero should the local target for net zero be revised from 2030 to 2025.

The report made reference to the climate emergency declared at the meeting of Renfrewshire Council on 27 June 2019 and the Plan for Net Zero approved at the meeting of this Policy Board held on 23 August 2022, which committed to working towards net zero by 2030 for both the Renfrewshire area as a whole and Renfrewshire Council as an organisation. This target placed Renfrewshire 15 years ahead of the national target, as set out in the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019, which committed Scotland to become net zero by 2045, and 20 years ahead of the UK Government target of net zero by 2050.

It was highlighted that Renfrewshire's Plan for Net Zero was Council-led but was for the Renfrewshire area. In terms of achieving net zero, it was emphasised that the scale of the challenge for Renfrewshire as an area and the Council as an organisation was significant. The report indicated that Renfrewshire Council made up around 2.5% of the area's total emissions but around 33% of area-wide emissions were from sectors that could be directly shaped or influenced by council policy or partnerships, including waste and recycling services; land use and planning policies; and transport strategies.

The report outlined the background of the approach taken to date; the milestones to progress towards net zero; and what might be involved should the net zero target date be changed. The report also indicated that whilst there was significant commitment and focus within the Council and across Renfrewshire, the resource and financial capacity required to deliver on a 2025 target would not be possible at this time. Assurances were provided that officers would submit, to future meetings of the Policy Board, costed delivery plans for key priority areas that required to be targeted to

reduce carbon emissions and that at all stages throughout the delivery of the Net Zero Plan, officers would look to identify opportunities with partners to accelerate progress wherever possible within the resources and capacity available.

A proposal by Councillor Andy Doig, that 'this Board as part of its Net Zero strategy will encourage the reduction of mass produced lamb, beef and dairy which are produced by non-sustainable means and work with the quality lamb, beef and dairy sector in Renfrewshire to produce a just transition to such a reduction in the diets of employees' was accepted by the Convener and agreed unanimously.

Councillor Smith, seconded by Councillor Gilmour, moved that 'council officers be instructed to produce a plan for Renfrewshire to be Carbon Neutral by 2025. The report should advise councillors on how carbon offsetting could be used to offset the emissions produced by Renfrewshire. The report would be brought to a subsequent meeting of the Planning and Climate Change policy board for board members to decide whether to enact the plan. The plan would be distinct from the 2030 Net Zero target which focusses on domestic initiatives and concerns, whereas the Carbon Neutral plan should focus on the applicability of external carbon offsetting'. Following clarification that officers would be instructed to prepare a report in relation to a Plan for Renfrewshire to be Carbon Neutral by 2025 rather than a Plan the motion was agreed.

#### **DECIDED:**

(a) That the background and milestones to Renfrewshire's 2030 net zero target and what might be involved if this target were to be changed be noted;

(b) That the recommendation at Section 1.6 from officers that the 2030 target should remain and continue to be progressed as a priority by all partners in Renfrewshire be noted;

(c) That it be noted that regular updates would be submitted to this Policy Board on the further development of the Plan for Net Zero; its ongoing implementation; and the identification of opportunities to accelerate action across different themes and work programmes;

(d) That the Policy Board, as part of its Net Zero strategy, would encourage the reduction of mass-produced lamb, beef and dairy which were produced by non-sustainable means and work with the quality lamb, beef and dairy sector in Renfrewshire to produce a just transition to such a reduction in the diets of employees; and

(e) That council officers submit a report to a future meeting of this Policy Board in relation to a Plan for Renfrewshire to be Carbon Neutral by 2025, which would be distinct from the 2030 Net Zero target which focused on domestic initiatives and concerns, whereas the Carbon Neutral plan should focus on the applicability of external carbon offsetting and advising Board members on how carbon offsetting could be used to offset the emissions produced by Renfrewshire.

### **3 Renfrewshire Planning Performance Framework Feedback 2021/22**

There was submitted a report by the Chief Executive relative to the feedback report provided by the Minister for Public Finance, Planning and Community Wealth in

relation to Renfrewshire's Planning Performance Framework 2021/22, a copy of which was appended to the report.

The report stated that a system of performance management for planning had been established by local authorities and the Scottish Government, which required all planning authorities to produce an annual Planning Performance Framework. The Framework had been developed by the Heads of Planning Scotland to capture and highlight a balanced measurement of planning performance, showing commitment to speed of decision making; qualitative analysis, delivery and implementation of good quality development and design; project management and communication consultation, and engagement with communities and stakeholders.

It was noted that the Framework provided planning authorities with an opportunity to demonstrate continuous improvement, achievements and successes. The Renfrewshire Planning Performance Framework 2021/22 demonstrated that the Council was committed to continuous improvement in the service it provided in its role as a local planning authority and the feedback report received had been positive with all areas of the assessment awarded green for achieving the required level of performance in each area of review.

**DECIDED:** That the positive feedback report on Renfrewshire's Planning Performance Framework 2021/22 be noted.

#### 4 **Update on National Planning Framework 4**

There was submitted a report by the Chief Executive relative to implementation of the Planning (Scotland) Act 2019 and the wider reforms of the planning system.

The report advised that as part of the delivery of transforming planning, the Scottish Government had published a draft National Planning Framework 4 (NPF4), to which Renfrewshire Council had provided a comprehensive response in March 2022. A revised draft NPF4 – A spatial plan for Scotland to 2045 had subsequently been laid before the Scottish Parliament on 8 November 2022. Thereafter the Scottish Parliament had scrutinised the proposed NPF4 and heard evidence from a range of stakeholders, groups and agencies to inform Parliament's consideration. The Scottish Parliament approved NPF4 on 11 January 2023 and the approved NPF4 document was available to view on the Scottish Government website.

NPF4 was now subject to the formal development plan adoption process by the Scottish Ministers. On adoption the provisions of the Planning Act(s) would commence which would make NPF4 part of the statutory development plan which Renfrewshire Council would require to take into account as a material consideration in the preparation of the next Renfrewshire Local Development Plan and all planning applications.

**DECIDED:** That the update and progress on the adoption of NPF4 be noted.

#### 5 **Tree Preservation Order Requests**

Under reference to item 5 of the Minute of the meeting of this Policy Board held on 1 November 2022 there was submitted a report by the Chief Executive relative to the Tree Preservation Order (TPO) requests agreed and requests to apply a TPO

designation to a site at Dykebar, Paisley.

The report advised that the TPO requests submitted were to be considered in terms of the relevant legislation, namely, Section 160 of The Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc (Scotland) Act 2006, and within the procedures set out in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2011. A summary of the Renfrewshire Planning & Development Tree Policy 2022, approved at the meeting of the Communities, Housing & Planning Policy Board held on 15 March 2022, was provided.

The report provided updates in respect of the TPOs previously agreed, at the meeting of this Policy Board held on 23 August and 1 November 2022, in respect of sites at (i) Erskine Old Lane site of substantive nature conservation value (SINC); (ii) Kirklandneuk, Renfrew; and (iii) University of West of Scotland (UWS) Thornly Park Campus, Paisley. It was highlighted that no comments had been received in respect of the sites at Erskine Old Lane SINC or Kirklandneuk, Renfrew but that comments had been received in respect of the UWS Thornly Park Campus, Paisley site with the site owners advising that, as a result of the ongoing postal strikes, notification had only been received on 29 December 2022. This had subsequently been confirmed by recorded delivery check and given the circumstances, it was proposed to extend the deadline for receipt of comments in respect of the proposed TPO at UWS Thornly Park Campus to 26 January 2023. It was further noted that comments received following the conclusion of the extended consultation period would be considered and a further report would be prepared and submitted to a future meeting of this Policy Board to confirm or otherwise the tree preservation order.

The report also referred to a number of other requests received for the designation of TPOs and advised that, to date, one of the sites involved, at land within the grounds of Dykebar Hospital, had been considered, an assessment undertaken and detailed within the report, and a recommendation provided in respect of whether a TPO should be made together with considerations. Furthermore the report indicated that requests for TPO designations had been received in connection with (i) a site in Houston; (ii) a site at 16 Edzell Drive, Elderslie; and (iii) a site at St. Marks Church. The report stated that consideration and assessment of these sites would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board.

