

Minute of Meeting Council

Date	Time	Venue
Thursday, 30 June 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 Gillian Graham, Councillor Neill Graham, Councillor John Gray, Councillor Anne Hannigan, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Alec Leishman, Councillor Bruce MacFarlane, Councillor James MacLaren, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor David McGonigle, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Sam Mullin, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Ben Smith, Councillor Andy Steel

In Attendance

A Russell, Chief Executive; S Quinn, Director of Children's Services; 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 and Infrastructure and C Orr, Senior Communications Officer (all Chief Executive's); J Trainer, Head of Childcare & Criminal Justice (Children's Services); C Dalrymple, Communities & Regulatory Manager (Communities & Housing Services); M Conaghan, Head of Corporate Governance, Christine McCourt, Head of Finance, P Murray, Head of Digital, Transformation and Customer Services, D Low, Democratic Services Manager, E Gray and C MacDonald, both Senior Committee Services Officers, J Barron, Assistant Committee Services Officer, G Dickie, Partnering & Commissioning Manager and D Head and J Whitehead, both End User Technicians (all Finance & Resources); F Naylor, Head of Finance & Corporate Services (Renfrewshire Leisure Limited); C Lavery, Chief Officer (Renfrewshire Health and Social Care Partnership); and M Ferris, Audit Manager (Audit Scotland).

Chair

Provost Cameron, Convener, presided.

Webcasting of Council Meeting

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

Declarations of Interest

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

Transparency Statements

Councillor Clark indicated that he had a connection to item 16 - Notice of Motion 10 by Councillors MacFarlane and Innes - by reason of a family connection to Create Paisley, a group which had received funds from Celebrating Renfrewshire. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Mullin indicated that he had a connection to item 9 - Notice of Motion 3 by Councillors Andy Doig and Hannigan - by reason of being a member of the management committee for Bargarran Community Centre and the Old Farm House. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor McMillan indicated that he had a connection to item 9 - Notice of Motion 3 by Councillors Andy Doig and Hannigan - by reason of being a member of the Hall Committee for Thorn Athletic Sports Academy. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

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

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

Communities and Housing Policy Board, 7 June 2022
 Placing Requests and Exclusions Appeals Panel, 8 June 2022
 Regulatory Functions Board, 8 June 2022
 Planning and Climate Change Policy Board, 8 June 2022
 Education and Children's Services Policy Board, 9 June 2022
 Placing Requests and Exclusions Appeals Panel, 9 June 2022
 Audit, Risk and Scrutiny Board, 13 June 2022
 Economy and Regeneration Policy Board, 14 June 2022
 Planning and Climate Change Policy Board, 14 June 2022
 Infrastructure Land and Environment Policy Board, 15 June 2022
 Finance, Resources and Customer Services Policy Board, 15 June 2022
 Leadership Board, 22 June 2022
 Appointments Board, 23 June 2022
 Local Review Body, 28 June 2022

DECIDED: That the Minutes be approved.

2 **Provost's Update**

The Provost provided a verbal update relative the the duties she had undertaken since her appointment at the Statutory Council meeting on 19 May 2022.

This provided details on meetings with the Operational Events Manager to discuss future events which will be hosted by the Council; promoting the activities of local charities and the Provost's charitable endeavours; and work with the Communications team around how to promote the civic role and the role of the Council via social media.

Information was provided on the recent events attended by the Provost and Depute Provost including a discussion around the climate emergency and the Council's position on this; the John Burns "A Big Adventure" exhibition; the lighting of the Queen's Platinum Jubilee beacon at Paisley Abbey; the Armed Forces Day flag raising event and service at Paisley Abbey and Hawkhead Cemetery where a wreath was laid; visits to Mossvale Community Church to discuss their Clothed in Love project, East Fulton PS to celebrate two retiring members of staff, one after 47 years of teaching at the school and Station 7 in Johnstone to view the renovation work carried out by Active Communities; and a number of Civic Hospitality Events.

DECIDED: That the updated be noted.

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

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the Council's financial outlook.

The report outlined that the Council's financial outlook was subject to increasing risk over the short and medium term as the Council continued to support both community and organisational recovery from the COVID-19 pandemic; however the financial position in the current financial year remained stable.

DECIDED:

- (a) That the update provided in the report with regards the Scottish Government's Resource Spending Review, including measures related to public service reform be noted;
- (b) That the update to the Council's medium term financial strategy, the financial gap the Council was facing over the medium term and the increasingly heightened financial risk environment the Council was facing in the shorter term be noted;
- (c) That the range of financial sustainability workstreams as set out in the report be approved;
- (d) That a report be submitted to a meeting of the Council or relevant Policy Board following the summer recess outlining the savings potential from the workstreams set out in the report and implementation options; and
- (e) That the capital programme update be noted; and the the revisions to the capital plan as outlined in section 7 be agreed.

4 **Treasury Management Annual Report 2021/22**

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

The report intimated that during 2021/22 all aspects of the Treasury Policy Statement were complied with and provided an overview of Treasury activities, including the Treasury Portfolio Position as at 31 March 2022, reviews of borrowing and investment outturn, the borrowing strategy and new borrowing. Details of debt rescheduling and compliance with Treasury limits were also provided.

DECIDED: That the Treasury Management Annual Report for 2021/22 be approved.

5 **Unaudited Annual Accounts 2021/22**

There was submitted a report by the Director of Finance & Resources relative to the Council's Accounts and Group Accounts for 2021/22 which were submitted for audit by the statutory deadline of 30 June 2022.

The unaudited accounts and associated working papers would, subject to approval, be passed to the external auditor (Audit Scotland) for review. Their report on the accounts would be submitted to a future meeting of the Audit, Risk & Scrutiny Board for consideration prior to the audited accounts being presented to Council for approval.

The Annual Governance Statement had been incorporated into the annual accounts document and this also required specific approval by Council.

In compliance with charity accounting requirements, the Council's accounts did not incorporate statements relating to Common Good Funds and the Charitable Trust Funds which the Council controlled. Separate accounts had been prepared to meet these requirements.

DECIDED:

- (a) That, subject to audit, the Renfrewshire Council Annual Accounts for 2021/22 be approved;
- (b) That the Director of Finance & Resources be authorised to submit the accounts to external audit within the relevant timescales;
- (c) That the annual governance statement for 2021/22 be approved;
- (d) That the revenue outturn position for the Council be noted and the sums earmarked within the General Fund reserves and HRA reserves, as outlined in section 3.5 and Appendix 1 of the report, be approved;
- (e) That the transfer of resources outlined in Table 1 and Appendix 1 of the report be approved; and
- (f) That, subject to audit, the annual accounts for the Renfrew, Paisley and Johnstone Common Good Funds and the Coats Observatory Trust Fund, which under accounting regulations required to be separately prepared and audited from the Council's accounts, be approved.

6 **Governance Update**

There was submitted a report by the Director of Finance & Resources relative to the governance arrangements for the Council.

At the Statutory Council meeting held on 19 May 2022 member appointments to boards were approved, as set out at Appendix 1 to the report. The report outlined a number of vacancies which required to be filled along with a summary of the nominations which had been received. A list of the members appointed to outside bodies was set out at Appendix 2 to the report and a timetable of board meetings to December 2022 was attached at Appendix 3. It was also agreed at the Statutory Council meeting that a sub-committee of the Leadership Board be established. The proposed membership of the Fairer Renfrewshire Sub-committee was detailed in the report and the proposed remit set out at Appendix 4. Elected member remuneration for Senior Councillors had also been agreed at the statutory meeting. The report advised that the administration subsequently proposed a revised structure of payments reducing the number of Senior Councillors by one, and revising amounts paid to Senior Councillors accordingly. The revised proposal was set out at Appendix 5. The report also provided an update on arrangements for Board and Council meetings going forward considering the current position on public health measures and guidance in place to combat Covid-19 and amendments to the Scheme of Delegated Functions.

Provost Cameron, seconded by Councillor Nicolson, moved that the composition of the Provost's Community Awards – Judging Panel be increased to seven members and that Councillors Doig, Hannigan and McEwan be appointed. This was agreed unanimously.

Councillor McMillan, seconded by Councillor Ann Dowling, moved the following member appointments:

- (i) Joint Consultative Board Non Teaching - Councillors Mullin and Gilmour
- (ii) Cultural Recovery and Renewal Panel - Councillor Ann-Dowling
- (iii) The Fairer Renfrewshire Sub-Committee of the Leadership Board - Councillor Clark
- (iv) Investment Review Board - Councillor Ann-Dowling to replace Councillor Clark

This was agreed unanimously.

DECIDED:

- (a) That the membership of the Boards as approved at the meeting of the Council held on 19 May 2022 and the appointment of the other members as detailed in Appendix 1 to the report be noted;
- (b) That the appointment of members of the Boards and other bodies set out in paragraph 1.2 of the report be agreed;
- (c) That the appointment of Councillor Nicolson and Councillor Jacqueline Cameron as member and substitute member to the Glasgow City Region Cabinet be approved;
- (d) That the appointment of Councillor Montgomery as the Depute Convener of the Audit, Risk & Scrutiny Board be noted;
- (e) That the appointments to Joint Boards and other bodies as approved at the meeting of the Council held on 19 May 2022 and the other members as detailed in Appendix 2 to the report be noted;
- (f) That the updated timetable of meetings from August to December 2022 attached as Appendix 3 to the report be agreed and that it be further agreed that a timetable of meetings to December 2024 be submitted to the meeting of Council to be held on 29 September 2022;
- (g) That the composition of the Provost's Community Awards – Judging Panel be increased to seven members and that Councillors Doig, Hannigan and McEwan be appointed; and
- (h) That (i) Councillors Mullin and Gilmour be appointed to the Joint Consultative Board Non Teaching; (ii) Councillor Ann-Dowling be appointed to the Cultural Recovery and Renewal Panel; (iii) Councillor Clark be appointed to the Fairer Renfrewshire Sub-Committee of the Leadership Board; and (iv) that Councillor Ann-Dowling be appointed to the Investment Review board to replace Councillor Clark.

7 **Notice of Motion 1 by Councillors Ann-Dowling and G Graham**

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

"Threat to Renfrewshire Public Services

Renfrewshire is facing a real-time threat to its public services. In light of the Scottish Government Spending Review revealing a £3.5bn hole in the SNP's spending plans, it's clear that the people of Renfrewshire have been let down and could be facing years of SNP-led austerity.

After more than a decade of real terms cuts, increasing pressure on core council services and the workforce who deliver the services, the SNP/Green Government has put our quality of life at risk with the potential of substantial job losses of vital workers and an eight percent cash cut across local government.

Council notes that the Resource Spending Review covers the years 2023-24 to 2026-27. It is not a Budget and final spending plans will be presented to the Scottish Parliament in respective annual Budgets.

Therefore, Council agrees to write to Kate Forbes, the Cabinet Secretary for Finance and the Economy to demand that non-essential Scottish government spending included in the Resource Spending Review forecast be re-allocated and made available to the council grant settlement fund. Examples include the £20m indyref2, and £370m recently allocated for Constitution, External Affairs and Culture portfolio."

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

Councillor Nicolson, seconded by Councillor J Cameron, moved as an amendment that the motion be deleted and replaced with the following:

"Council is fully aware of the financial pressures facing local government and the potential programme of work required to ensure Renfrewshire Council remains a well-run and financially stable organisation as highlighted in the Financial Sustainability and General Fund Financial Outlook report. Council recognises the ongoing work of CoSLA to continue to press the case for increased financial resources and flexibility for local government to continue to meet the needs of our communities.

This Council is elected on the principles of democracy and hard-won universal suffrage, which includes many people who gave their lives for the right to vote. This Council deplores the clear intent of the movers of the motion to suppress and undermine a democratic plebiscite by attacking resources required for the people of Scotland to express its will. By winning the Scottish election pro Independence parties obtained a clear mandate to deliver on a manifesto commitment to hold an Independence Referendum. Council agrees that democracy must be protected and defended from those forces from whatever quarters that want to weaken and limit its operation for narrow political purposes."

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

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

The following member abstained: Councillor Hannigan.

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

DECIDED:

That Council is fully aware of the financial pressures facing local government and the potential programme of work required to ensure Renfrewshire Council remains a well-run and financially stable organisation as highlighted in the Financial Sustainability and General Fund Financial Outlook report. Council recognises the ongoing work of CoSLA to continue to press the case for increased financial resources and flexibility for local government to continue to meet the needs of our communities.

That this Council is elected on the principles of democracy and hard-won universal suffrage, which includes many people who gave their lives for the right to vote. This Council deplores the clear intent of the movers of the motion to suppress and undermine a democratic plebiscite by attacking resources required for the people of Scotland to express its will. By winning the Scottish election pro Independence parties obtained a clear mandate to deliver on a manifesto commitment to hold an Independence Referendum. Council agrees that democracy must be protected and defended from those forces from whatever quarters that want to weaken and limit its operation for narrow political purposes.

8 Notice of Motion 2 by Councillors G Graham and Smith

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

"Cuts to Renfrewshire Attainment Challenge Funding

This Council is appalled by the Scottish Government's planned cuts to the Council's allocation of Scottish Attainment funding.

The Scottish Attainment fund is a targeted fund which aims to support educational services to address the poverty-related attainment gap. As one of 9 targeted authorities for Scottish Attainment funding, Renfrewshire has made steady progress in improving the outcomes for learners and narrowing the gap, despite the exceptional circumstances of the last 2 years.

In 21/22 Renfrewshire was allocated £4.5 million. However, the Scottish Government has decided to cut the funding by 71%. This means Renfrewshire will lose out on £3.2 million over the next four years.

These SNP cuts are entirely unacceptable and will damage the learning outcomes for many of our school pupils, which our hard-working teachers and educational staff work so hard to improve.

In its report of December 2021 Scottish Government published data on literacy and numeracy levels which confirmed that the attainment gap between primary pupils from the most and least deprived areas of Scotland has widened. While national Attainment figures have reduced overall, those pupils from the poorest areas of Scotland have seen the biggest decrease. The timing of these cuts is therefore astonishing, as the Council's Educational Services strives to recover from the impact of covid. It is clear from performance statistics that more, not less, funding is required to sustain progress in narrowing the poverty related attainment gap.

The SNP Government states that tackling inequity in order that every child can succeed in school and gain life skills is at the heart of its agenda. These cuts to Renfrewshire's Attainment funding fly in the face of this.

Given the above, this Council rejects the proposed Scottish Attainment fund cuts and calls upon the Chief Executive, Leader of the Council and Leader of the Opposition to sign a joint letter to the Scottish Government to this affect, requesting a meeting with the relevant ministers to discuss the impact this reduction in funding will have on educational services in Renfrewshire."

Councillor G Graham, seconded by Councillor Smith, then moved the motion.