### **DECIDED:**

(a) That the Tree Preservation Orders in respect of the sites known as Old Lane SINC, Erskine and Land at Kirklandneuk, Renfrew be confirmed and that officers make the orders public and register them with the Land Registry for Scotland;

(b) That it be noted that the TPO designation agreed, at the meeting of this Policy Board held on 1 November 2022, in respect of the site known as UWS Thornly Park Campus was currently subject to a period of public consultation and that as a result of notifications being delayed due to the ongoing Royal Mail strikes further time had been provided for interested parties to make comments in relation to the TPO;

(c) That it be noted that the UWS Thornly Park Campus proposal would submitted to a future meeting of the Planning and Climate Change Policy Board for confirmation or otherwise of the order;

(d) That the need for a tree presentation order at a site known as Dykebar, Paisley be approved and that it be agreed that officers proceed to prepare the Order, serve it on relevant parties, make the order available to the public and seek representations; and

(e) That it be noted that consideration and assessment of the sites at Houston, Elderslie and St. Marks Church, Paisley would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board.

## **6 Site Development Briefs – Thriplee Road, Bridge of Weir and Auchenlodment Road, Elderslie**

There was submitted a report by the Chief Executive relative to site development briefs prepared in respect of land at Thriplee Road, Bridge of Weir and Auchenlodment Road, Elderslie.

The report highlighted that the green belt designation which previously covered both the land at Thriplee Road, Bridge of Weir and Auchenlodment Road, Elderslie in the Renfrewshire Local Development Plan 2021 had been quashed following an appeal to the Court of Session. Consequently, both sites were now identified as ‘white space’ in the local development plan which removed the previous green belt designation. In addition the report advised that the site development briefs set out a planning framework for the sites, identifying a number of factors, including site context; site layout and building design; landscaping and boundary treatments; accessibility; sustainable urban drainage; renewables/sustainability; digital connections; affordable housing; education provision; open space provision; and supporting information, that required to be addressed in preparing development proposals for the sites. Copies of the proposed site development briefs were attached as Appendix 1 of the report. The report indicated that in the event the site development briefs were approved by the Policy Board arrangements would be made to publish them on the Council’s website, use them to guide development proposals for the sites and be a material consideration when considering future planning proposals.

**DECIDED:** That the site development briefs relating to sites at Thriplee Road, Bridge of Weir and Auchenlodment Road, Elderslie be approved.

## **7 Planning Applications**

There were submitted reports by the Chief Executive relative to the following applications for planning permission that required to be determined by the Board.

**7(a) 21/1520/PP - Erection of Waste Tyre and Rubber Recycling and Processing Plant (Use Class 5, General Industry) with ancillary office and staff welfare facilities and associated access, parking, landscape, and infrastructure proposals at 2 Lyon Road, Linwood, Paisley, PA3 3BQ by SSH Recycling Ltd**

Councillor McFarlane indicated that he was of the view that the application should be granted, outlining the main reasons for adopting this position.

## **ADJOURNMENT**

The meeting adjourned at 1.42pm and reconvened at 1.47pm

Councillor McFarlane, seconded by Councillor Ann-Dowling, moved that the application be granted subject to conditions as it was considered to contribute to net zero targets, would help resolve flytipping issues relating to tyres and mitigation measures had been put in place to resolve flooding issues. This was agreed unanimously.

It was proposed that authority be delegated to the Head of Economy & Development, in consultation with the Convener, to develop and assign appropriate planning conditions for the development. This was agreed unanimously.

**DECIDED** That the application be granted, as it was considered to contribute to net zero targets, would help resolve flytipping issues relating to tyres and mitigation measures had been put in place to resolve flooding issues, subject to appropriate conditions to be developed and assigned by the Head of Economy & Development, in consultation with the Convener, for the development and the reasons outlined.

### **Sederunt**

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

#### **7(b) 22/0363/PP: Formation of 2 lane road, including a bridge crossing over the White Cart Water, road and footpath upgrades and other associated works at Site Linking Inchinnan Road and Harbour Road With Abercorn Street, Paisley by Renfrewshire Council**

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

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

#### **7(c) 22/0582/PP: Erection of Solar Park and associated infrastructure including substations, boundary fencing and access tracks at Site Between Nether Southbar and East Fulwood, Greenock Road, Inchinnan by Mactaggart & Mickel Investments Limited**

In response to an enquiry, assurances were provided by the Development Standards Manager that should the site be decommissioned the site would require to be returned to its previous agricultural use in the greenbelt and would not be reclassified as brownfield land.

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

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

**7(d) 22/0696/TP: Removal of ten mature trees and approximately 50 smaller trees / saplings to facilitate construction of drainage line at Clyde Waterfront and Renfrew Riverside Infrastructure Project, Meadowside Street, Renfrew by Mr Alister Milne Graham Construction**

Councillor Shaw proposed that the application be granted subject to the conditions and reasons detailed within the report and amendment of the re-planting strategy, submitted in support of the application, to require the planting of six trees for every mature tree removed, with the replacements being heavy standards, and the planting of four trees for each of the smaller trees/saplings removed. This was agreed unanimously.

**DECIDED:** That the application be granted subject to the conditions and reasons detailed within the report and amendment of the re-planting strategy, submitted in support of the application, to require the planting of six trees for every mature tree removed, with the replacements being heavy standards, and the planting of four trees for each of the smaller trees/saplings removed.

**7(e) 22/0740/LB: Demolition of Kelvin House, Marshall's Lane, Paisley, PA1 1UX by Renfrewshire Council**

Councillor McNaughtan, seconded by Councillor McGurk, moved that consideration of the application be continued in the absence of replacement redevelopment proposals for the site and to enable further examination, by Council officers, of the potential retention of the façade of Kelvin House. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued in the absence of replacement redevelopment proposals for the site and to enable further examination, by Council officers, of the potential retention of the façade of Kelvin House.

**7(f) 22/0741/CA: Demolition of former depot building, Marshall's Lane, Paisley by Renfrewshire Council**

Councillor McNaughtan, seconded by Councillor McGurk, moved that consideration of the application be continued in the absence of replacement redevelopment proposals for the site and to enable further examination, by Council officers, of the potential retention of the façade of Kelvin House. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued in the absence of replacement redevelopment proposals for the site and to enable further examination, by Council officers, of the potential retention of the façade of Kelvin House.

**7(g) 22/0078/PP: Erection of 10 detached dwellinghouses with associated access, parking and landscaping at Former Carsewood Home, Hillfoot Drive, Howwood, Johnstone by SIM Building Group & A S Homes (Scotland) Ltd**

Councillor Gilmour, seconded by Councillor Andy Doig, moved that consideration of the application be continued pending a site visit. This was agreed unanimously.

**DECIDED:** That consideration of the application be continued pending a site visit.

## Minute of Meeting

### Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 25 January 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

#### Chair

Councillor Campbell, Convener, presided.

#### In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy & Development Services, B Walker, Programme Director (City Deal & Infrastructure), G Crawford, Senior Communications Officer, A Johnston, Principal Estates Surveyor and C Horn, both Senior Planning & Policy Development Officers (all Chief Executive's); G Hutton, Head of Operations & Infrastructure, C Dalrymple, Head of Facilities & Property Management and G Hunter, Chief Economic & Regeneration Officer (all Communities & Housing Services); K Anderson, Amenity Services Manager - Waste, K Gray, Streetscene Manager, D Kerr, Service Co-ordination Manager, G Hannah, Transportation & Change Manager, L Rennie, Operations Manager and S Heron, Assistant Transportation & Development Manager (all Environment & Infrastructure); and M Conaghan, Head of Corporate Governance, M Law, Senior Asset & Estates Surveyor, L Dickie, Finance Business Partner, C Doogan, Energy Team Leader, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, E Gray, Senior Committee Services Officer, K O'Neill, Assistant Democratic Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

#### Webcasting of Meeting

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

## Declarations of Interest

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

### 1 Revenue and Capital Budget Monitoring

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities & Housing Services as at 11 November 2022.

The report stated that the projected revenue outturn as at 31 March 2023 for all services reporting to this Policy Board was an overspend position of £2.098 million against the revised budget for the year, 6.8% of the budget. The projected capital outturn as at 31 March 2023 for projects reporting to the Board was a break-even position against the revised budget for the year. Summaries were provided around the relevant services in the tables within the report, together with further analysis.

It was noted that there had been capital budget adjustments of £0.452 million for budget increases to reflect a grant award; £0.400 million in budget reprofiling for the Bridge Strengthening and Vehicle Replacement Programme projects; and £0.200 million in budget transfers.

#### **DECIDED:**

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

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

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

### 2 Operational Performance Report

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

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

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

### 3 **Electric Vehicle Infrastructure & Road Related Services**

There was submitted a report by the Director of Environment & Infrastructure relative to the proposed introduction of charges for electric vehicle charging and other road related services in Renfrewshire.

The report advised that the public could currently charge their electric vehicles for free at 118 parking pays across Renfrewshire with the Council absorbing the cost of the electricity and infrastructure. The report set out the proposed tariffs for slow, fast and rapid chargers in pounds per kilowatt hour along with the time taken to reach 80% charge and the proposed overstay fee for each. It was proposed that the charging rate would be introduced in April 2023 with the overstay fee being introduced later that year.

The report also advised that the Council offered a number of discretionary road related services for free which resulted in a cost to the Council. The proposed fees for these services were £250 for marking an H-bar line outside of a private property, £4,000 for opening the Bascule Bridge, Renfrew and £100 for the removal of illegal signage. It was proposed that these charges be introduced in April 2023.

#### **DECIDED:**

(a) That the electric vehicle charges, as set out on section 3.4 of the report, be approved; and

(b) That the revised road related service charges, as set out in section 4 of the report, be approved.

### 4 **ECO-flex 4**

There was submitted a report by the Director of Environment & Infrastructure relative to the UK Government's ECO-flex 4 funding stream and the Council's statement of intent which set out the qualifying criteria for the scheme. The draft statement of intent was attached at Appendix 1 to the report.

The report advised that ECO-flex 4 funding stream was a direct replacement for the Eco-flex 3 scheme which the Council had been a member of and would allow the Council to provide funding to Renfrewshire's private sector, fuel poor households which did not meet criteria for other support schemes. Detail was provided on how Eco-flex 4 would be beneficial to the Council's journey towards net-zero emissions and carbon neutrality.

**DECIDED:** That the statement of intent, as detailed in Appendix 1 of the report, be approved for submission to the Office of Gas and Electricity Markets (OFGEM) and publication on the Council's website.

## 5 **Affordable Housing Sites in Renfrewshire - transfer to Housing Revenue Account**

There was submitted a report by the Chief Executive relative to the transfer of land from the Council's General Services Account to its Housing Revenue Account to facilitate the delivery of new housing within the context of the approved Renfrewshire Strategic Investment Plan 2023/28. The sites were identified in plans attached as appendices to the report.

The report made reference to the Council's Strategic Housing Investment Plan 2023/28 and Local Housing Strategy and how the use of existing land in the Council's ownership to develop new affordable homes across Renfrewshire could help achieve the objectives contained within them.

The report identified sites at Blackstoun Road, Paisley; Carbrook Street Paisley; Former Garthland House, Paisley; and Former Cochrane Castle Primary School, Johnstone and sought authority to transfer them from the General Services Account to the Housing Revenue Account with a view to facilitating the delivery of social rented housing. Valuations for the sites, provided by valuation surveyors in the Council's Estates Team, were set out in Table 1 of the report.

**DECIDED:** That the transfer of four sites from the General Services Account to the Housing Revenue Account, at the net values listed in Table 1 of the report, be approved.

## 6 **Surplus Status for Residential Properties on School Grounds**

There was submitted a report by the Chief Executive relative to the surplus status of six residential properties on school grounds. The sites were identified in plans attached as appendices to the report.

The report intimated that the properties located within the grounds of Brediland Primary, Paisley; Wallace Primary, Elderslie; Our Lady of Peace Primary, Linwood; St Anthony's Primary, Johnstone; Bridge of Weir Primary, Bridge of Weir; and St Pauls Primary, Paisley had become surplus to operational requirement and sought to transfer them to the Housing Revenue Account.

The Head of Economy & Development in consultation with the Director of Finance & Resources advised that it was appropriate that the General Services fund be compensated for the loss of the properties and that a total transfer cost, payable to the General Fund by the Housing Revenue Account, of £252,550 for the six properties had been agreed.

**DECIDED:**

(a) That the six properties, detailed in the report, be declared surplus to requirement;

(b) That the transfer of the properties from the General Fund to the Housing Revenue Account be approved; and

(c) That it be noted that a total transfer cost of £252,550 would be paid from the Housing Revenue Account to the General Fund.

## 7 **Land Adjacent to Barnwell Street Bridge, Paisley**

There was submitted a report by the Chief Executive relative to a piece of land adjacent to Barnwell Street Bridge, Paisley. The site was identified in a plan attached as an appendix to the report.

The report intimated that the land had been acquired by the Council using a Compulsory Purchase Order in June 2019 as part of the City Deal Project to facilitate the construction of the new bridge across the White Cart. An updated design for the bridge meant that less land was required and subsequently Air Sea Scotland Limited indicated they wished to purchase the land. The proposed terms and conditions for the sale were detailed in full within the report.

### **DECIDED:**

(a) That the land adjacent to Barnwell Street Bridge, Paisley, as detailed in the plan appended to the report, be declared surplus to requirements; and

(b) That the Head of Corporate Governance be authorised to conclude a sale on the basis of the terms and conditions detailed in this report.

## 8 **Lease renewal at Camphill Court, Paisley**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease for the telecommunications mast at Camphill Court, Paisley by the current lease holder Vodafone. The site was identified in a plan which was appended to the report.

The report intimated that the current lease holder had been a tenant since 1998 and that the lease was currently operating on a year-to-year basis at a rate of £8,750 per year plus VAT, service charge and insurance costs.

The sought extension was for a period of 10 years from a date to be agreed by both parties at a rate of £7,500 in year 1, £6,000 in year 2, £5,000 in year 3 and £4,000 in years 4-10 plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:** That the Head of Corporate Governance be authorised in conjunction with the Head of Economy & Development to conclude a new lease of the telecommunications mast at Camphill Court, Paisley on the basis of the terms and conditions detailed in the report.

## 9 **Land at Kilpatrick Drive, Erskine**

There was submitted a report by the Chief Executive relative to a piece of land at Kilpatrick Drive, Erskine. The site was identified in a plan attached as an appendix to the report.

The report intimated that the land was within the Erskine Riverfront Transition Area and had been advertised for sale over a number of years with a view to attracting a range of possible uses.

Following interest in the site, it was marketed in November 2022 with a closing date set for 19 December 2022. Two offers for purchase were received and the top offer of £100,000 was from The Elim Trust. The proposed terms and conditions of the sale were detailed in full within the report.

**DECIDED:** That the Head of Corporate Governance be authorised in conjunction with the Head of Economy & Development to conclude a sale of this land to The Elim Trust, on the basis of the terms and conditions detailed in the report.

## 10 **Lease Renewal - Renfrewshire House - First Floor South - Care Inspectorate**

There was submitted a report by the Chief Executive relative to the proposed lease of Renfrewshire House, First Floor South. The site was identified in a plan which was appended to the report.

The report intimated that the Care Inspectorate had given Renfrewshire Council formal legal notice of their intention to terminate their existing lease, which ran from 31 March 2017 to 30 March 2027, at the break option available to them on 30 March 2023.

The sought lease was for a period of five years from 31 March 2023 with an annual tenant-only break option at a rate of £77,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions of the lease were detailed in full within the report.

**DECIDED:** That the Head of Corporate Governance be authorised in conjunction with the Head of Economy & Development to conclude a new lease of Renfrewshire House - First Floor South, Paisley on the basis of the terms and conditions detailed in the report.

## 11 **Year Lease of Shop at 38-40 MacDowall Street, Johnstone**

There was submitted a report by the Chief Executive relative to the proposed lease of a shop at 38-40 MacDowall Street, Johnstone. The site was identified in a plan which was appended to the report.

The report intimated that the property placed on the market for lease on 1 December 2022 with an asking rent of £7,000 per annum. Due to the level of interest, a closing date was set for the property and one offer was received.

The offer was received from Creative Therapies Scotland for a nine-year lease of the property at a rate of £7,200 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that had been provisionally agreed with the Council and Creative Therapies Scotland be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease based on the terms and conditions detailed in the report.

**12 2 Year Lease Renewal - Migrant Helpline Limited, 9 Christie Street, Paisley**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease for the property at 9 Christie Street, Paisley by the current lease holder Migrant Helpline Limited. The site was identified in a plan which was appended to the report.

The report intimated that the current lease commenced on 18 January 2014 and had since been extended twice and had continued on an annual basis since 1 April 2020. The current lease agreement set out a rent of £36,000 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of two years from 1 April 2023 at a rate of £45,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to renew the lease of 9 Christie Street, Paisley to the existing tenant for a two-year period from 1 April 2023 and on the provisional terms and conditions outlined in the report; and

(b) That it be noted that the Head of Corporate Governance and the Head of Economy and Development would incorporate any other terms and conditions as may be considered necessary to protect the interests of the Council.