Councillor Rodden, seconded by Councillor Paterson, moved as an amendment that the motion be deleted and replaced with the following:

"Council recognises the cumulative progress made both nationally and here in Renfrewshire, to tackle the attainment gap for our nursery and school pupils. We offer our sincere thanks to the teachers, support staff and officers for their phenomenal efforts and innovative methods which have supported our children to achieve their full potential, no matter their background or family's financial situation. We acknowledge that this has been particularly challenging within the landscape of a global pandemic and remote learning over the last two years.

Council's Chief Officers were fully aware that the additional funding provided to Challenge authorities, was of a temporary nature and so ensured that all approaches and interventions were sustainable and built capacity into the system so that programmes would not always require similar levels of funding. Renfrewshire Council now has a wealth of knowledge and experience in utilising attainment challenge funding, the benefits of which cannot be overstated.

Council finally commends our amazing young people, who have worked so hard in difficult circumstances and are reaching positive destinations at a higher rate than ever before, upon completion of their education in Renfrewshire."

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

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

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

DECIDED:

That this Council is appalled by the Scottish Government's planned cuts to the Council's allocation of Scottish Attainment funding.

The Scottish Attainment fund is a targeted fund which aims to support educational services to address the poverty-related attainment gap. As one of 9 targeted authorities for Scottish Attainment funding, Renfrewshire has made steady progress in improving the outcomes for learners and narrowing the gap, despite the exceptional circumstances of the last 2 years.

In 21/22 Renfrewshire was allocated £4.5 million. However, the Scottish Government has decided to cut the funding by 71%. This means Renfrewshire will lose out on £3.2 million over the next four years.

These SNP cuts are entirely unacceptable and will damage the learning outcomes for many of our school pupils, which our hard-working teachers and educational staff work so hard to improve.

In its report of December 2021 Scottish Government published data on literacy and numeracy levels which confirmed that the attainment gap between primary pupils from the most and least deprived areas of Scotland has widened. While national Attainment figures have reduced overall, those pupils from the poorest areas of Scotland have seen the biggest decrease. The timing of these cuts is therefore astonishing, as the Council's Educational Services strives to recover from the impact of covid. It is clear from performance statistics that more, not less, funding is required to sustain progress in narrowing the poverty related attainment gap.

The SNP Government states that tackling inequity in order that every child can succeed in school and gain life skills is at the heart of its agenda. These cuts to Renfrewshire's Attainment funding fly in the face of this.

Given the above, this Council rejects the proposed Scottish Attainment fund cuts and calls upon the Chief Executive, Leader of the Council and Leader of the Opposition to sign a joint letter to the Scottish Government to this affect, requesting a meeting with the relevant ministers to discuss the impact this reduction in funding will have on educational services in Renfrewshire.

9 **Notice of Motion 3 by Councillors Andy Doig and Hannigan**

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

"Cyber connectivity for Renfrewshire's Villages and Community Halls

Council appreciates the importance of cyber connectivity for all of Renfrewshire's towns, villages, and housing schemes, both from a social inclusion, leisure, and business perspective. Thus allowing equal access to a wide range of social, leisure, and employment opportunities for our residents.

Council accordingly advocates the installation of Wi-Fi for all Renfrewshire Council owned village and community halls, to be undertaken on a agreed rolling programme over a specified budgetary period".

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

Councillor Shaw, seconded by Councillor Airlie-Nicolson, moved as an amendment that paragraph two of the motion be replaced with:

"Council notes the work already underway to put in place a new Wifi framework allowing site surveys to be commissioned which would determine the costs and projected timelines of the intended provision of Wifi across the Council owned Community Hall estate."

In terms of Standing Order 27, Councillors Andy Doig and Hannigan, being the mover and seconder of the motion agreed to accept the amendment to the motion, and the motion, as amended, was agreed unanimously.

DECIDED:

That Council appreciates the importance of cyber connectivity for all of Renfrewshire's towns, villages, and housing schemes, both from a social inclusion, leisure, and business perspective. Thus allowing equal access to a wide range of social, leisure, and employment opportunities for our residents.

Council notes the work already underway to put in place a new Wifi framework allowing site surveys to be commissioned which would determine the costs and projected timelines of the intended provision of Wifi across the Council owned Community Hall estate.

10 **Notice of Motion 4 by Councillors Andy Doig and Hannigan**

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

"Lead Piping in Public and Private Housing in Renfrewshire

Council notes with concern the presence of lead piping in the fresh water supply to some council and private housing in the Braehead area of Lochwinnoch. Council resolves, given the known public health risks this poses to public health, to initiate an investigation into the risk of lead piping across Renfrewshire and to refer the matter to the Audit, Risk, and Scrutiny Board. Such an investigation to have a wide-ranging remit to consult public health authorities, all relevant utilities, and other interested parties, with a view to eradicating this risk to public health”.

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

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

“Council notes with concern the presence of lead piping in the fresh water supply to some council and private housing an example being the Braehead area of Lochwinnoch. Council resolves, given the known risks this poses to public health that the issue of lead piping in domestic water supplies be referred to the Audit and Scrutiny board for review and consideration and report back to the council on its findings.”

In terms of Standing Order 27, Councillors Andy Doig and Hannigan, being the mover and seconder of the motion agreed to accept the amendment and the motion, as amended, was agreed unanimously.

DECIDED:

Council notes with concern the presence of lead piping in the fresh water supply to some council and private housing an example being the Braehead area of Lochwinnoch. Council resolves, given the known risks this poses to public health that the issue of lead piping in domestic water supplies be referred to the Audit and Scrutiny board for review and consideration and report back to the council on its findings.

11 Notice of Motion 5 by Councillors Andy Doig and Hannigan

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

"Kilbarchan Pipe Band

Council sends its heartfelt congratulations to Kilbarchan Pipe Band for winning the Grade 4B Category in the recent UK Pipe Band Championships, their first major championship win since the Band reformed just over twenty years ago. Council further wishes them every success at the World Pipe Band Championships later this year.

Council recognises the local renaissance in recent years in traditional Scottish music, culture, and the arts, across Renfrewshire, and looks forward to this trend developing following the return of the National Mod to Paisley in 2023”.

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

Councillor G Graham, seconded by Councillor Gilmour, moved as an amendment that "and European" be added following "UK".

Councillor Shaw, seconded by Councillor Airlie-Nicolson, moved as a second amendment that "British" be added following "recent".

In terms of Standing Order 27, Councillors Andy Doig and Hannigan, being the mover and seconder of the motion agreed to accept both amendments as additions to the motion, and the motion, as amended, was agreed unanimously.

DECIDED: Council sends its heartfelt congratulations to Kilbarchan Pipe Band for winning the Grade 4B Category in the recent British, UK and European Pipe Band Championships, their first major championship wins since the Band reformed just over twenty years ago. Council further wishes them every success at the World Pipe Band Championships later this year.

Council recognises the local renaissance in recent years in traditional Scottish music, culture, and the arts, across Renfrewshire, and looks forward to this trend developing following the return of the National Mod to Paisley in 2023.

12 **Notice of Motion 6 by Councillors Innes and Steel**

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

“Active Travel For Linwood Community Between Linwood and Phoenix Retail Park

Council notes that there is a lack of connectivity, active travel routes and accessibility for pedestrians walking or wheeling between Linwood and the Phoenix Retail Park.

Further that council will explore options to implement safer access for people travelling between Linwood and the Phoenix Retail park.”

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

DECIDED: Council notes that there is a lack of connectivity, active travel routes and accessibility for pedestrians walking or wheeling between Linwood and the Phoenix Retail Park.

Further that Council will explore options to implement safer access for people travelling between Linwood and the Phoenix Retail park.

Adjournment

The meeting adjourned at 11.25 a.m. and reconvened at 11.40 a.m.

13 **Notice of Motion 7 by Councillors Innes and Campbell**

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

“Scottish Independence

Council recognises the results of the 2022 local government election delivered a majority of pro Scottish independence councillors in Renfrewshire.

Further, that council welcomes a referendum on Scotland’s independence in the first half of the Scottish Parliament term 2021 - 2026.”

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

Councillor Andy Doig, seconded by Councillor Steel, moved the following addition to the motion as an amendment:

"Council recognises that support for either independence, or the union, is not co-terminous with supporting any one political party, and believes that the strength of the independence movement at the next independence referendum will be in its diversity, as was the case in 2014."

Councillor McMillan, seconded by Councillor Davidson, moved as a second amendment that:

"Council notes that in the recent council elections more people voted for parties that support the union than for parties that don't.

Also that council agrees that a future divisive referendum is not the priority of the people of Renfrewshire. Furthermore council agrees that Councillors in Renfrewshire should be getting on with the job of protecting and improving services here in Renfrewshire."

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

"Council recognises constitutional affairs are fully within the remit of the UK Government and calls upon all councillors regardless of party to work together in the common interests of our constituents on matters relevant to local government."

In terms of Standing Order 27, Councillors Innes and Campbell, being the mover and seconder of the motion agreed to accept the first amendment as an addition to the motion and the motion, as amended, became the substantive motion.

In terms of Standing Order 27, Councillors McMillan and Davidson, being the mover and seconder of the second amendment agreed to accept the third amendment as an addition to the second amendment which became the amendment.

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

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

The following members abstained: Councillors Hannigan and McCulloch.

19 members having voted for the amendment as amended, 22 members having voted for the substantive motion and two members having abstained, the motion was accordingly declared carried.

DECIDED: Council recognises the results of the 2022 local government election delivered a majority of pro Scottish independence councillors in Renfrewshire.

Further, that council welcomes a referendum on Scotland's independence in the first half of the Scottish Parliament term 2021 – 2026.

Council recognises that support for either independence, or the union, is not co-terminous with supporting any one political party, and believes that the strength of the independence movement at the next independence referendum will be in its diversity, as was the case in 2014.

Sederunt

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

14 Notice of Motion 8 by Councillors Ann-Dowling and Audrey Doig

There was submitted a motion by Councillors Ann-Dowling and Audrey Doig in the following terms:

“Renfrewshire Water Safety

In memory of all those who have lost their lives in Renfrewshire waterways, Council commends the work of the Renfrewshire Water Safety Working Group in developing a comprehensive water safety strategy for Renfrewshire waterways. The Renfrewshire Water Safety Working Group was formed in response to the tragic loss of Linwood High School pupil William McNally. William passed away on June 5 last year after getting into trouble in the water at the Clay Pits, part of the River Gryffe, while swimming with friends.

Water safety measures include new GPS signs at potentially dangerous areas along the River Gryffe, that make it easier for people to tell emergency services exactly where they are so they can respond as quickly as possible. The GPS signage also includes a life buoy, a throw-line rope and a reminder that people shouldn't swim in the river.

An educational safety video to raise awareness of the dangers of open water swimming has also been produced. Council pays tribute and sincere thanks to the family of William McNally for their participation in the safety video.”

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

DECIDED: That in memory of all those who have lost their lives in Renfrewshire waterways, Council commends the work of the Renfrewshire Water Safety Working Group in developing a comprehensive water safety strategy for Renfrewshire waterways. The Renfrewshire Water Safety Working Group was formed in response to the tragic loss of Linwood High School pupil William McNally. William passed away on June 5 last year after getting into trouble in the water at the Clay Pits, part of the River Gryffe, while swimming with friends.

Water safety measures include new GPS signs at potentially dangerous areas along the River Gryffe, that make it easier for people to tell emergency services exactly where they are so they can respond as quickly as possible. The GPS signage also includes a life buoy, a throw-line rope and a reminder that people shouldn't swim in the river.

An educational safety video to raise awareness of the dangers of open water swimming has also been produced. Council pays tribute and sincere thanks to the family of William McNally for their participation in the safety video.

15 **Notice of Motion 9 by Councillors N Graham and Leishman**

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

"Congratulations Motion

That this Council congratulates Her Majesty The Queen on the occasion of her Platinum Jubilee; expresses its gratitude for Her Majesty's exceptional public service and dedication to duty over 70 years; affirms the deep respect that is held for Her Majesty in Scotland, and sends good wishes for her continued service."

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

Councillor Paterson, seconded by Councillor MacFarlane, then moved as an amendment that:

"That this Council congratulates Her Majesty The Queen on the occasion of her Platinum Jubilee; expresses its gratitude for Her Majesty's exceptional public service and dedication to duty over 70 years; affirms the deep respect that is held for Her Majesty in Scotland, and sends good wishes for her continued service.

Recognises that having an unelected Head of State makes the United Kingdom an outlier amongst modern democracies and agrees that a referendum should be held on having an elected Head of State at the end of the current monarch's reign."

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, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McEwan, McGurk, McNaughton, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

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

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

DECIDED: Council congratulates Her Majesty The Queen on the occasion of her Platinum Jubilee; expresses its gratitude for Her Majesty's exceptional public service and dedication to duty over 70 years; affirms the deep respect that is held for Her Majesty in Scotland, and sends good wishes for her continued service.

Council recognises that having an unelected Head of State makes the United Kingdom an outlier amongst modern democracies and agrees that a referendum should be held on having an elected Head of State at the end of the current monarch's reign.

16 **Notice of Motion 10 by Councillors MacFarlane and Innes**

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

"Celebrating Renfrewshire Fund:

Council recognises the effort and success in Renfrewshire in facilitating participatory budgeting for young people through the Celebrating Renfrewshire Fund.

That council will continue to work with young people going forward to remove barriers to all of Renfrewshire's young people participating in local initiatives and actively encourage and explore options for more youth engagement and collaboration with Renfrewshire Council and the democratic and decision making process."

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

DECIDED: Council recognises the effort and success in Renfrewshire in facilitating participatory budgeting for young people through the Celebrating Renfrewshire Fund.

That council will continue to work with young people going forward to remove barriers to all of Renfrewshire's young people participating in local initiatives and actively encourage and explore options for more youth engagement and collaboration with Renfrewshire Council and the democratic and decision making process.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Thursday, 04 August 2022	10:00	Remotely by MS teams,

Present: Councillor Audrey Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Sam Mullin

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), P Shiach and E Gray Senior Committee Services Officers, D Cunningham, Assistant Committee Services Officer, K O'Neill, Assistant Democratic/Depute District Registration Services Officer, D Pole, End User Technician, 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.

Apologies

Councillors Montgomery and Rodden.

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Hearings into Possible Suspension or Revocation of Taxi Operator's Licence and Taxi Driver's Licence - Personal Appearance

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

Mohamed Youssef TX212D and T0043.

Mr Youssef, the licence holder, joined the meeting by video call together with Inspector Christie, who also joined by video call on behalf of the Chief Constable. Mr Youssef indicated that his legal representative was not present at this time and requested that the hearing be continued to allow them to attend.