**13 Houston Village Hall**

There was submitted a report by the Chief Executive relative to Houston Village Hall. The site was identified in a plan attached as an appendix to the report.

The report intimated that the property had been leased by the Church of Nazarene from 1 June 2011 to 30 April 2022 and was currently unoccupied. A condition survey of the building was undertaken in 2010 by Drivers Jonas Deloitte which estimated that £180,000 of investment was required over a 20-year period for the property to remain in a good condition and fit for occupation. It was noted that the Church of Nazarene as tenants were only able to conduct basic maintenance.

The Council did not have dedicated funds available to invest in ensuring the long term sustainability of the building and were not aware of any other local group or organisation which did. The report sought to declare the property be declared as surplus to requirement with a view to advertising it for sale on the open market. A development brief for the property had been approved at a meeting of the Planning & Climate Change Policy Board held on 1 November 2022.

**DECIDED:**

- (a) That Houston Village Hall be declared surplus to requirement;
- (b) That the Head of Economy & Development be authorised to advertise the property for sale on the open market; and
- (c) That it be noted that a development brief for the property had been approved at a meeting of the Planning & Climate Change Policy Board held on 1 November 2022.

**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 paragraphs 6 and 9 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

**14 Land at Ingliston Drive, Bishopton**

There was submitted a report by the Chief Executive relative to Land at Ingliston Drive, Bishopton.

Councillor Campbell, seconded by Councillor Buns, moved that the Head of Corporate Governance be authorised, in conjunction with the Head of Economy & Development, to conclude a sale of the land at Ingliston Drive, Bishopton to Globe Homes on the basis of the terms and conditions detailed in the report.

Councillor Gilmour, seconded by Councillor Smith, moved an amendment which was withdrawn in terms of Standing Order 27.

Councillor J MacLaren, seconded by Councillor Gray, moved as an amendment that the Board does not authorise the sale of this land, and that the land be retained by the council as green space.

On the roll being called, the following members voted for the amendment: Councillors Burns, J Cameron, Campbell, Audrey Doig, McNaughton, Mylet, and Nicolson.

The following members voted for the motion: Councillors Davidson, Gilmour, Gray, J MacLaren, McDonald, McMillan and Smith.

There being an equality of votes, the Convener used her second and casting vote in favour of the motion. The motion was accordingly declared carried.

**DECIDED:** That the Head of Corporate Governance be authorised, in conjunction with the Head of Economy & Development, to conclude a sale of the land at Ingliston Drive, Bishopton to Globe Homes on the basis of the terms and conditions detailed in the report.



## Minute of Meeting

### Personnel Appeals and Applied Conditions of Service Appeals Panel.

Date	Time	Venue
Thursday, 26 January 2023	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Stephen Burns, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Cathy McEwan, Councillor Iain McMillan, Councillor Iain Nicolson

#### Chair

Councillor Burns, Convener, presided.

#### In Attendance

K Clark, Principal HR Adviser and E Gray, Senior Committee Services Officer (both Finance & Resources).

#### Declarations of Interest

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

#### Transparency Statement

Councillor Gilmour indicated that he had a connection to item 1 of the agenda as he was a member of the Unite Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

## **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 Environment & Infrastructure**

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure Services following the termination of their employment.

The appellant was in attendance. L Rennie, Operations Manager (Environment & Infrastructure) and N Meechan, HR and OD Adviser (Finance & Resources) represented management.

The appellant advised that their trade union representative was unable to attend this meeting of the Panel due to unforeseen circumstances and requested that consideration of their appeal be continued. The Panel then adjourned to allow members to consider the request. The meeting was re-convened and the Convener proposed that consideration of the appeal be continued to allow the appellant a further opportunity to appear before the Panel with representation. This was agreed unanimously.

**DECIDED:** That consideration of the appeal be continued to allow the appellant a further opportunity to appear before the Panel with representation.

## Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 31 January 2023	14:00	Microsoft Teams,

**Present:** Councillor Chris Gilmour, Councillor Anne Hannigan, Councillor Bruce MacFarlane, Councillor Iain Nicolson, Councillor Jim Paterson

### Chair

Councillor Paterson, Convener, presided.

### In Attendance

S Marklow, Strategy & Place Manager (Independent Planning Adviser to the Local Review Body); R Graham, Senior Solicitor (Litigation & Regulatory Services) (Independent Legal Adviser to the Local Review Body); D Low, Democratic Services Manager, R Devine, Senior Committee Services Officer (Clerk to the Local Review Body); C McDonald, Senior Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

Prior to the commencement of the meeting the Convener intimated that as it was not currently possible to webcast the meeting live due to technical difficulties. The Convener proposed that the commencement of the meeting be delayed for 15 minutes to allow time for the technical difficulties to be resolved. This was agreed.

At 2.15pm the Local Review Body was advised that the technical difficulties preventing the meeting from being webcast live had not been resolved. The Convener made reference to the requirements of Regulation 7(2) of the Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2013 which required meetings of the Local Review Body to be conducted in public. It was decided that as it had not been possible to resolve the technical issues to enable the meeting to be webcast live the meeting would be adjourned to a future date and time to be advised by the Clerk.



## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 02 February 2023	10:00	Remotely by MS Teams,

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

#### Chair

Councillor McNaughtan, Convener, presided.

#### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing) (for items 1 to 3 only), R Graham, Senior Solicitor (Litigation and Regulatory Services), E Currie, Senior Committee Services Officer, D Cunningham and J Barron, both Assistant Committee Services Officers, A Easdon, Team Leader (Licensing) and R McCallum, Administrative Assistant (all Finance & Resources).

#### Recording of Meeting

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

#### Declarations of Interest

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

## 1 **Temporary Change of Policy in relation to Age of Licensed Vehicles, Proposals for Further Consultation on Vehicle Specification and Cessation Policy**

There was submitted a report by the Director of Finance & Resources requesting that officers be instructed to reconsult in relation to previous proposals to review the Council's policies on vehicle specification and age for taxis and private hire cars, given the period of time which had elapsed since earlier consultation in 2019, the impact of the coronavirus pandemic and the cost of living crisis.

The report also sought agreement of a temporary policy in relation to the age of these vehicles with immediate effect to allow them to operate for an additional two years, subject to a regulatory scheme as set out at Appendix 1 to the report and requested that the Board consider removing the 'cessation' policy agreed by the Council's Emergencies Board on 9 April 2020 which allowed operators of taxis and private hire cars to reduce their level of insurance cover for their vehicles during periods when they were not in use.

### **DECIDED:**

(a) That a temporary policy allowing existing taxis and private hire cars to be licensed for an additional two years, subject to the requirements of the proposed regulatory scheme set out at Appendix 1 to this report be agreed;

(b) That officers be instructed to reconsult on the proposed conditions for taxi and private hire car licences set out at Appendices 2 and 3 respectively and the revised consultation questions, as attached at Appendix 4, following upon the previous consultation agreed by the Board on 5 September 2019, the consultation to include (i) all taxi and private hire car licence holders in Renfrewshire, (ii) representatives of those licence holders, (iii) Renfrewshire Access Panel, (iv) relevant Council Services and (v) such other persons or groups as officers consider appropriate; and to report the responses to the consultation to the Board thereafter;

(c) That officers be instructed to reconsult further on whether wheelchair accessible MPVs to be licensed as taxis or private hire cars, which are suitable for the carriage of eight passengers, may be licensed to carry a maximum of eight passengers;

(d) That the Board agree that the 'cessation' policy agreed by the Emergencies Board on 9 April 2020 be removed; and

(e) That otherwise the terms of the report be noted.

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

There was submitted a report by the Director of Finance & Resources relative to a review of taxi fares within Renfrewshire.

The report advised that the Council, as Licensing Authority, was obliged to fix scales for the fares and other charges in its area in connection with the hire of a taxi. The Civic Government (Scotland) Act 1982 provided that fares should be fixed within 18 months beginning with the date on which scales last came into effect, this date being 21 March 2022.

The report indicated that the Council consulted with persons or organisations representative of the operators of taxis within its area on the current taxi fare scale, by email on 10 October 2022. The consultation also included individual taxi operators who were informed of the consultation by text alert. It was noted that three responses to the consultation had been received, as detailed in the report. The review of the taxi fares had also been discussed at a meeting with representatives of taxi operators on 13 September 2022.

The report intimated that the existing scales required to be reviewed and new scales proposed by the Board. Thereafter, formal notification of the proposed new scales would be given via a newspaper advertisement in the local press in order that representations may be made on the agreed proposal by a specified date at least one month from the date of the newspaper advertisement. Following the consultation period, a further report would be submitted to the Board to allow members to consider any representations and fix a new fare scale, to come into effect on a date decided by the Board.

The current and proposed taxi fare scales were detailed in Appendix 1 to the report; Appendix 2 to the report detailed the taxi fare scales in neighbouring authorities; Appendix 3 to the report detailed the current fares tariff and proposed fares; and the Vector Transport Consultancy report on the review of taxi tariff in Renfrewshire formed Appendix 4 to the report.

Councillor McNaughtan, seconded by Councillor Montgomery, proposed that proposal 1 be proposed as a new taxi fares scale for Renfrewshire and included in a newspaper advertisement. This was agreed unanimously.

#### **DECIDED:**

- (a) That following review of the existing fares scale, as detailed in Appendix 1 to the report, it was agreed that proposal 1 be proposed as a new taxi fares scale for Renfrewshire and be included in a newspaper advertisement;
- (b) That it be agreed that the revised fares scale come into effect on a proposed date of Monday 10 July 2023;
- (c) That it be noted that the proposal would be advertised in the local press; and
- (d) That it be agreed that the last day for lodging representations following on the proposed fare scale being advertised shall be one calendar month after the date of publication of that advertisement.

### 3 **Review of Public Entertainment Licensing Resolution: Final Procedure**

Under reference to item 1 of the Minute of the meeting of this Board held on 10 November 2022, there was submitted a report by Director of Finance & Resources relative to a review of the Council's public entertainment licensing policies and practices.

The report intimated that at the meeting of this Board held on 10 November 2022, various recommendations had been made in relation to this review and that the Board had agreed, as suitable for advertising, a proposed new public entertainment licensing resolution, which would, if introduced, vary the Council's current resolution by removing certain classes of public entertainment from licensing.

The report advised that the proposed new resolution had been advertised and that no responses had been received following expiry of the 28 day period for responses and recommended that the proposed new resolution, which formed Appendix 1 to the report, be made.

#### **DECIDED:**

(a) That the Board resolve that, from 1 March 2023, the activities provided for in the proposed varied resolution, set out at Appendix 1 to the report, shall require to be licensed in accordance with the provisions of the Civic Government (Scotland) Act 1982 relating to public entertainment licensing;

(b) That officers be instructed to publish the terms of said resolution in a newspaper circulating in the Council's area, together with a notice under Section 9(8)(b) of that Act, all as set out at Appendix 1; and

(c) That otherwise the terms of the report be noted.

#### **Sederunt**

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

### 4 **Grant of Late Hours Catering Licence - Personal Appearance**

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

Applicant: JE Restaurants Limited

Premises: McDonald's Restaurant, Unit K, Braehead Retail Park, Kings Inch Road, Glasgow

Activity: on and off sales fast food

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

Mr McLean, on behalf of JE Restaurants Limited, and his Solicitors, Mr Flannigan and Ms Johnstone all joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the applicant 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 an exception to the Board's policy on trading hours.

## 5 **Renewal of Late Hours Catering Licence**

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

Applicant: Boots UK Limited t/a Boots the Chemist  
Premises: Unit Z4-P2, First Floor, Terminal Building, Glasgow Airport  
Activity: health and beauty retailer  
Operating hours: Monday to Sunday – 4.00 am to 5.00 am  
Licence No.: LHC-029

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

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

## **Declaration of Interest**

At this point in the meeting, Councillor Hughes declared an interest in item 10(a) by reason that the applicant was known to her. Councillor Hughes indicated that as she had declared an interest, she would leave the online meeting during any discussion and voting on the item.

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

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

Applicant: Mumtaz Yousafzai  
Licence No.: PH0931

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

**DECIDED:** That consideration of the application be continued.

## **Sederunt**

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

### **7 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: Ian Fraser  
Proposed Operator: Gordon Campbell  
Licence No.: TX207

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

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

(b) Present Operator: Thomas Baggley  
Proposed Operator: Muhammad Shahzad Hussain  
Licence No.: TX101

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

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of items 8(b) and (c), 9, 10, 11 and 12 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.

### **8 Surrender and Re-issue of Taxi Operators' Licences - Personal Appearances**

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

(a) Present Operator: The Partnership of J&T Taxis  
Proposed Operator: Sarabjit Singh  
Licence No.: TX096

Mr Singh, one of the applicants, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted.

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

(b) Present Operator: Paisley Taxis Ltd  
Proposed Operator: Imran Khan  
Licence No.: TX220

The Senior Solicitor (Litigation and Regulatory Services) advised that this application had been withdrawn.

**DECIDED:** That it be noted that this application had been withdrawn.

(c) Present Operator: John Mayberry  
Proposed Operator: David Gray  
Licence No.: TX100

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

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

## **Adjournment**

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

## **Sederunt**

Councillor Hughes was not in attendance when the meeting reconvened.

## **9 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 objections to applications (c) and (d) and representations to applications (e), (f) and (g):-

(a) Shahzad Mohammad

The Senior Solicitor (Litigation and Regulatory Services) advised that the application had been granted under delegated authority for a period of one year.

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

## (b) Jamal Aliyi

Mr Aliyi, 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.

**Sederunt**

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

## (c) Gary Anderson

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

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

## (d) Brogan Carslaw

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

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

## (e) David Sharp

Mr Sharp, the applicant, joined the meeting by video call together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. 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**

Councillors Audrey Doig and Montgomery left the meeting prior to consideration of the following item of business.

(f) Saif Radwan

Mr Radwan, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

### **Adjournment**

The meeting adjourned at 12.55 pm and reconvened at 1.30 pm.

### **Sederunt**

Councillor McEwan was not in attendance when the meeting reconvened.

(g) Ibrahim Elnoor

Mr Elnoor, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that 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.

### **Declaration of Interest**

Councillor Hughes having previously declared an interest in item 10(a), left the meeting and took no part in the discussion or voting thereon.

## **10 Renewal of Private Hire Car Drivers' Licences - Personal Appearances**

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

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

There was no appearance by or on behalf of Ms McKerlie, the applicant. Sergeant Moore-McGrath joined the meeting by video call on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

## Sederunt

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

(b) Applicant: Greg Tetley  
Licence No.: P4339

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

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

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

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

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

## Adjournment

The meeting adjourned at 2.20 pm and reconvened at 2.30 pm.

## 11 Grant of Taxi Drivers' Licences - Personal Appearances

There were submitted the undernoted applications for grant of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted objections to applications (a) and (b) and an objection and two further letters in connection with that objection to application (c):-

(a) Andrew Irvine

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

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

(b) Jason Anderson

Mr Anderson, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application.

As a preliminary matter, Sergeant Moore-McGrath requested that consideration of this application be continued to a future meeting of the Board. Mr Anderson requested that his application be considered at this meeting. The Convener proposed that the meeting be adjourned to allow members to consider the request by Police Scotland. The meeting was reconvened and the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

(c) Nqobile Siziba

Mr Siziba, the applicant, joined the meeting by video call together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application and two further letters in connection with that objection, identified as letter 1, letter 2 and letter 3.

The Senior Solicitor (Licensing and Regulatory Services) advised that one of the further letters from Police Scotland, identified as letter 2, had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in letter 2, the Convener proposed that the Board admit the letter as the interests of justice so required. This was agreed unanimously.

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

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

(d) Hafiz Muhammad Adil Amin

Mr Amin, 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 **Application for Exemption from Driver's Duties under Section 166 of the Equality Act 2010 - Personal Appearance**

There was submitted the undernoted application for exemption from drivers' duties to provide mobility assistance under the Equality Act 2010. The applicant had been asked to appear personally for the first time:-

Applicant: Iain Urquhart  
Licence No.: T2489

Mr Urquhart, 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 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.

## Minute of Special Meeting Personnel Appeals and Applied Conditions of Service Appeals Panel.

Date	Time	Venue
Wednesday, 08 February 2023	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillor Stephen Burns; Councillor Audrey Doig; Councillor Neill Graham; Councillor Anne Hannigan; Councillor Bruce MacFarlane; Councillor Jim Paterson; Councillor Sam Mullin; and Councillor Andy Steel.

### CHAIR

Councillor Burns, Convener, presided.

### IN ATTENDANCE

K Clark, Principal HR & OD Adviser and R Devine, Senior 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 ENVIRONMENT & INFRASTRUCTURE SERVICES**

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure following dismissal from the Council's employment.