The Convener proposed that consideration of the possible suspension or revocation of Mr Youssef's licences be continued until later in the meeting to allow the licence holder's legal representative to be present. This was agreed unanimously.

DECIDED: That consideration of the possible suspension or revocation of Mr Youssef's licences be continued until later in the meeting to allow his legal representative to be present.

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

The Board considered the possible suspension or revocation of the undernoted Private Hire Car Operators' Licences and Private Hire Car Drivers' Licences. The licence holders had been asked to appear personally for the first time together with Police Scotland:-

(a) Muhammad Rafique PH1574 and P5032

Mr Rafique, the licence holder, joined the meeting by video call, together with Inspector Christie, who also joined 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 matters. The meeting was reconvened and the Convener proposed (i) that no action be taken in relation to Mr Rafique's Private Hire Car Operator's Licence, and (ii) that no action be taken in relation to Mr Rafique's Private Hire Car Driver's Licence. This was agreed unanimously.

DECIDED:

- (i) That no action be taken in relation to Mr Rafique's Private Hire Car Operator's Licence; and
- (ii) That no action be taken in relation to Mr Rafique's Private Hire Car Driver's Licence.

Adjournment

The Board adjourned at 10.45 am and reconvened at 10.55 am.

(b) Hamid Mahmood PH0737 and P0069

Mr Mahmood, the licence holder, and his Solicitor, Mr Bryson, both joined the meeting by video call, together with Inspector Christie, who also joined 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 matters. The meeting was reconvened and the Convener proposed (i) that no action be taken in relation to Mr Mahmood's Private Hire Car Operator's Licence and (ii) that Mr Mahmood's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED:

- (i) That no action be taken in relation to Mr Mahmood's Private Hire Car Operator's Licence; and
- (ii) That Mr Mahmood's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

3 **Hearings into Possible Suspension or Revocation of Taxi Operator's Licence and Taxi Driver's Licence - Personal Appearance**

Under reference to item 1 of this Minute, the Board resumed consideration of the possible suspension or revocation of the undernoted Taxi Operator's Licence and Taxi Driver's Licence. The licence holder had been asked to appear personally for the first time together with Police Scotland:-

Mohamed Youssef TX212D and T0043.

Mr Youssef, the licence holder, and his Solicitor, Ms Robertson, both joined the meeting by video call together with Inspector Christie, who also joined by video call, on behalf of the Chief Constable. After consideration of all matters before the Board, the Assistant Managing Solicitor (Licensing) asked Mr Youssef if he wished to address the Board on any penalty the Board might impose prior to any motions being made in relation to his Taxi Driver's Licence and Taxi Operator's Licence. Mr Youssef and Ms Robertson then addressed the Board.

Following consideration of submissions, the meeting adjourned to allow members to consider matters. The meeting was reconvened and the Convener proposed (i) that

Mr Youssef's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect, and (ii) that Mr Youssef's Taxi Operator's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED:

- (a) That Mr Youssef's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect; and
- (b) That Mr Youssef's Taxi Operator's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

Minute of Meeting

Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 16 August 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Gillian Graham, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Janis McDonald, Councillor Cathy McEwan, 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 Services, F Carlin, Head of Housing Services, C Dalrymple, Communities & Regulatory Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Communities & Housing Services); A Armstrong-Walter, Strategic Partnership & Inequalities Manager, S Marklow, Strategy & Place Manager and J Castle, Senior Communications Officer (all Chief Executives); and J Kilpatrick, Finance Business Partner; D Pole, End User Technician, D Low, Democratic Services Manager, E Gray Senior Committee Services Officer and D Cunningham, Assistant Democratic 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.

Transparency Statement

Councillor M MacLaren indicated that she had a connection to item 7 - Draft Renfrewshire Strategic Housing Investment Plan 2023/28 - by reason of holding a Council appointment on the Williamsburgh Housing Association board. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Police and Fire & Rescue Services Scrutiny Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 7 June 2022, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

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

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 24 June 2022. The report stated that the projected outturn as at 24 June 2022 for all services reporting to this Policy Board was an overspend position of £0.138 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.

It was also highlighted that revenue budget adjustments totalling £0.934 million, comprising expenditure adjustments of £0.009 million in respect of the Adult Social Care pay uplift, £0.060 million for the Duke of Edinburgh Scottish Attainment Fund, £0.240 million relating to fly-tipping enforcement actions agreed at the meeting of Renfrewshire Council held on 3 March 2022 in terms of the relevant Council motion and income adjustments of £0.004 million in terms of the Right for Renfrewshire initiative, £0.660 million for Criminal Justice and £0.031 million in connection with re-alignment of the Planning Services budget had been processed since submission of the previous report to the Policy Board.

In addition, the report detailed capital budget changes totalling £2.954 million which had arisen since the previous report which reflected budget carry forwards of £2.800 million from 2022/23 to 2023/24.

DECIDED:

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

3 **Community Empowerment Fund**

There was submitted a report by the Chief Executive relative to applications considered for funding from the Community Empowerment Fund in the current round of funding. The total value of requested grant funding was £101,321. 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 three new applications had been received in the current round and been considered. A summary of the applications for funding, together with recommendations, was provided within an appendix to the report.

DECIDED: That the recommendations, detailed in Section 4 and Appendix 1 of the report, to (a) award £50,000 to Renfrew Victoria Youth Football Club for refurbishment and upgrade the internal areas within Kirklandneuk Pavilion, and (b) continue consideration of the applications submitted by Lochwinnoch Community Development Trust and Western Desert Recce Group SCIO to allow for further work to be carried out with the groups relating to their proposals be approved.

4 **Communities and Housing Services - Annual Health and Safety Plan 2022/23**

There was submitted a report by the Director of Communities & Housing Services relative to the 2022/23 Health & Safety Report for Communities & Housing Services.

The report summarised the approach to Health & Safety within the Service, reviewed performance and set out future objectives in an Action Plan. A copy of the annual Health & Safety Report 2022/23 and Action Plan was appended to the report.

DECIDED: That the Communities & Housing Services Annual Health & Safety Plan 2022/23 be approved.

5 **Scottish Social Housing Charter - Annual Return 2021/22**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Social Housing Charter Annual Return 2021/22.

The report intimated that Local Authorities and Registered Social Landlords were required to submit an Annual Return relating to their performance to the Scottish Housing Regulator (SHR) by the end of May each year. A copy of the Annual Return

2021/22 made on behalf of the Council, appended to the report, detailed Renfrewshire's performance and having taken account of the challenges faced during the Covid pandemic, highlighted the key priorities for the Housing Service as part of recovery planning activity.

The report also summarised the Renfrewshire Council outturn performance information for 2021/22, provided comparative information for the previous four-year period, together with core contextual data submitted as part of the Charter return and additional service and performance management information. The report highlighted areas of service performance most significantly impacted by the Covid-19 pandemic, areas that had achieved improved or stabilized performance and provided an update in terms of areas within the Council's recovery plan. The report also indicated that the SHR published all social landlords' performance on its website and, in common with other social landlords, the Council was required to report its performance against the Charter to all tenants. In accordance with guidance issued by the SHR tenants would be consulted on the preferred format for the tenants' report.

It was noted that the Service had commissioned a Tenant Satisfaction Survey, between March and April 2022, based on the satisfaction indicators with the Charter which indicated that satisfaction levels had remained relatively stable or had improved over the previous two-year period. It was noted that the results of the Tenant Satisfaction Survey were available within the Members Library area of the Council's Committee Management Information System (CMIS).

DECIDED:

(a) That the submission, made by the Director of Communities & Housing Services on the Scottish Social Housing Charter performance information 2021/22, as summarised in Appendix 1 of the report, be noted; and

(b) That it be noted that the report also contained the results from this year's Tenant Satisfaction Survey.

6 Tenant Participation Strategy 2022 – Draft for Consultation

There was submitted a report by the Director of Communities & Housing Services relative to the Draft Tenant Participation Strategy 2022, in particular, seeking authority to undertake consultation on the proposed Strategy and submit a report in relation to the outcome of the consultation and the proposed final Strategy to the next meeting of this Policy Board for consideration and if appropriate approval.

The report detailed the Council's duties in terms of tenant participation and engagement. Current arrangements for tenant participation were based on the Customer Engagement Strategy, approved in August 2010, with subsequent amendments approved in January 2011 and incremental additions over recent years. At the meeting of the Communities, Housing & Planning Policy Board held on 17 August 2021 it had been agreed that consultants be appointed to review current arrangements for tenant participation and a new Tenant Participation Strategy developed. Accordingly, following a procurement exercise, The Tenants Information Service (TIS) had been appointed to undertake the review and develop a new Tenant Participation Strategy. Subsequently TIS had established a steering group, consisting of tenant representatives and Council officers, to oversee the development of the Draft Tenant Participation Strategy 2022, a copy of which was appended to the report.

The report detailed key areas and objectives that the draft Strategy and accompanying Action Plan had incorporated, outlined how these would be achieved and provided information in connection with consultation arrangements.

DECIDED: That the Draft Tenant Participation Strategy 2022 be approved and that the Director of Communities & Housing Services be authorised to undertake consultation and to submit a report in relation to the outcome of the consultation and the proposed final Strategy to the next meeting of this Policy Board for consideration and, if appropriate, approval.

7 Draft Renfrewshire Strategic Housing Investment Plan 2023/28

There was submitted a report by the Director of Communities & Housing Services relative to the draft Strategic Housing Investment Plan (SHIP) 2023/28, a copy of which was appended to the report.

The report indicated that the SHIP, which detailed how funding for affordable housing would be targeted to achieve the objectives contained within Renfrewshire's Local Housing Strategy and support the delivery of a range of affordable housing projects across the Renfrewshire area, was reviewed and updated annually. In accordance with Scottish Government guidance the draft SHIP for the five-year period 2023/28, incorporated a flexible approach to project management by including a roll forward of projects from the previous SHIP, taking account of projects which were expected to complete during 2022/23 alongside estimates of when new projects could potentially be brought forward. The report indicated that the Plan contained funding provision for new-build Council housing in the four Housing Regeneration and Renewal areas where new-build housing was proposed. Details of the Future Resource Planning Assumptions for the period 2022/26 were provided. The report proposed that following consultation, which would be undertaken during August and September 2022, the finalised Plan would be submitted to a future meeting of this Policy Board for consideration and, if appropriate approval, prior to submission to the Scottish Government.

DECIDED: That the draft Strategic Housing Investment Plan 2023/28 be approved for consultation and that appropriate arrangements be made, in due course, to submit the finalised Plan to a future meeting of this Policy Board for consideration.

8 Housing-led Regeneration and Renewal Programme for Renfrewshire – Year 1 Update

There was submitted a report by the Director of Communities & Housing Services relative to the Housing-led Regeneration and Renewal Programme for Renfrewshire.

The report outlined the aims of the Programme, approved at the meeting of the Communities, Housing & Planning Policy Board held on 18 January 2022. It was also noted that amended proposals for three of the eight regeneration areas had subsequently been approved at the meeting of that Policy Board held on 15 March 2022.

An update on progress made in the phase one of the Programme was provided

together with a timeline for delivery of works scheduled throughout the 10-year strategy period. Following approval of the proposals, tenants, residents and owners had been issued with regular updates advising them of the plans that were approved for each area. In addition, the Council's website had dedicated Housing Regeneration pages which were regularly updated to ensure that residents were kept informed of progress. Given the scope and complexity of the Regeneration Proposals, a phasing strategy had been developed, a copy of which was appended to the report, which took account of factors such as delivery timescales, rehousing requirements and contractor availability.

It was noted that Neighbourhood Renewal Plans (NRP) were also being developed in each of the eight Regeneration Areas which would operate in parallel with the physical regeneration plans and that these would be tailored to the needs and circumstances of each area, going beyond housing and the immediate external environment and taking account of broader issues including links to health and wellbeing, access to outdoor space and sustainable travel and employment or training opportunities to maximise the benefits achievable for local residents.

It was highlighted that there would be ongoing engagement with residents regarding the NRP with a roadshow of 'pop-up' events held in each regeneration area. Feedback received during the consultation phases had been utilised to ensure issues raised by tenants and residents about property condition and the wider environment were addressed within the programme of works for each area. This included where tenants had advised of works that they felt should be prioritised, such as the internal and external fabric of their blocks, condition of common areas and the external environment surrounding their homes.

A summary of progress to date in each regeneration area was provided, within an appendix to the report, together with information relating to the anticipated timeline for investment, demolition, new-build and rehousing initiatives where this was relevant. The report also highlighted that where newbuild housing was proposed, a key objective of the regeneration programme would be the delivery of homes of a suitable type and size to meet current and future needs and to enable existing households to remain in the area where possible. In addition, it was stated that all Council tenants affected by demolition would be offered suitable alternative accommodation in line with the Council's housing allocation policy and would be entitled to apply for home-loss and disturbance payments subject to qualification criteria where the move was in accordance with the phasing strategy that facilitated the regeneration initiative.

DECIDED:

(a) That the baseline timescale for delivery of works across all eight areas in phase one of the 10-year Regeneration and Renewal Programme, a copy of which was appended to the report be approved; and

(b) That the Director of Communities & Housing Services arrange to provide regular updates on progress against that baseline.

9 Last-in-the-block Sale and Acquisition Policy

There was submitted a report by the Director of Communities & Housing Services relative to a proposal to amend the current policy, approved in May 2014, which allowed the sale of the last house in a block in certain circumstances.

The report advised that mixed tenure flatted blocks often presented difficulties when delivering investment programmes, because the delivery of such programmes required the consent of co-owners within flats. It was noted that of the Council's 12,216 properties, almost 70% were flatted, with many in mixed tenure blocks. It was also highlighted that resolution of the issue of mixed tenure blocks would be critical to the successful delivery of the £100 million Housing Regeneration investment programme. The report set out a proposal to amend the current sale and acquisition policy for last house in the block, to include any flatted blocks, which currently applied to blocks of more than five, and included provision to enable rehousing of tenants, with their agreement, where the Council was a minority owner. It was noted that receipts from the sale of such properties would be used to acquire properties that could assist in facilitating investment works in other mixed tenure blocks or meet other housing needs by adding to the supply of affordable housing for social rent across Renfrewshire and, as a consequence, there would be no loss to the stock, and overall repairs and improvements would be easier to deliver in the future.

DECIDED:

(a) That the changes to the "last in the block sale and acquisition policy", as set out within section 3 of the report and in full accordance with the Council's Scheme of Delegated Functions and Financial Regulations be approved, in order to allow:

(i) Re-housing of tenants, with their agreement, to allow disposal;

(ii) Disposal of flats which were "last-in-the-block" but where the legal title included more than one block;

(iii) Disposal of "last in the block" flats regardless of the number of properties in the block;

(iv) The use of receipts for acquisition of properties to increase Council ownership in other mixed-tenure blocks; and

(b) That the Director of Communities & Housing Services be authorised to seek the consent of Scottish Ministers as required.

10 **Land at Maple Drive, Johnstone Castle - Regeneration Phase 2**

There was submitted a report by the Director of Communities & Housing Services relative to the proposed declaration of an area of land at Maple Drive, Johnstone, identified on a plan appended to the report, as surplus to the Council's requirements.

Reference was made to Renfrewshire's Strategic Housing Investment Plan 2019/24, approved at the meeting of the Communities, Housing & Planning Policy Board held on 21 August 2018, which had identified a site in Johnstone Castle as suitable for development by a housing association. The site, identified on a Plan attached to the report, had subsequently been declared surplus to the Council's requirements following the demolition of existing Council housing on Cedar Avenue, Elm Drive and Maple Drive and officials authorised to negotiate disposal to a housing association for affordable housing. During discussions with Link Group Limited it had been identified

that that there was a need to adjust the boundaries of the site to accommodate the planned development layout. The report proposed that the site boundaries be adjusted to reflect: (a) adjoining land ownerships, with the route to the sub-station between 13 and 17 Maple Drive excluded; (b) the design layout produced by Link which now included Cedar Avenue and Maple Drive carriageways, layby parking and footways and (c) best practice asset management to avoid small strips of isolated land remaining in Council ownership. As a result, the proposed site now extended to 2.24 hectares or thereby and was identified on Plan E3228A attached to the report.

It was noted that negotiations would continue in relation to the proposed sale terms would be either submitted to the Infrastructure, Land & Environment Policy Board for approval or approved in terms of the Council's Scheme of Delegated Functions, as appropriate, prior to completion of the sale.

DECIDED:

(a) That the area of land at Maple Drive, Johnstone, outlined and hatched on drawing E3228A, and extending to 2.24 hectares or thereby, be declared as surplus to the Council's requirements;

(b) That the Head of Economy & Development and Head of Corporate Governance be authorised to negotiate terms for the disposal of the site to a housing association for the development of affordable housing; and

(c) That it be noted that the proposed sale terms would be either submitted to the Infrastructure, Land & Environment Policy Board for approval or approved in terms of the Council's Scheme of Delegated Functions, as appropriate, prior to completion of the sale.

11 Private Sector Housing Investment Programme 2022/23

There was submitted a report by the Director of Communities & Housing Services relative to the Private Sector Housing Grant (PSHG) Investment Programme 2022/23, a copy of which was appended to the report.

The report referred to the decision taken at the meeting of the Council held on 3 March 2022 to approve the report entitled 'Non-Housing Capital Investment Programme 2022/23-2026/27' which had included funding provision for Capital and Revenue PSHG expenditure during 2022/23. Based on the Council budget approval and taking account of the most up to date expenditure projections, the report updated the programme requirements for the period 2022/23 to support owner participation in a range of programmes. The requirement to manage PSHG capital and revenue resource in a flexible manner in terms of the drawdown of funds, to reflect the timing of the settlement of final accounts associated with owners in the Housing Investment Programme and the renewal of the contract for private sector adaptations was highlighted. It was highlighted that the contract for private sector adaptations expired on 31 March 2023 and Communities & Housing Services were working closely with the Health & Social Care Partnership to procure future Care & Repair services. In addition, it was noted that funds were held in reserve to support owners involved in the Orchard Street Housing Renewal Area tenement refurbishment project, as previously noted at the meeting of the Communities, Housing & Planning Policy Board held on 12 March 2019, and for any increased programme requirements that might be identified in the future.

DECIDED: That the Private Sector Housing Grant Investment Programme 2022/23, as set out in Appendix 1 of the report, be approved.

12 **Housing Energy Efficiency and Carbon Reduction Programmes: 2022/23 Award of Funding**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Government's Energy Efficient Scotland: Area Based Schemes (EES: ABS) Programme 2022/23 and the allocation of up to £1,657,500 for qualifying projects within the Renfrewshire Council area.

The report advised that the Scottish Government's EES: ABS programme, formerly known as the Home Energy Efficiency Programme Scotland: Area Based Schemes (HEEPS: ABS) had been introduced in 2013/14. The programme was targeted at private sector homeowners to assist their participation and ensure projects to improve energy efficiency could proceed. The key objectives of the programme were detailed within the report, together with the potential benefits and it was highlighted that local authorities acted as coordinating agents for all EES: ABS programmes within their area. It was noted that Renfrewshire Council had applied for up to £1,657,500 and confirmation of being successful had been received on 6 July 2022 and accepted by the Director of Communities & Housing Services. Homologation of this action was sought. It was noted that, as in previous years, the proposed projects, which were detailed within the report, had focused on mixed tenure blocks of solid wall construction type to support social landlords in meeting the requirements of the Energy Efficiency Standard for Social Housing as well as an allocation to support private homeowners within houses wholly private blocks which would be delivered via a managing agent. It was highlighted that the costs of the Managing Agent role would be met by the EES: ABS funding.

The report stated that the delivery of the 2021/22 EES: ABS programme had been significantly impacted by a range of issues which caused delays as the construction industry emerged from the restrictions put in place during the Covid-19 pandemic. Accordingly, there had been a need to reprofile the timetable for the EES: ABS investment programme with works being rescheduled over this year and next year. It was noted that there continued to be complexity and a degree of uncertainty around the programming schedule due to the ongoing issues being faced by the construction industry and that this could potentially impact on the scheduling of works and the timetable for drawing down EES: ABS funding, which would be managed by the Director of Communities & Housing in line with the Scottish Government's funding criteria timescales.

DECIDED:

(a) That the action taken by the Director of Communities, & Housing Services in accepting grant funding of £1,657,500 awarded as part of the Scottish Government's EES: ABS programme for qualifying projects, in 2022/23, within the Renfrewshire Council area, be homologated; and

(b) That the Director of Communities & Housing Services be authorised to oversee delivery and operational management of the programme.

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

Date	Time	Venue
Tuesday, 07 June 2022	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors J Hood, R Innes, M MacLaren, M McGurk and I McMillan.

CHAIR

Councillor McGurk, Convener, presided.

IN ATTENDANCE

O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities & Housing Services); R Devine, Senior Committee Services Officer; K O'Neill, Assistant Democratic Services Officer and D Pole, End User Technician (all Finance & Resources).

ALSO IN ATTENDANCE

D Duncan, Divisional Commander; R Fraser, Chief Inspector and B Anderson, Chief Inspector (all Police Scotland); D McCarrey, Area Commander and M Hill, Group Manager, (both Scottish Fire & Rescue Service).

RECORDING 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.

APOLOGIES

No apologies were intimated.

DECLARATIONS OF INTEREST

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

1 **POLICE SCOTLAND 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 2021 to 31 March 2022. The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in Police Scotland's Policing Priorities 2021-22, comparisons were made against the previous five-year average.

The volume of recorded crime and offences had fallen by 11% on the five-year average. The report provided, in an infographics format, local updates in relation to Renfrewshire Policing Priorities 2018- 22 of drug dealing and drug misuse; violence & antisocial behaviour; dishonesty and road safety.

A continued focus and proactivity drug supply and misuse had contributed to an increase of 14% in the number of detected drug supply offences, compared to the previous five-year average. In the reporting period, 143 crimes had been reported to the Crown.

Overall violent crime had fallen by 3.5% on the previous five-year average and had risen by 8.2% against the previous year when COVID -19 restrictions would have limited opportunities for interpersonal violence to occur.

Housebreaking crime continued to follow a declining trend and had fallen by 34.3% against the previous five-year average to a total of 239 crimes. Fraud was one of the few crimes of dishonesty for which an increase had been recorded—with reported crimes rising 52% above the five-year average to a total of 441 crimes.

Road injuries and deaths had increased by 23.5% on the previous year, to a total of 45 (three fatalities and 42 serious injuries). This was almost certainly linked to an increasing volume of traffic on Renfrewshire's road network following the easing of COVID-19 restrictions.

DECIDED: That the report be noted.

2 **POLICE SCOTLAND SPOTLIGHT - MENTAL HEALTH PRACTITIONERS WITH COMMAND AND CONTROL (C3)**

B Anderson, Chief Inspector, provided information to the Sub-committee on the Modernised Contact and Engagement Programme for engagement with Mental Health Practitioners. He advised that the Mental Health Pathway was a collaborative project between National Health Service (NHS) 24, the Scottish Ambulance Service and Police Scotland to deliver 'the right care at the right time', which enabled callers to be directed to receive the most appropriate support from Mental Health practitioners.

The Chief Inspector advised that this Pathway was divided into two phases. Phase 1 was the collaborative arrangement to allow direct referral of calls to Police Scotland from someone in mental health crisis to NHS24, this had already existed for 3 years and worked very successfully. Phase 2 was the introduction of trained mental health nurses from NHS24 into Police Scotland Contact and Control Division (C3) to jointly

deal with triage incidents involving mental health to assist in identifying the most appropriate support option. Five Mental Health Nurses now worked in this area, to determine whether their clinical experience and knowledge could offer better support. This service was provided in the west of Scotland and would be evaluated before being rolled out to the rest of Scotland. A number of benefits such as improved outcomes and earlier access to the right care for those in mental health crisis and reductions in the number of unnecessary Police and/or Scottish Ambulance deployments had already been identified.

DECIDED: That the information provided be noted.

3 **HM INSPECTORATE OF CONSTABULARY IN SCOTLAND (HMICS) SCRUTINY PLAN 2022-25**

There was submitted a report by the Director of Communities & Housing Services relative to the publication of Her Majesty's Inspectorate of Constabulary, Scotland (HMICS) Scrutiny Plan to deliver a planned inspection programme for 2022–25.

Her Majesty's Inspectorate of Constabulary in Scotland, (HMICS) had a statutory role to report on the state, effectiveness and efficiency of both Police Scotland and the Scottish Police Authority. HMICS had first issued a consultation on their forward workplan 2014-17 in November 2013. Since then, each HMICS Annual Scrutiny Plan had included an appropriate focus on issues that were relevant and had been highlighted by the Council. The 3-year plan for 2022–25 would supersede the previous one and regular reviews would follow.

Previously, HMICS had highlighted some of the areas they wished to focus on, however this year, as was the case in recent years, they did not provide a draft report but offered the opportunity for consultees to raise issues or concerns that they would like included in the inspection programme.

From a Renfrewshire perspective, local relationships with Police Scotland and with the Scottish Police Authority were excellent and it was anticipated that the areas highlighted in the recently published Scrutiny Plan would further strengthen Police Scotland's working and effectiveness across Scotland.

The HMICS purpose, values, framework and approach were outlined as part of the Scrutiny Plan. Within the plan there were four types of review: Strategic Reviews, Collaborative Reviews, Thematic Reviews and Audit and Assurance Reviews. The reviews had several phases divided across the three-year programme and details of which reviews would be progressed in each year were provided.

DECIDED: That the publication and content of the HMICS Scrutiny Plan 2022-25 be noted.

4 **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 January to 31 March 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.

Non-fire casualties remained static from this period last year with a total of 17 casualties. Of the 17 casualties nine were as a result of Road Traffic Collisions (53%). Incidents involving Assisting Other Agencies accounted for 41% (seven incidents) of all the activity within this indicator. Tragically, two fatalities were recorded this period. The first incident was effecting entry for multi-agency partners, the second was a recovery operation from a river in Renfrewshire. The report identified a decrease of 9% (three incidents) in Accidental Dwelling Fires and detailed factors which contributed to these. An increase in deliberate fire setting of 3% (four) incidents was reported compared to Q4 last year. The report also provided information on Unwanted Fire Alarm Signals (UFAS) which had shown an increase of 40% (75 incidents) year on year, a breakdown of the number of incidents and where these occurred was also provided.

DECIDED: That the contents of the report be noted.

5 **SCOTTISH FIRE AND RESCUE SERVICE SPOTLIGHT ON 'THE DRAFT STRATEGIC PLAN FOR 2022/2025 - CONSULTATION'**

The Sub-committee were advised that the Draft Scottish Fire and Rescue Strategic Plan (The Plan) 2022/2025 was now available for public consultation.

The Plan identified the service mission as a confident, modern, efficient, outward looking, learning organisation, which would continue to evolve, adapt, grow and transition into whatever was required to secure the safety and wellbeing of communities. In addition to responding to more traditional emergencies, they would further strengthen the work to prevent fires and other accidents occurring. The service would continue to reflect the changing needs of different localities and communities across Scotland. The Plan identified that they work with partners to protect the most vulnerable members of society, help address inequalities within our communities; respond when people are in need and respond to the growing climate emergency. They would support the safety of Scottish businesses in order that they may continue to grow and deliver a sustainable and inclusive economy for Scotland.

DECIDED: That the information provided on the consultation of the Draft Scottish Fire and Rescue Strategic Plan 2022/2025 be noted.

6 **LOCAL ISSUES**

Councillor J Hood sought clarification from Police Scotland about a recent incident in the Johnstone area. The Chief Inspector was able to provide assurance that Police Scotland were treating this as an isolated incident and advised that essential work on the case was ongoing at the location but that the scene of crime would be cleared soon.

Councillor R Innes sought assurance from Police Scotland that the level of policing in the Linwood area was sufficient. The Chief Inspector advised that the level was sufficient and if required more Police could be deployed if necessary at short notice.

DECIDED: That the information provided be noted.

Minute of Meeting

Head of Facilities & Property Management

Date	Time	Venue
Wednesday, 17 August 2022	10:00	Remotely by Microsoft Teams,

Present: Councillor Jacqueline Cameron, Councillor Gillian Graham, Councillor James MacLaren, Councillor Janis McDonald, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

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 Facilities & Property Management - Interviews**

The Board interviewed candidates for the post of Head of Facilities & Property Management.

DECIDED: That Chris Dalrymple be appointed to the post of Head of Facilities & Property Management.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Wednesday, 17 August 2022	10:00	Remotely by MS Teams ,

Present: Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

R Graham, Senior Solicitor (Litigation and Regulatory Services), D Cunningham, Assistant Committee Services Officer, E Gray, Senior Committee Services Officer, D Pole, End User Technician, A Easdon, Team Leader (Licensing), G McIntosh, Civic Licensing Standards Officer 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.

Apologies

Councillors N Graham, Hood, Montgomery and Mullin.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 8(b) of the agenda before item 7(e) of the agenda.

1 **Renfrewshire's Local Air Quality Management Update - 2021 and 2022 Air Quality Annual Progress Reports**

There was submitted a report by the Director of Communities & Housing Services providing an update in relation to air quality within Renfrewshire and detailing the findings of Renfrewshire's 2021 and 2022 annual progress reports.

The report summarised the key findings of the 2021 and 2022 Renfrewshire air quality annual progress reports and highlighted the positive trend in compliance with air quality monitoring standards across Renfrewshire.