Neither the appellant, nor his trade union representatives were present. J Templeton, Waste Operations Manager (Environment & Infrastructure) and R McKenzie, HR & OD Adviser (Finance and Resources) represented management.

R Devine advised that a letter had been submitted by UNISON lodging an appeal on behalf of the appellant and intimating that the 'relevant paperwork, including the grounds of appeal, would follow in due course'.

Despite numerous reminders, the appellant and his trade union representatives had not outlined the grounds of appeal or made any submission in support of their position to appeal the decision to terminate his employment. It was highlighted that the appellant had indicated verbally, during a telephone conversation with R Devine, that he wished to withdraw the appeal. The Panel was informed that the appellant had been requested to submit written confirmation of this request to withdraw the appeal but that, to date, no written confirmation had been received.

It was proposed in the absence of the appellant, grounds of appeal and any evidence contrary to that contained within the submission made by management, that the appeal had not been substantiated and the appeal was not upheld. This was agreed.

**DECIDED:** That the appeal had not been substantiated and that the appeal was not upheld.

## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 09 February 2023	10:00	Teams - virtual meeting,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Edward Grady, Councillor Neill Graham, Councillor Bruce MacFarlane, Councillor David McGonigle, Councillor Iain Nicolson, Councillor John Shaw

#### Chair

Councillor J Shaw, Convener, presided.

#### In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning; D McLavin, Senior Communications Officer; B Bradley, Senior Procurement Specialist (Housing); B Lambert, Corporate Procurement Manager; G Beattie, Strategic Commercial Category Manager; A Donaldson, Strategic Commercial Category Manager; S Gibb, Procurement Operations Manager; R Park, Category Manager; S Brydon, Senior Procurement Specialist; C Horn, Service Planning & Policy Development Officer; L Bishop, Procurement Advisor (all Chief Executive's); C Dalrymple, Head of Facilities & Property Services; G Hutton, Head of Operations & Infrastructure; G Hannah, Transport & Change Manager (all Environment & Infrastructure); C McCourt, Head of Finance & Business Services; M Conaghan, Head of Corporate Governance; P Murray, Head of ICT; M Boyd, Head of People & OD; J Lynch, Head of Property Services; A McMahon, Chief Auditor; E Shields, Business Services Manager; G Dickie, Partnering & Commissioning Manager; G Innes, Customer Services Manager; R Cree, OD & Workforce Planning Manager; D Pole and I Blair, End User Technicians; C MacDonald and R Devine, Senior Committee Services Officers; and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

#### Webcasting of Meeting

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

## Apologies

Councillors Alison Ann-Dowling and Sam Mullin.

## Declarations of Interest

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

### 1 Investment Review Board

There was submitted the Minute of the Investment Review Board held on 16 November 2022, a copy of which forms Appendix I hereto.

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

### 2 Joint Consultative Board (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 25 January 2023, a copy of which forms Appendix II hereto.

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

### 3 Revenue and Capital Budget Monitoring as at 11 November 2022

There was submitted an update report by the Director of Finance & Resources relative to Revenue and Capital budget expenditure up to 11 November 2022 for those services reporting to this Board. Tables 1 and 2 of the report detailed the projected revenue outturn position. As at 31 March 2023 there was an overspend of £1.103m (1.0%) against the revised budget for the year, and the Capital budget was projected to break even.

Appendices to the report provided detailed analysis of expenditure, and budget adjustments were listed at paragraphs 4 and 6 of the report.

**DECIDED:**

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

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

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

#### 4 **Revenue and Capital Budget Monitoring – Council Overview as at 11 November 2022**

There was submitted an update report by the Director of Finance & Resources relative to an overview of Revenue and Capital Budget expenditure for the Council as at 11 November 2022. Tables 1 and 2 of the report detailed that the projected Revenue outturn position for all services as at 31 March 2023 was an overspend of £8.233 million, and the projected Capital outturn position for all services was an underspend of £0.100 million, split between General Fund services and the Housing Revenue Account (HRA).

Further analysis was detailed in the Appendices to the report and substantial risks to the budget positions were provided at paragraph 3 of the report.

##### **DECIDED:**

- (a) That the projected Revenue outturn position detailed in Table 1 of the report be noted, considering that the forecast position was based on best estimates at that point in time;
- (b) That the substantial risks to the budget position as outlined in section 3 of the report be noted; and
- (c) That the projected Capital outturn position detailed in Table 2 of the report be noted.

#### 5 **Business Services Accounts for Write Off**

There was submitted a report by the Director of Finance & Resources relative to a proposed write-off of Sundry Debts and Non-Domestic Rates accounts for sums over £10,000 where recovery was no longer viable. The value of the debt to be written off was £437,532,71.

**DECIDED:** That the sum of £437,532.71 as detailed in the report, be written off.

#### 6 **Paisley and Renfrew Common Good Fund Budgets 2023/24**

There was submitted a report by the Director of Finance & Resources relative to the estimated funding available for disbursement during 2023/24 from the Paisley and Renfrew Common Good Funds.

The report indicated that income from both Common Good Funds was used to fund ongoing projects and commitments made previously by this Board and its predecessors. In addition, an annual allocation was to be made to the relevant Local Partnerships with delegated authority to disburse grants to local organisations that had applied for grant aid and/or to use the funding to support appropriate projects. A forecast income and expenditure statement for both Common Good Funds, including the cost of recurring projects, was attached to the report.

**DECIDED:**

(a) That the 2023/24 budget allocations to Local Partnerships be approved as follows:

(i) Renfrew Common Good: Renfrew Local Partnership - £75,300

(ii) Paisley Common Good: Paisley East Local Partnership - £12,400

(iii) Paisley Common Good: Paisley North, West & Central Local Partnership - £10,900

(iv) Paisley Common Good: Gleniffer Local Partnership - £10,200; and

(b) That the continued funding of recurring projects, as outlined in Appendix 1 to the report, be approved.

## 7 **Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the performance of key Business Service functions including revenue collection and benefit administration for the period ending 28 December 2022.

The report provided an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund. Appendices to the report provided information on revenue collection and key performance indicators.

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

## 8 **Customer Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance across key Customer Services functions including Call Centre, Face-to-Face and Digital Support for customers for December 2022.

The report provided an update on the overall contact centre call handling volumes and indicated that Face-to-Face services had returned in Renfrewshire House, with these being managed on an appointment basis.

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

## 9 **Facilities Management Operational Performance Report**

There was submitted an update report by the Director of Environment & Infrastructure relative to the operational performance of Facilities Management (Hard and Soft Services, including Building Services) as delivered by Environment & Infrastructure since the last meeting of this Policy Board.

**DECIDED:** That the operational performance update be approved.

## 10 **Non-Domestic Rates - Empty Properties Operational Policy**

There was submitted a report by the Director of Finance & Resources relative to an operational policy for non-domestic rates relief on empty properties.

The report proposed a policy setting out the Council's position in relation to Empty Property Relief for non-domestic properties that amended the 100% relief for unoccupied Listed Buildings currently available. A copy of the proposed Non-Domestic Rates - Empty Properties Policy was appended to the report.

**DECIDED:**

(a) That the report be noted; and

(b) That the Non-Domestic Rates - Empty Properties Policy as appended to the report be approved.

## 11 **HR & OD Policies (Revised Whistleblowing Policy)**

There was submitted a report by the Director of Finance & Resources relative to the revision of the Human Resources & Organisational Development (HR & OD) Whistleblowing Policy.

The revised policy would replace the current 'Expressing Concerns Outwith Line Management Policy' and was part of the Council's ongoing programme to review HR&OD policies. The revised policy provided a mechanism for concerns about any wrongdoing or malpractice within the Council to be reported and investigated. A copy of the proposed Whistleblowing Policy was attached as an Appendix to the report.

**DECIDED:** That the revised Whistleblowing Policy attached to the report be approved.

## 12 **Additional Public Holiday – Coronation of King Charles III**

There was submitted a report by the Director of Finance & Resources relative to the announcement of an additional public holiday on Monday, 8 May 2023 for one year only to celebrate the Coronation of His Majesty King Charles III.

The report advised that at its meeting on 9 September 2022, the Board approved a list of 12 public holidays for 2023 and one day of no work requirement. It was proposed that an additional public holiday on Monday, 8 May 2023 be approved for one year only and included within a revised list of public holidays for 2023. The revised list was appended to the report.

**DECIDED:**

- (a) That an additional public holiday on Monday, 8 May 2023 for one year only, be approved; and
- (b) That the revised list of public holidays for 2023 as appended to the report be published.