The report advised that there had now been two consecutive years of compliance with statutory objective levels throughout all of Renfrewshire and, in particular, seven years of compliance within Paisley and the Paisley Town Centre Air Quality Management area. It was noted that the overall picture in relation to air quality across Renfrewshire was positive and would continue to be monitored with the current monitoring programme throughout 2022.

DECIDED: That the outcome of Renfrewshire's 2021 and 2022 air quality annual progress reports be noted and that it be noted that there were no exceedances of any air quality objectives identified with Renfrewshire during both 2020 and 2021.

2 **Grant of Late Hours Catering Licences - Personal Appearances**

There were submitted the undernoted applications for grant of Late Hours Catering Licence. Applicant (a) had been asked to appear personally for the third time and applicant (b) had been asked to appear personally for the second time:-

(a) Applicant: Exotic Kitchen Limited
Premises: 23 Causeyside Street, Paisley
Activity: takeaway
Operating hours: Monday to Sunday – 11.00 pm to 2.00 am

There was no appearance by or on behalf of Exotic Kitchen Limited. The Convener proposed that the application be considered in the applicant's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application for hours additional to the Board's policy on trading hours be refused and that the application be granted for a period of one year with operating hours in accordance with the Board's policy on trading hours. This was agreed unanimously.

DECIDED:

(i) That the application for hours additional to the Board's policy on trading hours be refused; and

(ii) That the application be granted for a period of one year with operating hours in accordance with the Board's policy on trading hours.

(b) Applicant: Select Service Partner UK Limited

Premises: Café Bar, Central Pier 18-22 Terminal Building, Glasgow Airport, Paisley

Activity: cafe

Operating hours: 7 days per week – 11.00 pm to 5.00 am

Mr Kelly, on behalf of the applicant, and Ms McGuire, his Solicitor, 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.

3 **Renewal of Late Hours Catering Licences**

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

(a) Applicant: Wm Morrison Supermarkets Limited

Premises: Petrol Filling Station, 30 Napier Street, Johnstone

Activity: petrol filling station

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

Licence No.: LHC 099

The Convener proposed that the application be granted for a period of two years and that the applicant continue to be 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: Wm Morrison Supermarkets Limited

Premises: Petrol Filling Station, 16 Thread Street, Paisley

Activity: petrol filling station

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

Licence No.: LHC 101

The Convener proposed that the application be granted for a period of two years and that the applicant continue to be 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.

4 **Variation of Private Hire Car Operators' Licences - Personal Appearances**

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

(a) Applicant: Craig Halliday

Variation: exception to policy and standard condition 1

Licence No.: PH1608

There was no appearance by or on behalf of Mr Halliday, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Halliday's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Halliday to operate his present vehicle, registration number GL14 HJD, for a period of one year from 1 May 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Halliday's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Halliday to operate his present vehicle, registration number GL14 HJD, for a period of one year from 01 May 2022, subject to the vehicle being tested at three-monthly intervals.

(b) Applicant: Thomas McGarrell

Variation: exception to policy and standard condition 1

Licence No.: PH1448

There was no appearance by or on behalf of Mr McGarrell, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr McGarrell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr McGarrell to operate his present vehicle, registration number PX15 XSF, for a period of one year from 29 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022. This was agreed unanimously.

DECIDED: That Mr McGarrell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr McGarrell to operate his present vehicle, registration number PX15 XSF, for a period of one year from 29 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022.

(c) Applicant: John Sutherland

Variation: exception to policy and standard condition 1

Licence No.: PH1150

There was no appearance by or on behalf of Mr Sutherland, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Sutherland's application for variation be granted and that standard

condition 1 of his licence be amended to enable Mr Sutherland to operate his present vehicle, registration number GJ15 DDN, for a period of one year from 20 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022. This was agreed unanimously.

DECIDED: That Mr Sutherland's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Sutherland to operate his present vehicle, registration number GJ15 DDN, for a period of one year from 20 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022.

(d) Applicant: Stuart Crichton

Variation: exception to policy and standard condition 1

Licence No.: PH1430

There was no appearance by or on behalf of Mr Crichton, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Crichton's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Crichton to operate his present vehicle, registration number FJ15 YBV, for a period of one year from 13 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022. This was agreed unanimously.

DECIDED: That Mr Crichton's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Crichton to operate his present vehicle, registration number FJ15 YBV, for a period of one year from 13 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022.

(e) Applicant: Robert Kerr

Variation: exception to policy and standard condition 1

Licence No.: PH1369

There was no appearance by or on behalf of Mr Kerr. The Convener proposed that the application be considered in Mr Kerr's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Kerr's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kerr to operate his present vehicle, registration number GK15 TKN, for a period of one year from 6 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 25 October 2022. This was agreed unanimously.

DECIDED: That Mr Kerr's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kerr to operate his present vehicle, registration number GK15 TKN, for a period of one year from 6 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 25 October 2022.

5 Variation of Taxi Operators' Licences - Personal Appearances

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

(a) Applicant: Gordon Chapman

Variation: exception to policy and standard condition 22

Licence No.: TX014

There was no appearance by or on behalf of Mr Chapman. The Convener proposed that the application be considered in Mr Chapman's absence. This was agreed unanimously. The Convener proposed that Mr Chapman's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Chapman to operate his present vehicle, registration number SF14 AKO, for a period of one year from 3 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 24 September 2022. This was agreed unanimously.

DECIDED: That Mr Chapman's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Chapman to operate his present vehicle, registration number SF14 AKO, for a period of one year from 3 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 24 September 2022.

(b) Applicant: John Stewart Reid

Variation: exception to policy and standard condition 22

Licence No.: TX235

Mr Reid, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Reid's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Reid to operate his present vehicle, registration number SN14 ACV, for a period of one year from 15 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022. This was agreed unanimously.

DECIDED: That Mr Reid's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Reid to operate his present vehicle, registration number SN14 ACV, for a period of one year from 15 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 17 August 2022.

(c) Applicant: John McIntyre

Variation: exception to policy and standard condition 22

Licence No.: TX047

Mr McIntyre, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr McIntyre's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McIntyre to operate his present vehicle, registration number SN14 ADZ, for a period of one year from 19 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 19 October 2022. This was

agreed unanimously.

DECIDED: That Mr McIntyre's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Reid to operate his present vehicle, registration number SN14 ACV, for a period of one year from 15 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 19 October 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 paragraph 3 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

Adjournment

The meeting adjourned at 11.00am and resumed at 11.15am.

6 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 a representation to the application:-

Paul Lafferty

Mr Lafferty, 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.

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

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

(a) Arshad Mehmood Bibi

Mr Bibi, the applicant, joined the meeting by video call, together with Mr Edwards who communicated on his behalf. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(b) Janat Gul Ahmadzai

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

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

(c) Esmail Raufi

Mr Raufi, 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) Salah Abukhabta

There was no appearance by or on behalf of Mr Abukhabta. The Convener proposed that the application be considered in Mr Abukhabta'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.

Sederunt

Councillors Hughes and McEwan left the meeting prior to consideration of the following item of business.

Adjournment

The meeting adjourned at 12.14pm and reconvened at 1.30pm.

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

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

Robert Houston P6326

Mr Houston, 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 received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the representation, it was decided that the representation would be taken into account when the application was being considered.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

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

There were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. Applicant (a) had been asked to appear personally for the third time and applicants (b) and (c) had been asked to appear personally for the first time together with Police Scotland who submitted an objection and a further letter in relation to that objection to application (a):-

(a) Barry Wood

Mr Wood, 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 and a further letter in relation to that objection to the application.

The Senior Solicitor (Litigation & Regulatory Services) advised that the further letter from Police Scotland had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in the letter, 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, Councillor McNaughton, seconded by Councillor Steel, moved that the application be granted for a period of one year.

Councillor Audrey Doig, seconded by Councillor Rodden, moved as an amendment that the application be refused.

On the roll being called, the following members voted for the amendment: Councillors Audrey Doig and Rodden.

The following members voted for the motion: Councillors McNaughton and Steel.

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

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

(b) Lukasz Kaznowski

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

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

(c) Obaidullahkhan Mohammadsulton

There was no appearance by or on behalf of Mr Mohammadsulton. 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.

Declaration of Interest

At this point in the meeting, Councillor Steel declared an interest in the following item of business for the reason that the applicant was known to him. Councillor Steel indicated that as he had declared an interest, he would leave the online meeting during any discussion and voting on the item.

10 Renewal of Private Hire Car Driver's Licence - Personal Appearance

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

Ian Anderson P6285

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

11 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:-

Rahmatullah Naqibullah

There was no appearance by or on behalf of Mr Naqibullah. The Convener proposed that the application be considered in Mr Naqibullah's absence. This was agreed unanimously. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

Sederunt

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

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

The Board considered the possible suspension or revocation of the undernoted Private Hire Car Drivers' Licences. The licence holders had been asked to appear personally for the first time together with the Council's Civic Licensing Standards Officer who had submitted a report in relation to (a) and Police Scotland who had submitted a letter in relation to (b):-

(a) Gordon Rooney P0171

Mr Rooney, the licence holder, joined the meeting by video call, together with Ms McIntosh, the Civic Licensing Standards Officer who also joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that consideration of this matter be continued and that the licence holder be invited to a future meeting of this Board. This was agreed unanimously.

DECIDED: That consideration of this matter be continued and that the licence holder be invited to a future meeting of this Board.

(b) Adam Pollock P0561

Mr Pollock, the licence holder, joined the meeting by telephone call, together with Sergeant Moore-McGrath, who joined the meeting by video call, on behalf of the Chief Constable. After consideration of all matters before the Board, the Convener proposed that consideration of this matter be continued and that the licence holder be invited to a future meeting of this Board. This was agreed unanimously.

DECIDED: That consideration of this matter be continued and that the licence holder be invited to a future meeting of this Board.

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 18 August 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Fiona Airlie-Nicolson, Ms Mary Jane Bird, 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, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Ben Smith

Chair

Councillor Rodden, Convener, presided.

In Attendance

S Quinn, Director of Children's Services; J Calder, Head of Service (Curriculum & Quality), T McGillivray, Head of Education and J Trainer, Head of Childcare & Criminal Justice (all Children's Services); J Connolly, Senior Communications Officer (Chief Executive's); and R Conway, Finance Manager, E Gray and C MacDonald, both Senior Committee Services Officers, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 **Church Representatives on Committees Appointed by Education Authorities**

There was submitted a report by the Director of Finance & Resources relative to the appointment of religious representatives on committees appointed by Education Authorities.

The report intimated that Section 124 of the Local Government (Scotland) Act 1973, as amended by Section 31 of the Local Government etc (Scotland) Act 1994, provided that where an education authority appointed a committee whose purposes included advising the authority on any matter relating to the discharge of their functions as education authority, or discharging any of those functions of the authority on their behalf, three of the members to be appointed (who should not be members of the education authority) should be church representatives. One of the three places required to be filled by a nomination from the Church of Scotland and one by the Roman Catholic Church.

The report advised that no nomination had been received from the Roman Catholic Church by the meeting of Renfrewshire Council held on 19 May 2022 and that it was therefore agreed at that meeting that authority be delegated to this Policy Board to approve the nomination. Correspondence had since been received from the Roman Catholic Church nominating Jack Nellaney.

It was noted that, in accordance with advice issued by the Standards Commission, nominating bodies would be asked to confirm that they would require their nominees to comply with the Councillors' Code of Conduct in so far as it was relevant to them in their role as church representatives and that the Council, at its statutory meeting held on 18 May, 2017 had agreed that allowances and expenses be paid to the representatives on the Education Policy Board representing religious bodies.

DECIDED:

(a) That Jack Nellaney, the Roman Catholic nominee, be appointed to the Education and Children's Services Policy Board; and

(b) That the Council note that, in accordance with advice issued by the Standards Commission, that the Roman Catholic Church be asked to confirm that they would require their nominee to comply with the Councillors' Code of Conduct in so far as it was relevant to them in their role as a church representative.

Sederunt

At this point Jack Nellaney was asked to join the meeting as the representative of the Roman Catholic church.

2 **Revenue and Capital Budget Monitoring Report**

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 24 June

2022.

The projected Revenue outturn at 31 March 2023 for Children's Services was an overspend of £4.390 million (2.0%) against the revised budget for the year. The projected Capital outturn at 31 March 2023 for Children's Services would be 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 note that the forecast position is based on best estimates and confirmed government support at this point in time; forecasts are likely to be subject to fluctuation as the year progresses;

(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.

3 **Children's Services Health, Safety & Well Being Plan**

There was submitted a report by the Director of Children's Services relative to the Children's Services Health, Safety & Wellbeing Plan.

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

The Children's Service's Health, Safety and Well Being Strategy 2021/2022 update report set out the health and safety activity within the service in 2021/2022 and demonstrated the service's commitment to continuous improvement in health and safety performance.

The Children's Services Health and Well Being Plan 2022/2023 detailed the areas of health and safety performance the Children's Services Department would like to work on over the forthcoming year. The plan for 2022/2023 included areas of health and safety within social work and education.

DECIDED:

(a) That the progress of Children's Services Health and Well Being Strategy 2021/2022 be noted; and

(b) That that the Children's Services Health and Well Being Strategy 2022/2023 be approved.

4 **Paisley Grammar School Community Campus: Update**

There was submitted a report by the Director of Children's Services relative to the relocation of Paisley Grammar School.

The report advised that formal consultation on the proposal to relocate Paisley

Grammar School to a new community campus building at Renfrew Road in Paisley commenced on 31 August 2020 and closed on 20 October 2020. The proposal gained support from the school, wider community and Education Scotland and the recommendation to progress the new build community campus were approved by the meeting of this Policy Board held on 21 January 2021.

The report intimated that the estimated cost for a new build community campus would be around £72 million. This estimate was based on various assumptions about project cost drivers that, at an early stage, were difficult to precisely quantify. This cost estimate was subject to ongoing refinement as the impact and extent of these cost drivers became clear. At this time, the Council had agreed a capital investment of £41.85 million for the project and would require to fund an additional amount of approximately £30 million from borrowing.

To supplement its investment and fund further borrowing, the Council had secured Learning Estate Investment Programme (LEIP) funding of £1.45 million per annum over a 25 year period. Conditions of funding included completion of the project by December 2025. Detail of LEIP funding conditions were outlined in section 7 of the report.

The new community campus would provide facilities for the full breadth of the curriculum, accommodating approximately 1,200 pupils. It would incorporate a flexible learning resource for young people with additional support needs and a variety of facilities to support community learning and enterprise activity for the wider community.

DECIDED:

(a) That the progress made to date and the development of a strategic brief and outline business case, set out at appendices 1 and 2 to the report respectively, for the new Paisley Grammar School Community Campus be noted; and

(b) That it be noted that further progress reports would be brought to this Policy Board.

5 **Renfrewshire Inclusion Strategy**

There was submitted a report by the Director of Children's Services relative to the Renfrewshire Inclusion Strategy.

The report advised that this Policy Board at its meeting held on 18 January 2021 had agreed that a strategic review of educational provision and approaches in Renfrewshire to support children and young people with additional support needs would be undertaken. The purpose would be to provide an update on the Lessons Learned from the Additional Support Needs (ASN) Review, as set out at Appendix 1 to the report, and on how these lessons would be used to improve the wellbeing and learning of children and young people with additional support needs in mainstream school settings.

DECIDED: That the update provided on the Lessons Learned from the Additional Support Needs (ASN) Review, as set out at Appendix 1 to the report, and on how these lessons would be used to improve the wellbeing and learning of children and young people with additional support needs in mainstream school settings be noted.

6 **Revised Devolved School Management (DSM) Scheme**

There was submitted a report by the Director of Children's Services relative to the revised Devolved School Management Scheme (DSM).

The report advised that Devolved School Management (DSM) had been introduced in 1993 to enhance and improve the management of resources at school level. Following the publication of the revised DSM guidelines in June 2019, a working group had been established to review the Council's existing DSM scheme. The proposed changes to the DSM scheme would allow for greater transparency regarding how school budgets were calculated and allocated to schools.

DECIDED:

(a) That the Revised Devolved School Management Scheme (DSM), as set out at Appendix 1 to the report, be approved; and

(b) That the Board agreed that authority be delegated to the Director of Children's Services to amend the Devolved School Management (DSM) Scheme to reflect any future Council decisions which impact it.

7 **REN 10 - Update on Activity**

There was submitted a report by the Director of Children's Services relative to the Ren 10 – Update on Activity. The report provided an update on the Renfrewshire Children's Services Partnership Children and Young People Community Mental Health and Wellbeing Strategy. This strategy was known across Renfrewshire and beyond as Ren10.

The strategy aimed to develop Ren10 as a community mental health and wellbeing network to support children, young people, and families by ensuring they get the right type of support at the right time by the right people to prevent small issues affecting wellbeing escalating into big problems. Ren10 offered early level support in communities to assist with mental health recovery in a way that was personal to each individual's journey, and which focused on their rights.

DECIDED: That the report be noted.

8 **The Promise**

There was submitted a report by the Director of Children's Services relative to Renfrewshire's Promise.

Following a review of Scotland's care system a report, called The Promise made a number of wide-ranging recommendations about the future of Scotland's care system and the changes required to improve it.

At the meeting of this Policy Board held on 21 January 2021 a report on how Renfrewshire planned to deliver on The Promise was considered and an update report was considered at the meeting held on 20 January 2022.

The report provided an overview of the work in relation to The Promise for newly elected members and an update on the significant progress achieved since January 2022.

DECIDED:

- (a) That the progress being made within Renfrewshire to “Keep the Promise” be noted;
- (b) That regular updated reports would be brought to Board which would outline implications for policy and practice in Renfrewshire as our Promise work progresses be noted; and
- (c) That the opportunity for elected members to become a Promise Keeper, as detailed in paragraph 3.11 of the report, be noted.

9 **Children’s Services (Resources) Standard Circular Updates**

There was submitted a report by the Director of Children’s Services relative to standard circulars provided to schools and early learning and childcare centres with robust and definitive guidance to protect and support staff and children and young people.

The updates presented in the report related to legislation and regulations relevant to property, security, and health and safety matters.

DECIDED: That the revised standard circulars detailed in appendices 1 – 6 be approved.

Minute of Meeting

Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 22 August 2022	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 Kevin Montgomery

Chair

Councillor Andy Doig, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning, and D McLavin, Senior Communications Officer (both Chief Executive's); C Halliday, Technical Manager and Lead Officer (Communities, Housing & Planning); G Hannah, Transport & Change Manager (Environment & Infrastructure); and C McCourt, Head of Finance & Business Services, P Murray, Head of Digital Transformation and Customer Services, M Boyd, Head of Transformation & OD, K Campbell, Assistant Chief Auditor, G Innes, Senior Service Delivery Manager, S Fanning, Principal HR & OD Adviser, D Pole, End User Technician, A McNaughton and C MacDonald, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

Also in Attendance

M Ferris, Senior Audit Manager, Audit Scotland.

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 John Hood.

Declarations of Interest

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

1 Summary of Internal Audit Reports for period 21 May to 30 June 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 21 October to 30 June 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.

In relation to the Roads Operations – Winter Maintenance Procedure it was proposed that a report would be sent to members once the details of the winter maintenance plan and winter standby procedures had been completed. This was agreed.

DECIDED:

(a) That the summary of Audit findings report for the period 21 October to 30 June 2022 be noted; and

(b) That it be agreed that a report would be sent to members once the details of the winter maintenance plan and winter standby procedures had been completed.

2 Internal Audit and Counter Fraud Progress and Performance for Period to 30 June 2022

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 April and 30 June 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 30 June 2022 be noted:

3 **Audit Scotland report on the Financial Response to Covid-19**

There was submitted a report by the Chief Executive relative to Audit Scotland's report on the financial response to Covid-19.

The report outlined the financial context of how the Scottish Government, councils and other public bodies had been operating during the pandemic and analysed their financial response.

Audit Scotland reported that the Scottish Government managed its overall budget well, but struggled to maintain transparency, which limited scrutiny. The initial response required large amounts of additional public spending. As the pandemic progressed, the Scottish Government monitored expected funding and spending closely and allocated available funding while keeping within overall budget limits.

The report advised that the main areas of Scottish Government spending on the Covid 19 response were: Business support (including sectoral support) – £3.4 billion in 2020/21 and £1.2 billion to December 2021/22; Health and social care – £2.8 billion in 2020/21 and £862 million to December 2021/22; Local government – £1.2 billion in 2020/21 and £502 million to December 2021/22; and Transport – £646 million in 2020/21 and £247 million to December 2021/22. The Accounts Commission concluded that the Scottish Government worked collaboratively and at pace with local and UK government to direct significant public spending in difficult circumstances. It offered recommendations to improve transparency and records management and plans for the future.

DECIDED: That the report be noted.

4 **Absence Statistics – Annual report 21/22 and Quarter 1 of 22/23**

There was submitted a report by the Director of Finance & Resources relative to the Absence Statistics annual report and the Council's absence statistics for quarter 1 of 2022/23 ending 30 June 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 be noted.

5 **Audit, Risk & Scrutiny Board Annual Report 2021/22 And Annual Programme 2021/22 - 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2021/22 Annual Report and the Annual Programme 2022/23.

The Annual Report was prepared in terms of the Council's Code of Corporate Governance, which highlighted the issues considered by the Board during the period August 2021 to June 2022. The report intimated that during the period, the Board examined different topics including the programme of reviews; audit related matters; and annual reports by other bodies. The report advised that in terms of the guidelines for the operation of the Annual Programme operation the Board was required to prepare an annual programme of activities.

The report intimated that two of the three reviews from the 2021/22 programme had been completed, namely: the de-regulation of buses review and the Blue Badge qualifications review. The last review which related to linking the National Cycle Route 7 with the Whithorn Way had its final recommendations submitted to this meeting.

The report proposed that four reviews would go forward as part of the Annual Programme of Reviews for 2022/23 namely: charges for bulk items uplift for the elderly; lack of house and garden maintenance by some tenants and residents; neighbour disputes; and lead piping in public and private housing in Renfrewshire. It was agreed that these reviews be included in the 2022/23 programme.

In relation to the suggested review of Neighbour Disputes it was proposed that this subject be looked at in the widest sense and should also include anti-social behaviour. This was agreed.

DECIDED:

(a) That the Audit, Risk & Scrutiny Board Annual Report 2021/22 be noted;

(b) That it be agreed that four reviews go forward as part of the Annual Programme of Reviews for 2022/23 namely: charges for bulk items uplift for the elderly; lack of house and garden maintenance by some tenants and residents; neighbour disputes; and lead piping in public and private housing in Renfrewshire; and

(c) That it be agreed that the review of Neighbour Disputes be looked at in the widest sense and should also include anti-social behaviour.

6 **Linking the National Cycle Route 7 with Howwood Review**

Under reference to Item 7 – Audit, Risk & Scrutiny Annual Programme 2021/22 – Request for Review - of the Minute of the meeting of this Board held on 15 November 2020, there was submitted a report by the Lead Officer relative to the review of linking the national cycle route 7 with Howwood.

The report detailed the background and key findings of the review and the recommendations were outlined in Section 5 of the report.

DECIDED:

- (a) That the key findings be noted and the recommendations as outlined at Section 5 of the report be approved;
- (b) That the report be approved for submission to the Council meeting to be held on 29 September 2022; and
- (c) That it be noted that the Lead Officer was grateful to all stakeholders who participated in the review.

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 paragraph 1 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

7 **Summary of Internal Audit Investigation Reports for period 21 May to 30 May 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 21 May to 20 May 2022 be noted.

Minute of Meeting

Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 23 August 2022	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

Declarations of Interest

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

Chair

Councillor Steel, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development, R Cooper, Economic Development Manager, M Moran, Assistant Economic Development Manager, L Adamson, Communications & Public Affairs Manager and D McLavin, Communications Officer (all Chief Executive's); G Hunter, Chief Economic & Regeneration Officer (Communities & Housing); and V Howie, Finance Business Partner, D Pole, End User Technician, A McNaughton and E Gray, both Senior Committee Services Officers and D Cunningham, Assistant Democratic 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.

1 **Revenue & 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 at 31 March 2023 for those services reporting to the Economy & Regeneration Board which reported an underspend position of £0.020 million.

The projected capital outturn as at 31 March 2023 for projects reporting to this Board 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.

Following discussion in relation to the Paisley Museum project, the Head of Economy & Regeneration undertook to provide further information to members regarding the introduction of same-sex toilets at the refurbished Museum and to provide clarity on the implications for Equalities and Human Rights.

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;
- (c) That the budget adjustments detailed in sections 4 and 6 of the report be noted; and
- (d) That it be noted that the Head of Economy & Regeneration would provide further information to members regarding the introduction of same-sex toilets at the refurbished Museum and would provide clarity on the implications for Equalities and Human Rights.

2 **Greater Renfrewshire and Inverclyde (GRI) LEADER / Community Led Local Development (CLLD) Update**

There was submitted a report by the Chief Executive relative to a request from the Scottish Government to support the delivery of a new Community Led Local Development (CLLD) programme for 2022/23 which would replace (in part) GRI LEADER. The report outlined the proposed approach for Renfrewshire and the joint work required with other local authorities to meet CLLD requirements.

DECIDED:

- (a) That the conclusion of the Greater Renfrewshire and Inverclyde (GRI) LEADER 2014/20 programme and the interim Communities Testing Change Fund be noted;
- (b) That the offer from the Scottish Government to award £115,520 to the Greater Renfrewshire and Inverclyde area for the delivery of the Community Led Local Development (CLLD) programme for 2022/23 be noted;
- (c) That it be agreed that Renfrewshire Council continue to act as Lead Partner and

Accountable Body for the Greater Renfrewshire and Inverclyde area; and

(d) That it be agreed that authority be delegated to the Head of Economy & Development to deliver the programme requirements as laid out in Sections 5 and 6 of the report.

3 **Invest in Renfrewshire: Start-Up Street**

There was submitted a report by the Chief Executive relative to Invest in Renfrewshire Start Up Street advising on progress and further development of the Start-Up Street project and the partnership agreement for the Renfrew development.

The report highlighted that Start-Up Street was an economic development initiative offering new and growing businesses low cost, high-quality workspace and wraparound support, detailed the proposed partnership approach with Lanarkshire Enterprise Services Limited and included an overview of the Partnership Agreement.

Councillor Nicolson, seconded by Councillor Campbell, moved that consideration of the report be continued for further information to the next appropriate Board.

As an amendment, Councillor Clark, seconded by Councillor McMillan, moved that the report be approved.

On the roll being called the following members voted for the amendment: Councillors Ann-Dowling, Clark, Graham, McCulloch, McGuire and McMillan.

The following members voted for the motion: Councillors Burns, Campbell, Andy Doig, Hughes, McGurk, McNaughtan, Nicolson, Paterson and Steel.

Six members having voted for the amendment and nine members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That consideration of the report be continued for further information to the next appropriate Board meeting.

4 **UK Shared Prosperity Fund Update**

There was submitted a report by the Chief Executive relative to the development of detailed Shared Prosperity Fund (SPF) proposals, at a Renfrewshire level, which met the Fund's objectives.

The report advised that the proposals would be aggregated, with those of the other seven local authorities in the Glasgow City Region, to provide a Regional Investment Plan for the Glasgow City Region.

DECIDED:

(a) That it be noted that the SPF Regional Investment Plan would be developed as a Glasgow City Region plan in conjunction with all eight Member Authorities and with all necessary approvals at both regional and local level being in place prior to funding being released in year 3;

- (b) That the outline set of SPF funded proposals at Renfrewshire level, as outlined in section 6 of the report, and which met the Fund's objectives be approved; and
- (c) That it be agreed that the Invest in Renfrewshire budget continued to be used, where necessary, to cashflow the proposals to allow spend to take place prior to funding being released in year 3.

Minute of Meeting

Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 23 August 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Carolann Davidson, 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

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, F Knighton, Senior Planning Officer, L Johnston, Assistant Planner, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer, L Adamson, Communications & Public Affairs Manager and G Crawford, Senior Communications Officer (all Chief Executive's); K Anderson, Sustainability, Place & Assets Manager (Environment & Infrastructure); and N Young, Assistant Managing Solicitor (Litigation & Advice); V Howie, Finance Business Partner, R Devine and E Gray both Senior Committee Services Officers and J Barron and D Cunningham, both Assistant Democratic Services Officers (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 Hood.

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 Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 24 June 2022.

The report stated that the projected outturn as at 24 June 2022 for all services reporting to this Policy Board was an overspend position of £0.050 million. 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 revenue budget adjustments totalling £0.934 million, comprising expenditure adjustments of £0.031 million in respect of the realignment of the Planning Services budget had been processed since the Budget had been approved at the meeting of the Council held on 3 March 2022.

DECIDED:

- (a) That the projected outturn position, detailed in Table1 of the report, be noted; and
- (b) That the budget adjustments, detailed in section 4 of the report, be noted.

2 Plan for Net Zero

There was submitted a report by the Chief Executive relative to Renfrewshire's Plan for Net Zero.