**13 Civic Hospitality and Appointment to Outside Body**

There was submitted a report by the Director of Finance & Resources relative to consideration of (a) requests received by the Provost for civic hospitality from organisations for specific events as detailed within the report; and (b) to consider a request by UK & Ireland Mayors, Provosts & Leaders for Peace Chapter to appoint a representative from the Council.

The report proposed the type and cost of civic hospitality to be provided in respect of each civic event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements to provide civic hospitality, or in the case of events that had already been arranged, to homologate the action taken by the Head of Corporate Governance, in consultation with the Provost, to provide civic hospitality.

The report also indicated that the UK & Ireland Mayors, Provosts & Leaders for Peace Chapter had requested the appointment of a representative from the Council and that, previously, this had been the Provost. As part of the registration process, the Council's appointment was required to sign: "I hereby express my city/municipality's support for the abolition of nuclear weapons and desire to join the Mayors for Peace."

**DECIDED:**

- (a) That the action taken by the Head of Corporate Governance, in consultation with the Provost, to provide civic hospitality to Renfrewshire XII Province Curling Club at a cost of £350 be homologated;
- (b) That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for civic hospitality at the approximate costs indicated below:

Kilbarchan Pipe Band - £1,750 Abercorn Bowling Club - £800  
Anchor Bowling Club's Ladies Section - £2,760

- (c) That the Provost be appointed as the Council's representative to UK & Ireland Mayors, Provosts & Leaders for Peace Chapter with authority to sign the required declaration.

#### 14 **Advice Services (RC-CPU-22-223)**

There was submitted a report by the Chief Executive relative to the award of a negotiated contract for Advice Services to Renfrewshire Citizens Advice Bureau.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the negotiated contract for Advice Services to Renfrewshire Citizens Advice Bureau;

(b) That it be noted that the contract would commence on 1 July 2023 to 3 June 2025 with the option to extend for a further one year until 30 June 2026; and

(c) That it be noted that the contract value would be £741,400 excluding VAT for the first two years with a total contract value of £1,112,100 excluding VAT if the extension period was utilised.

#### 15 **Managed Print Services (RC-CPU-22-225)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to homologation of the decision by the Director of Finance & Resources to award a negotiated contract to Xerox (UK) Limited on 22 December 2022 for the provision of Managed Print Services in order to fix pricing at the same rates as 2022 and ensure continuity of service while providing the Council time to review future services, re-tender and mobilise the printer estate.

**DECIDED:** That the decision taken by the Director of Finance and Resources to award a contract for Managed Print Services to Xerox (UK) Limited be homologated.

#### 16 **Contract Authorisation Report for a Microsoft Enterprise Agreement (RC-CPU-22-256)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a call off contract for a Microsoft Enterprise Agreement to Phoenix Software Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a call off contract for a Microsoft Enterprise Agreement to Phoenix Software Limited following a further competition under Lot 3 of the Crown Commercial Services (CCS) Framework Agreement Technology Products and Associated Services, RM6068 in accordance with the Framework Call-Off Award Procedure;

(b) That it be noted that the call off contract was for a period of three years and was envisaged to commence on 1 April 2023 and expire on 31 March 2026. The actual call off start and expiry dates would be confirmed in the order form in accordance with the Framework Call-Off Award Procedure; and

(c) That it be noted that the call off contract value would not exceed £4,460,629 excluding VAT.

## 17 **Contract Award: Provision of a Social Care Case Management System**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the provision of a Social Care Management System (RC-CPU-22-253) to OLM Systems Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a Call-Off Contract for the Provision of Support and Maintenance of a Social Care Case Management System (RC-CPU-22-253) to OLM Systems Limited in accordance with the award procedure under Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13;

(b) That a maximum Call-Off contract value of up to £643,062.60 excluding VAT, equating to an annual contract value of £160,765.65 excluding vat be authorised; and

(c) That it be noted that the initial contract period was for three years with the Council having the option to extend the service period for up to 12 months. The start date of 1 April 2023 would be confirmed in the Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13 Order Form.

## 18 **Contract Authorisation Report for three contracts: Provision of Floating Support (RC-CPU-22-121); Housing First (RC-CPU-22-142) and Housing First (WRAP) (RC-CPU-22-144)**

There was submitted a joint report by the Chief Executive and the Director of Communities & Housing Services relative to three separate contracts for the provision of Housing First and Floating Support Services.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to enter into three separate contracts for the following services:

(i) RC-CPU-22-141 Provision of Floating Support to Turning Point Scotland, for a duration of 12 months with the Council option to extend for 12 months; with an annual value of £177,000; 12-month extension value of £177,000; total maximum value of £354,000;

(ii) RC-CPU-22-142 Housing First to Turning Point Scotland, for a duration of 12 months with the Council option to extend for 12 months; with an annual value of £177,030; 12-month extension value of £177,030; total maximum value of £354,060;

(iii) RC-CPU-22-144 Housing First (WRAP), to Blue Triangle (Glasgow) Housing Association Limited, for a duration of 12 months with the Council option to extend for 12 months; with an annual value of £137,000; 12-month extension value of £137,000; total maximum extension value of £274,000;

(b) That it be noted that all three Contracts would commence on 1 April 2023 or alternatively, the relevant date would be confirmed in the Council's letter of acceptance issued to the Providers identified above; and

(c) That it be noted that the total value of the contracts was in line with the spend in recent years.

## 19 **Contract Award: Legionella Prevention, Control and Risk Management Services**

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 Legionella Prevention, Control and Risk Management Services (RC-CPU-21-056) to Rock Compliance Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for Legionella Prevention, Control and Risk Management Services to Rock Compliance Limited;

(b) That a maximum contract value of up to £700,000 excluding VAT. The anticipated annual value of this contract had been assessed as £140,000.00 excluding VAT;

(c) That it be noted that the initial contract period was for three years with the Council having the option to extend the service period for up to 12 months on two separate occasions, subject to contract performance. The anticipated commencement date was 10 March 2023. The actual date would be confirmed in the Council's letter of acceptance to Rock Compliance Limited; and

(d) That it be noted that the award of the Contract was subject to the provision of a Non-Disclosure Agreement as indicated within the tender documentation.

**20 Notification of Increase in Value for the Contract for Traffic Signals Planned and Unplanned Inspection and Maintenance reference RC-CPU-19-173**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to an increase in the value of the contract for Traffic Signals Planned and Unplanned Inspection and Maintenance (RC-CPU-19-173). This Board had approved the award of the contract to Dynniq UK Limited (now known as Swarco UK & Ireland Limited) at its meeting on 25 March 2020 and as a result of additional traffic signal improvement work instructed as unplanned maintenance under the contract, the cost had increased from £800,000 excluding VAT up to £1,200,000 excluding VAT.

**DECIDED:**

- (a) That the requirement to notify this Board of the increase in contract value be noted; and
- (b) As a result of additional traffic signal improvement work, an increase in the contract value of £800,000 up to £1,200,000 excluding VAT to include for the works detailed within the report and to allow for the current planned maintenance works to continue until the contract was retendered, be approved.

**21 Refurbishment of 5 Signalised Sites (RC-CPU-22-135)**

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 of five signalised sites to Hillhouse Quarry Group Limited t/a MacAsphalt.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award the Contract for the Refurbishment of 5 Signalised Sites (RC-CPU-22-135) to Hillhouse Quarry Group Limited t/a MacAsphalt;
- (b) That it be noted that the intended starting date was 6 March 2023 with the completion date being 31 March 2023. The actual dates would be confirmed in the Council's letter of acceptance; and
- (c) That it be noted that the contract value was £211,192.28 excluding VAT. The cost of the contract would be met by funding provided by Strathclyde Partnership for Transport and required to be spent by 31 March 2023.

**22 Paisley Town Hall Refurbishment - Furniture (RC-CPU-22-150)**

There was submitted a report by the Chief Executive relative to the award of a goods contract for the supply of furniture as part of the refurbishment of Paisley Town Hall to Claremont Office Furniture Limited.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award a call off contract for Paisley Town Hall Refurbishment – Furniture (RC-CPU-22-150) to Claremont Office Furniture Limited.
- (b) That a total contract price of £218,132.00 excluding VAT be approved; and
- (c) That it be noted that the contract would commence on 21 February 2023 or on a date to be confirmed in the letter of acceptance, with delivery and installation scheduled between 5 June and 21 July 2023, or as agreed with the supplier subject to completion of the Paisley Town Hall main works contract.