The report made reference to the national commitment to become net zero by 2045, and in particular, the legal requirement for the Council, in terms of the Public Bodies Climate Change Reporting Duties, to set target dates for zero direct emissions and indirect emission reductions; to report on how spending and resource would contribute to these targets; and the Council's contribution to Scotland's Climate Change Adaptation Programme. In this connection the report outlined the key elements of the Plan for Net Zero, including activities undertaken to date; next steps; and planned and proposed actions for the next phase. A quick read version of the Plan for Net Zero and the complete Plan for Net Zero were appended to the report.

Renfrewshire's Plan for Net Zero was Council-led but was for the whole of Renfrewshire. The Plan outlined five themes, with key outcomes to be achieved against each theme. The core principle at the heart of the Plan, was for the Council to act as a driver or catalyst for change, to lead by example and maximise the opportunities of a transition to net zero, integrating climate action into the Council's financial planning, decision making and existing activities and embedding climate considerations across all that it did in a way that ensured continued delivery of high

quality public services and closely aligned with the Council's ambitions for Renfrewshire.

It was recognised that in terms of achieving net zero ambitions, the scale of the challenge for Renfrewshire as an area and the Council as an organisation was significant with many of the levers required to meet the challenge requiring to be activated by government, potentially through legislation. Substantial investment at a local and national level would also be required alongside the successful rollout of enabling activities within national programmes and the ability to source specialist expertise and skills. Notwithstanding these challenges, the Plan for Net Zero was ambitious, it had been developed with local people and organisations and built upon a strong evidence base. The next phase of the Plan and associated programme of work would focus on delivery, accelerating the work that was already in progress and ensuring that net zero carbon ambitions were a core part of everything that the Council and its Partners did in Renfrewshire. Ongoing engagement with all stakeholders was deemed to be integral to the approach taken in delivering on the Plan, with a strong focus on equality and fairness, and in ensuring that every citizen was able to participate in the net zero journey as it progressed. It was noted that in recognition of this, Council officers would work with Renfrewshire's Climate Panel to develop an easy read version of the Plan for Net Zero, to reflect the different levels of understanding across stakeholders on the journey

DECIDED:

(a) That Renfrewshire's Plan for Net Zero, as appended to the report, be approved for publication; and

(b) That it be noted that regular updates would be submitted to future meetings of this Policy Board on the further development of the Plan and its ongoing implementation.

3 Climate Change Action Fund - Update

There was submitted a report by the Chief Executive relative to the Climate Change Action Fund.

The report made reference to the £1 million of funding made available as part of the budget approved at the meeting of the Council held on 3 March 2022 to support progression of the Council's response to the climate emergency through the Climate Change Action Fund. The Fund was intended to fund innovative projects and initiatives being developed by Council services in response to the climate emergency; provide initial funding to pilot new ideas and approaches; support engagement and partnership working across Renfrewshire; and/or accelerate the pace of change already being delivered through existing initiatives. The process was deemed to be vital to the Council being able to lever in the external funding that would be required to support climate change initiatives at the scale and pace required.

The Climate Change Sub-committee had previously considered a number of funding proposals developed in response to the climate emergency. These proposals had subsequently been approved by the Leadership Board and funding of £978,000 allocated from the Climate Change Action Fund to support 14 projects. A number of these projects related to feasibility studies or engagement work with local businesses and communities, and it was stated that good progress had been made in terms of progressing these and appointing relevant suppliers and specialists to support this

work. The appendix to the report provided specific detail.

The report advised that it was anticipated that £556,000 of the £978,000 funding allocated to the projects detailed in the appendix would be spent during financial year 2022/23 to deliver the Climate Change Fund Programme and that a balance of £22,000 currently remained available for allocation.

DECIDED:

(a) That the progress update provided on the initiatives funded through the Climate Change Action Fund to date be noted;

(b) That the projected financial outturn position, detailed in Table 1, be noted; and

(c) That the change to the scope of the projects, detailed at section 4.2 of the report, be noted and approved.

4 **Developer Contributions – Annual Report**

Under reference to item 8 of the Minute of the meeting of this Policy Board held on 14 June 2022, there was submitted a report by the Chief Executive being an annual return detailing developer contributions received in relation to various Section 50, Section 69 and Section 75 agreements associated with approved planning applications.

The report detailed the current status, sums of monies involved and purpose of the funds.

DECIDED: That the Developer Contributions Annual Report and the developer contributions currently held by the Council be noted.

5 **Renfrewshire Planning Performance Framework 2021 / 2022**

There was submitted a report by the Chief Executive relative to the Renfrewshire 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, where all planning authorities required 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 story of this year's planning performance; added value that planning made in decision making; how policies and guidance had shaped developments; delivery 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, a copy of which was appended to the report, demonstrated that the Council continued to perform well in

terms of the Scottish average.

Following discussion, it was noted that the workforce information included within the return would be updated prior to submission.

DECIDED: That the Renfrewshire Planning Performance Framework 2021/22 be noted.

6 **Development Plan Scheme 2022**

There was submitted a report by the Chief Executive relative to the annual Renfrewshire Development Plan Scheme 2022.

The report stated that the Development Plan Scheme detailed the work required to prepare, engage and consult on the Local Development Plan 3. The next Local Development Plan (LDP) for Renfrewshire would be informed by National Planning Framework 4 and the Regional Spatial Strategy for the Glasgow City Region. The report advised that following the publication of National Planning Framework 4 and new Scottish Government Development Planning Regulations, the timetable for preparing the next LDP for Renfrewshire would be updated and submitted to a future meeting of this Policy Board for consideration.

DECIDED: That the Renfrewshire Development Plan Scheme 2022 be approved.

7 **Development Planning Guidance - Development in the Countryside (2022) and Display of Advertisements (2022)**

There was submitted a report by the Chief Executive relative to the formulation of development planning guidance on Development in the Countryside and Display of Advertisements. Copies of the guidance were appended to the report. The guidance supported the Local Development Plan (2021) and the New Development Supplementary Guidance (2022).

The report indicated that the majority of Renfrewshire was rural countryside, protected from inappropriate development through its designation as greenbelt in the Renfrewshire Local Development Plan (2021). Renfrewshire's greenbelt played a key role in protecting and enhancing the character, landscape, natural setting and identity of settlements, whilst providing outdoor access to green networks which linked areas and supported nature networks. The guidance supported the local development plan providing design advice when considering and preparing development proposals within Renfrewshire's countryside. Advertisements and signage provided information related to goods and services. They were often designed to be eye-catching and could enliven the street scene. However, they could also have an impact on the character and appearance of an area resulting in a cluttered and unattractive environment. The proposed guidance provided good practice advice in relation to the display of advertisements including the different types of signage, their design, size, location, materials, illumination and relationship with the surrounding area. The guidance also set out the circumstances where advertisements could be displayed without the need for advertisement consent.

The report indicated that in the event the guidance was approved by the Policy Board arrangements would be made to publish them on the Council's website and the

design advice would be a material consideration in assessing new development proposals in the countryside and applications for advertisement consent.

DECIDED:

(a) That the publication of the Development in the Countryside (2022) guidance be approved; and

(b) That the publication of the Display of Advertisements (2022) guidance be approved.

8 Site Development Briefs – Barrhill Crescent, Kilbarchan, Land at Blythswood, Renfrew & Blackhall Street, Paisley

There was submitted a report by the Chief Executive relative to site development briefs prepared in respect of a recently allocated residential site within the Local Development Plan, Barrhill Crescent, Kilbarchan, and two brownfield sites, at Blythswood, Renfrew and Blackhall Street, Paisley. An electronic link to the proposed site development briefs was provided within the report.

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. 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, used 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 the sites at Barrhill Crescent, Kilbarchan, land at Blythswood, Renfrew and Blackhall Street, Paisley be approved.

9 Renfrewshire Local Development Plan – Outcome of Court of Session Appeal

There was submitted a report by the Chief Executive relative to the Renfrewshire Local Development Plan, the statutory appeal process and outcome.

The report stated that at the meeting of the Communities, Housing & Planning Policy Board held on 7 December 2021 it had been agreed that the Renfrewshire Local Development Plan be adopted. The Local Development Plan had been formally adopted on 15 December 2021. A statutory appeal had subsequently been received by the Council on 20 January 2022 from James (Glasgow) Limited seeking to either quash one chapter of the local development plan or the allocations detailed within the local development plan as they related to the sites at Thriplee Road, Bridge of Weir and the former Golf Driving Range, Rannoch Road, Johnstone. The Council had sought legal opinion from a QC and sought to defend the appeal on the basis of avoiding the quashing of a complete chapter of the local development plan - Delivering the Spatial Strategy – Places. The outcome of the appeal had been intimated to the Council with the Court of Session allowing the appeal and quashing

the Renfrewshire Local Development Plan (2021) in the following respects:- (i) in relation to the Thriplee Road site in Bridge of Weir, to remove the green belt designation, thereby showing it as 'white space' in the adopted Renfrewshire Local Development Plan (2021); (ii) removing the residential designation of site at Golf Driving Range, Rannoch Road, Johnstone, thereby showing it as 'white space' in the adopted Renfrewshire Local Development Plan (2021); and (iii) in relation to Auchenlodment Road in Elderslie, to remove the green belt designation, thereby showing it as 'white space' in the adopted Renfrewshire Local Development Plan (2021). The Council had also been found liable for the appellant's expenses.

DECIDED:

(a) That the outcome of the Statutory Appeal in respect of the adoption of the Renfrewshire Local Development Plan be noted; and

(b) That the claim for expenses in relation to the appeal be noted.

10 **Tree Preservation Order Requests**

There was submitted a report by the Chief Executive relative to the Tree Preservation Order (TPO) requests agreed at the meeting of this Policy Board held on 14 June 2022, further requests to apply TPO designation to sites in Erskine, Paisley and Renfrew and proposals for progressing additional TPO requests in Kirklandneuk Park, Renfrew, Dykebar Hospital, a site located to the south of Caplethill Road and another in Houston.

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 an update in respect of the TPOs previously agreed, at the meeting of this Policy Board held on 14 June 2022, in respect of the wooded areas at (i) Sandielands Wood, Inchinnan; and (ii) Erskine Hotel Wood. It was highlighted that one comment was received in advance of the TPO for Erskine Hotel Wood prior to publication. A summary of the points raised and the response to these was provided. It was considered by the Chief Executive that the comments did not alter the recommendation to apply a TPO designation to the site.

The report referred to a number of requests received for TPOs to be designated and advised that, to date, three of the sites involved, at Old Lane SINC, Erskine, Kings Inch Road, Renfrew and UWS Thornly Park Campus, Paisley had been considered and assessments undertaken, details of which were provided within the report, and a recommendation provided in respect of whether a TPO should be made. The report also indicated that requests for TPO designations had been received in connection with (i) woodland at Kirklandneuk Park, Renfrew; (ii) Dykebar Hospital Grounds; (iii) a site in Houston; and (iv) a site located to the south of Caplethill Road. 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;

Following discussion, Councillor McGurk, seconded by Councillor McNaughtan, moved;

(a) That the Tree Preservation Orders in respect of the sites known as Sandieland Wood and Erskine Hotel Wood be confirmed and that officers make the orders public and register them with the Land Registry for Scotland;

(b) That the need for Tree Preservation Orders at the sites known as (i) Old Lane SINC and (ii) UWS Thornly Park campus and adjacent land, incorporating the adjacent "North Field" and the area to the south of Caplethill Road identified for off-site pedestrian route enhancement included in the Reporter's decision, be approved and that it be agreed that officers proceed to prepare the Orders, serve them on relevant parties, make the orders available to the public and seek representations;

(c) That it be agreed that a tree preservation order designation should not apply to the site at Kings Inch Road, Renfrew for the reasons outlined in the report; and

(d) That it be noted that consideration and assessment of the sites at woodland at Kirklandneuk Park, Renfrew, Dykebar Hospital, and site in Houston would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board. The amendment was agreed.

Following discussion, it was also agreed that a survey of trees at planning application sites and allocated development sites, identified within the Local Development Plan, be undertaken.

DECIDED:

(a) That the Tree Preservation Orders in respect of the sites known as Sandieland Wood and Erskine Hotel Wood be confirmed and that officers make the orders public and register them with the Land Registry for Scotland;

(b) That the need for Tree Preservation Orders at the sites known as (i) Old Lane SINC and (ii) UWS Thornly Park campus and adjacent land, incorporating the adjacent "North Field" and the area to the south of Caplethill Road identified for off-site pedestrian route enhancement included in the Reporter's decision, be approved and that it be agreed that officers proceed to prepare the Orders, serve them on relevant parties, make the orders available to the public and seek representations;

(c) That it be agreed that a tree preservation order designation should not apply to the site at Kings Inch Road, Renfrew for the reasons outlined in the report;

(d) That it be noted that consideration and assessment of the sites at woodland at Kirklandneuk Park, Renfrew, Dykebar Hospital and site in Houston would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board; and

(e) That a survey of trees at planning application sites and allocated development sites, identified within the Local Development Plan, be undertaken.

11 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.

(a) 19/0749/PP: Erection of residential development comprising 96 dwellings with associated open space, roads, access and landscaping, engineering and infrastructure works at 40 Rannoch Road, Johnstone PA5 0SP

In terms of Standing Order 59 Councillor Paterson, moved that the application be granted subject to the conditions and reasons detailed within the report and a Section 75 agreement being concluded with the applicants to secure eight units for affordable housing. This was agreed.

DECIDED: That that the application be granted subject to the conditions and reasons detailed within the report and a Section 75 agreement being concluded with the applicants to secure eight units for affordable housing.

(b) 22/0142/PP: Demolition of existing office building and erection of 67 flats with associated access, landscaping, open space and parking at 2 Lonend, Paisley PA1 1SS

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.

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

(c) 22/0178/PP: Residential development comprising 59 dwellinghouses and 24 flats, including access, drainage, landscaping and associated works at site between Sandieland Wood and Flourish Road, Erskine.

Councillor Nicolson, seconded by Councillor Paterson, moved that consideration of the application be continued pending further information in connection with the ecological impact on the site, the proposed treatment for the site boundaries and the requirement for a Section 75 agreement to be concluded with the applicant in respect of the affordable housing element of the development. This was agreed.

DECIDED: That consideration of the application be continued pending further information in connection with the ecological impact on the site, the proposed treatment for the site boundaries and the requirement for a Section 75 agreement to be concluded with the applicant in respect of the affordable housing element of the development.

(d) 22/0236/PP: Erection of self-contained student accommodation with associated facilities, including demolition at 57 High Street, Paisley PA1 2AN.

Councillor McNaughtan, seconded by Councillor McGurk, moved that consideration of the application be continued pending a site visit. This was agreed.

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

(e) 22/240/CA: Demolition in association with the erection of student accommodation block at 57 High Street, Paisley PA1 2AN.

Councillor McNaughtan, seconded by Councillor McGurk, moved that consideration of the application be continued pending a site visit. This was agreed.