23 **Paisley Town Hall Refurbishment (PTHR) - Stage Lighting and Loose AV Equipment (RC-CPU-22-171)**

There was submitted a report by the Chief Executive relative to the award of a contract for Paisley Town Hall – Stage Lighting and Loose AV Equipment to Stage Electrics Partnership Limited.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award the contract for PTHR - Stage Lighting and Loose AV Equipment (RC-CPU-22-171) to Stage Electrics Partnership Limited;
- (b) That the total price of £309,369.76 excluding VAT for the contract be approved; and
- (c) That it be noted that it was anticipated that the Contract would commence on 6 March 2023 or on date confirmed in the letter of acceptance. It was anticipated the contractor would deliver and install the equipment in June 2023 however exact dates for delivery and installation would be agreed with contractor subject to completion of the Paisley Town Hall main works contract.



## Minute of Meeting

### Investment Review Board

Date	Time	Venue
Wednesday, 16 November 2022	11:00	Remotely by MS Teams,

**Present:** Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor David McGonigle, Councillor Iain Nicolson, Councillor John Shaw

### In Attendance

C McCourt, Head of Finance & Business Services, G Borland, Principal Accountant, Capital Accounting, E Gray, Senior Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

### Also in Attendance

K Kapitan and E Price, both Investment Consultants Hymans Robertson LLP, and G Brisbane, abrdn Capital Limited.

### Recording of Meeting

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

### Declarations of Interest

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

## 1 **Minute of Previous Meeting**

There was submitted the Minute of the meeting of the Investment Review Board held on 22 June 2022.

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

## 2 **Paisley and Renfrew Common Good Funds: review of investment and income performance**

There was submitted a report by the Director of Finance and Resources together with a presentation by K Kapitan from Hymans Robertson LLP, relative to the Paisley and Renfrew Common Good Funds, a review of investment income and the key issues pertaining thereto. G Brisbane, Head of Charities (Scotland) abrdn (formerly Aberdeen Standard Capital Limited) also provided a presentation relative to the Paisley and Renfrew Common Good fund investments performance.

The presentations referred to a review of the Investment Managers' performance for the six months to 30 September 2022; an update of markets; and the current economic climate.

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

## 3 **Paisley and Renfrew Common Good Funds: review of Investment Policy Statement**

There was submitted a report by the Director of Finance & Resources relative to the scope and content of the proposed Investment Policy Statement.

The Council had arranged for the investments of the Paisley and Renfrew Common Good Funds to be managed by abrdn Capital Limited, and had agreed with the manager a number of principles which would govern decisions regarding those investments.

The principles covered a range of issues, such as what benchmark should be employed against to assess the manager's performance and any restrictions the manager must observe in choosing sectors or classes of asset in which to invest. These requirements were formalised in an Investment Policy Statement, which was reviewed annually to ensure that the principles remain appropriate to the requirements of the Common Good Funds.

The Statement of Investment Policy was last reviewed in November 2021, and was due for review.

Confirmation was received that on 22 August 2022 both Paisley and Renfrew Common Good Funds had been de-registered from the Scottish Charities Register. The Investment Policy Statement had been updated to reflect this change.

**DECIDED:** That the Investment Policy Statement a copy of which was appended to the report, be approved as a replacement for the existing Statement of Investment Principles.



## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 25 January 2023	15:00	Council Chambers/Hybrid Meeting,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

### In Attendance

D Kerr, Service Co-ordination Manager (Environment & Infrastructure); and M Boyd, Head of HR & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, D Pole, End User Technician, E Gray, Senior Committee Services Officer and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

### Representing Trades Unions

John Boylan (UNISON) and Kirsten Muat (GMB).

## 1 **Appointment of Chairperson**

It was proposed and agreed that Councillor Audrey Doig chair the meeting.

**DECIDED:** That Councillor Audrey Doig chair the meeting.

## 2 **Apologies**

L Kilicaslan, Senior Manager for CAH Services, Renfrewshire Health and Social Care Partnership; G Cochrane, UNITE; A Canning and G McLean (both GMB).

## 3 **Transparency Statement**

Councillor Mullin indicated that he had a connection to items 4, 5, 6 and 7 of the agenda as he was a member of the GMB Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 4, 5, 6 and 7 of the agenda as she was a member of the Unison Union. However, she indicated that she had applied the objective test and did not consider she had an interest and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Gilmour indicated that he had a connection to items 4, 5, 6 and 7 of the agenda as he was a member of the Unite Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

## 4 **Developments in Health, Safety and Wellbeing**

There was submitted a report by the Director of Finance & Resources relative to health, safety and wellbeing issues since the previous meeting of the Joint Consultative Board (Non Teaching) on 15 November 2022.

The Health & Safety Team continued to work collaboratively with key stakeholders, to ensure risks were assessed, review policies and guidance, support front line services in the delivery of emergency and prioritised work, evaluate contractors' and suppliers' health and safety documentation when applying for contracts, respond to Freedom of Information requests, produce health and wellbeing guidance to support the workforce, and review all injury accidents occurring within the Council.

**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 quarter 2, 1 July to 30 September 2022

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

The absence statistics were broken down by service and category of staff, reasons for absence and progress made by services in relation to their supporting attendance action plans.

**DECIDED:** That the report on absence statistics for the second quarter of 2022 be noted.

## 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 were a total of 10 grievances as at January 2023, which was a decrease of one case since the last meeting of this Board.

**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 December 2022 and detailing the capacity and Services in which they were engaged. The report advised that as at December 2022, 168 agency workers were employed across all Services, and that this was an increase of 28 agency workers since November 2022.

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

## 8 **Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the JCB (Non-Teaching) was scheduled to be held at 3pm on 15 March 2023.



## Minute of Meeting

### Head of Housing Services

Date	Time	Venue
Wednesday, 15 February 2023	10:00	Remote by MS Teams,

**Present:** Councillor Jacqueline Cameron, Councillor John Gray, Councillor Robert Innes, Councillor Colin McCulloch, Councillor Janis McDonald, Councillor Marie McGurk, Councillor Iain Nicolson

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

G McNeil, Director of Environment & Infrastructure, and R Laouadi, HR Manager (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 Board resolved to exclude the press and public from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there could be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act, 1973.

## 1 **Head of Housing Services**

There were submitted copies of the forms of application for the candidates for the post of Head of Housing Services. The Board considered the applications in detail and agreed the short list of candidates who would be invited to attend the assessment centre on 23 and 24 February and as appropriate to interviews to be held at the meeting of this Board on 3 March 2023.

**DECIDED:** That the short list of candidates as agreed be invited to attend the assessment centre on 23 and 24 February and as appropriate to interviews to be held at the meeting of this Board on 3 March 2023.

## Minute of Meeting

### Personnel Appeals and Applied Conditions of Service Appeals Panel.

Date	Time	Venue
Monday, 20 February 2023	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Stephen Burns, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Cathy McEwan, Councillor Iain McMillan, Councillor Iain Nicolson

#### Chair

Councillor Burns, Convener, presided.

#### In Attendance

K Clark, Principal HR Adviser and E Gray, Senior Committee Services Officer (both Finance & Resources).

#### Declarations of Interest

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

#### Transparency Statement

Councillor Gilmour indicated that he had a connection to item 1 of the agenda as he had a mutual friend with the appellant's representative. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

## 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 Environment & Infrastructure

Under reference to item 1 of the Minute of the meeting of the Personnel Appeals and Applied Conditions of Service Appeals Panel held on 26 January 2023, consideration of an appeal submitted by an employee of Environment & Infrastructure Services following the termination of their employment was resumed. The appellant was in attendance together with A Ritchie, GMB. L Rennie, Operations Manager (Environment & Infrastructure), and J Currans, HR Adviser (Finance & Resources) represented management.

A Ritchie submitted a request to table documentation which had not been available at the time of the submission deadline. This was agreed unanimously.

The meeting adjourned at 9.37 am to allow the panel and the management side to familiarise themselves with the tabled documents and reconvened at 10.03 am.

L Rennie presented the management's case. Thereafter, the appellant's side and members of the panel had an opportunity to question management and the evidence presented.

The appellant and A Ritchie presented the appellant's case. Thereafter, the management side and members of the Panel had an opportunity to question the appellant's side and the evidence presented.

Both sides summed up their position and withdrew to allow the Panel to consider the matter and reach a decision.

Following discussion, it was the Panel's decision that the grounds of the appeal had not been substantiated and that the appeal was not upheld.

Both parties re-joined the meeting and were informed of the decision by the Convener.

**DECIDED:** That the grounds of the appeal were not substantiated and that the appeal was not upheld.