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

(f) 22/0248/PP: Formation of outdoor terrace to side of public house at 1 George Street, Howwood.

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

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

(g) 22/0329/PP: Erection of single storey extension to rear and installation of rooflight in retrospect at Beijing Banquet, 200 Arkleston Road, Renfrew.

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

Following a brief adjournment Councillor Nicolson, seconded by Councillor MacFarlane, moved that the application be refused as it was contrary to Policy P1 on the basis of the adverse impact on the neighbouring residential properties. This was agreed.

DECIDED: That the application be refused as it was contrary to Policy P1 on the basis of the adverse impact on the neighbouring residential properties.

(h) 22/0345/PP: Erection of residential development comprising 80 flats and 39 dwellinghouses and formation of roads, infrastructure, open space amenity at site on southern edge of Roundabout Junction with Laymoor Avenue, King's Inch Road, Renfrew.

Councillor Shaw, seconded by Councillor McNaughtan, moved that consideration of the application be continued pending a site visit. This was agreed.

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

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

Date	Time	Venue
Thursday, 25 August 2022	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Carolann Davidson, Councillor Audrey Doig, Councillor Gillian Graham, Councillor John Gray, Councillor David McGonigle, Councillor Emma Rodden

In Attendance

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

Appointment of Chair

DECIDED: That Councillor Rodden chair this meeting of the Personnel Appeals and Applied Conditions of Service Appeals Panel.

Declarations of Interest

There were no declarations of interests 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 Children's Services

Consideration was given to an appeal submitted by an employee of Children's Services against the outcome of a grievance. The appellant appeared together with K Fella (EIS) in relation to the appeal.

J Calder, Head of Early Years & Broad General Education (Children's Services) and L Stewart, Senior HR Adviser (Finance & Resources) represented management.

The appellant and K Fella presented the appellant's case. Thereafter, the management side and members of the Panel had an opportunity to question the appellant's side and evidence presented.

J Calder presented the management's case. Thereafter, the appellant's side and members of the panel had an opportunity to question management and evidence presented.

Both sides summed up their position and, having been advised that they would be informed of the decision in writing withdrew to allow the Panel to consider the matter and reach a decision.

DECIDED:

- (a) That in terms of sought resolution one that the appeal be upheld;
- (b) That in terms of sought resolution two that the appeal be upheld; and
- (c) That a meeting be held between the Convener of the Education & Children's Services Policy Board and the Director of Children's services to discuss the process for documenting concerns around employee performance.

Minute of Meeting

Petitions Board

Date	Time	Venue
Monday, 29 August 2022	14:00	Remotely by MS Teams,

Present: Councillor Jennifer Adam, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor David McGonigle, Councillor Jim Paterson, Councillor Ben Smith

Chair

Councillor Burns, Convener, presided.

In Attendance

M Higginbotham, Transportation & Development Manager (Environment & Infrastructure); and E Gray, Senior Committee Services Officer, and D Cunningham, Assistant Committee Services Officer (both Finance & Resources).

Also in Attendance

Ms J Fulton, Petitioner.

Webcasting of Meeting

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.

Transparency Statement

Councillor McGonigle indicated that he had a connection to item 1 of the agenda – Petition: Traffic Calming Measures - Kilmacolm Road, Bridge of Weir - as he was a resident of the area in question. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 **Petition: Traffic Calming Measures - Kilmacolm Road, Bridge of Weir**

There was submitted a report by the Director of Finance & Resources relative to a petition received from Ms J Fulton in the following terms:

“Kilmacolm Road residents are petitioning to Renfrewshire Council for urgent consideration and implementation of new speed restrictions and safety measures. Our request covers the area from the traffic lights at the Houston Road junction, through to Strathgryffe Crescent upon leaving the village towards Kilmacolm. As you will read in my email, 21 households are asking the council for action, in addition to the GPs and Practice Manager at Ranfurly Drs Surgery who also represent approximately 6,500 patients and the Manager at Morar Care Home which houses 30 elderly residents.

Why?

In addition to the fact that there are many families with small children and pets who live along Kilmacolm Road, this is also a well-used school and nursery route, we have Morar Care Home for the elderly, Ranfurly Drs Surgery, bus stops — the list goes on. The central issue is acceleration — vehicles coming into the village from Kilmacolm are accelerating to get through the lights and in the opposite direction vehicles are accelerating through the lights to exit the village and travel at the national speed limit. Either way, the issue is very clearly excessive acceleration.

With the exception of the 30mph sign on entering from this side of the village, we have absolutely no other signage. Nothing to communicate to drivers that there are children playing; that there is a nursery and primary school around the corner; that this area also houses vulnerable people such as elderly people and those with disabilities. Let alone any traffic calming measures which forcibly slow vehicles down.

What you will read from the residents includes the devastating loss of many beloved pets killed on the road; serious damage to several properties from cars crashing at speed; severe noise pollution; countless near misses — and overall, a real sense of fear. Fear that if this is not addressed fully and urgently then it is only a matter of time before there is a human life lost on this road.

What is needed?

1. Signage
2. Traffic Calming Measures (driver feedback systems, speed bumps or cameras)
3. Railings

In addition to appropriate signage (to reflect school children, elderly & vulnerable people), we as a community are asking for traffic calming measures such as driver feedback systems, speed bumps or cameras. The road narrowing island on exiting the village is repeatedly destroyed due to speeding traffic, the evidence speaks for itself — it is clearly nowhere near enough.

We are also asking for the installation of railings along some stretches of the road. Not only does this account for the fact that toddlers and children use the pavements every day for school and nursery, but it also accounts for the many large vehicles regularly using the road such as farm vehicles, lorries and emergency vehicles (often

travelling at high speed). It is one thing to live beside a busy road; but entirely another to be expected to live beside an unsafe road where people live in fear of it. The residents need Renfrewshire Council to make Kilmacolm Road safe again.”

The Board heard from the petitioner in support of her petition.

The Board then heard from the Transportation & Development Manager who advised that a survey of Kilmacolm Road would be undertaken which would assess accident statistics, the speed of vehicles using the road, use types of the roadside buildings, pedestrian vulnerability and current traffic calming measures in place. The results of the survey would produce a score used to determine whether action was necessary and a priority level in comparison with other areas identified for work. It was highlighted that prior to any traffic calming measures being implemented a period of community consultation would be undertaken.

Councillor Burns, seconded by Councillor Campbell, moved that the petition be referred to the Director of Environment & Infrastructure and the Infrastructure, Land & Environment Policy Board for further consideration. This was agreed unanimously.

DECIDED: That the petition be referred to the Director of Environment & Infrastructure and the Infrastructure, Land & Environment Policy Board for further consideration.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 31 August 2022	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 John Hood, Councillor James MacLaren, 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 and Development Services, B Walker, Programme Director (City Deal & Infrastructure), G Crawford, Senior Communications Officer, A Johnston, Principal Estates Surveyor and C Horn, Senior Planning & Policy Development Officer (all Chief Executive's); C Dalrymple, Head of Facilities and Property Management and P McConnachie, Senior Facilities Manager (Support Services) (both Communities & Housing Services); G Hutton, Head of Operations & Infrastructure, 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 G Heaney, Assistant Infrastructure & Assets Manager (all Environment & Infrastructure); and M Conaghan, Head of Corporate Governance, M Law, Senior Asset & Estates Surveyor, L Dickie, Finance Business Partner, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, R Devine and E Gray, both Senior Committee Services Officers and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor McDonald.

Declarations of Interest

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

1 Revenue and Capital Budget Monitoring as at 24 June 2022

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 24 June 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 £2.350 million against the revised budget for the year, 7.3% 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 over the relevant services in the tables within the report, together with further analysis.

The report highlighted revenue budget adjustments totalling £564,000 since the budget was approved at Council in March 2022. The majority of the adjustments were due to the allocation of £300,000 for the Clyde Valley Waste indexation and a non recurring allocation of £162,000 in relation to fly tipping. In addition it was noted that there had been capital budget adjustments of £3.590 million since the the budget was approved which had arisen through £1.660 million of budget reprofiling from 2021/22, budget increases of £1.830 million and £100,000 of 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.

It was noted that while Covid-19 restrictions had been removed from most operational services there were still challenges through covid-related absences and staff carrying forward annual leave which had been accrued while assisting other services.

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

3 **Winter Maintenance and Severe Weather Plan for 2022 – 2027**

There was submitted a report by the Director of Environment & Infrastructure relative to the Council's Winter Maintenance and Severe Weather Plan for 2022 – 2027, a copy of which was appended to the report.

The report set out the Council's statutory obligation under section 34 of the Roads (Scotland) Act 1984 to take such steps it considered reasonable to prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads. The proposed plan detailed a number of key areas including route planning and treatment, weather forecasting, vehicle deployment, communication plans and flooding incident responses.

DECIDED: That the Winter Maintenance and Severe Weather Plan 2022 – 2027, as appended to the report be approved.

4 **Clyde Muirshiel Regional Park – member appointment to Liaison Groups**

There was submitted a report by the Chief Executive relative to the appointment of members to two Clyde Muirshiel Regional Park (CMRP) liaison groups.

At the meeting of this Policy Board held on 12 January 2022 it was agreed that two liaison groups to oversee future planning for Clyde Muirshiel Regional Park would be established in response to the decision by the local authorities of Renfrewshire, Inverclyde and North Ayrshire to dissolve the Clyde Muirshiel Regional Park Authority with effect from 31 March 2021.

The report set out the proposed governance arrangements and provided detail on the role of the two liaison groups, the CMRP (Renfrewshire) Liaison Group and the Renfrewshire / Inverclyde CMRP Liaison Group. Two members required to be nominated for each group, one from the administration and another from the opposition. It was noted that all Renfrewshire Ward 9 members would also be invited to sit on the CMRP (Renfrewshire) Liaison Group.

Councillor Campbell nominated Councillor Audrey Doig to be appointed to both groups with Councillor McNaughton acting as her substitute. Councillor Smith nominated Councillor Gilmour to be appointed to the Renfrewshire / Inverclyde CMRP Liaison Group and intimated that their nomination to the CMRP (Renfrewshire) Liaison Group would be intimated to the Head of Corporate Governance following the meeting. This was agreed unanimously.

DECIDED:

- (a) That Councillor Audrey Doig be appointed to the CMRP (Renfrewshire) Liaison Group, with Councillor McNaughton acting as a substitute for Councillor Doig;
- (b) The the Head of Corporate Governance would be advised of the opposition member for the CMRP (Renfrewshire) Liaison Group following the meeting; and
- (c) That Councillor Audrey Doig and Councillor Gilmour be appointed to the Renfrewshire / Inverclyde CMRP Liaison Group with Councillor McNaughton acting as a substitute for Councillor Audrey Doig.

5 **Community Asset Transfer policy – procedure update**

There was submitted a report by the Chief Executive relative to the proposed changes to the Community Asset Transfer procedure.

The report intimated that a report had been submitted to the meeting of this Policy Board held on 15 June 2022 on the proposed changes to the procedure for the consideration of Community Asset Transfer requests, following which a number of queries were raised by elected members regarding the stated process. The current arrangements were set out along with the matters which were under review.

The report advised that options for the future procedure would be submitted to the Council meeting to be held on 29 September 2022 as changes to the scheme of delegation and board remits were required and this was a matter reserved for Council.

DECIDED:

- (a) That the clarifications to the previous report which was considered by this policy board at the meeting on 15 June 2022 be noted; and
- (b) That it be noted that a report would be presented to the next Council meeting on the options for future governance on Community Asset Transfer applications.

6 **Proposed Compulsory Purchase Powers, UK Government Levelling Up Fund – AMIDS South**

There was submitted a report by the Chief Executive relative to proposed compulsory purchase powers which would allow the Council to commence land assembly as part of the Advanced Manufacturing Innovation District Scotland South (AMIDS South). The areas in question were detailed in drawings attached as appendices to the report.

The report provided an overview for the project which would provide a new transport link between Paisley town centre, Glasgow Airport and the AIMDS site. It advised that the Outline Business Case for the project had been approved at a meeting of the Leadership Board held on 16 June 2021, that public and stakeholder views on the project had been sought in a consultation exercise carried out in April 2022 and that planning permission from the project had been sought in May 2022.

Dialogue with the owners of key sites had been ongoing and, to further progress, powers in principle were sought to use compulsory purchasing to acquire land where necessary. It was felt that this was the most appropriate course of action due to the piecemeal nature of the key sites.

DECIDED:

- (a) That it be agreed that the Programme Director – City Deal and Infrastructure would be authorised to acquire the required sites and interests for AMIDS South;
- (b) That the use, in principle, of compulsory purchase powers be approved;
- (c) That it be noted that all landowners would be kept informed at all stages of the process and compensation would be negotiated with each as appropriate; and
- (d) That it be noted that before CPO powers were implemented a further report be submitted to this policy board for consideration detailing the sites and interests and the owners.

7 **Renfrewshire Community Meals Service – Lease Renewal**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease at Unit 11, Baltic Business Park Paisley by the current lease holder Renfrewshire Community Meals Service. The site was identified in a plan which was appended to the report.

The reported intimated that the lease commenced in September 2010 for a ten-year term. This was extended in September 2017 and was then due to expire on 28 September 2022 with an annual rent of £22,000 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of 18 months from 29 September 2022 at a rate of £26,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full in the report.

DECIDED: That the Head of Corporate Governance be authorised to extend the lease of the unit on the provisional terms and conditions outlined in this report and subject to such other conditions as may be considered necessary to protect the interests of the Council.

8 **Lease extension with alterations, former Bridge of Weir Library, 63 Main Street, Bridge of Weir.**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease, with alterations, at the former Bridge of Weir Library, 63 Main Street, Bridge of Weir. The lease holder was The Bridge (Bridge of Weir) SCIO (SC042720).

The reported intimated that the lease commenced in August 2013 for a ten-year period. The sought extension was for a period of ten years from 17 August 2023. The terms, conditions and alterations were detailed in full in the report.

DECIDED: That the Head of Corporate Governance be authorised to conclude a lease extension and alterations for the former Bridge of Weir Library, 63 Main Street, Bridge of Weir to the current tenant, The Bridge (Bridge of Weir) on the provisional terms set out in the report.

9 **5 Year Lease of Shop at 28 MacDowall Street, Johnstone**

There was submitted a report by the Chief Executive relative to the proposed lease of a shop at 28 MacDowall Street, Johnstone. The site was identified in a plan attached as an appendix to the report.

The reported intimated that the property had been placed on the market for lease in June 2022 with an asking rent of £3,500 per annum. There was a high level of interest in the property therefore a closing date for offers was set. Two offers were recieved, one for £3,500 per annum with a proposed use as a make up artist studio and another for £4,000 per annum with a proposed use as a sandwich shop.

Both offers were analysed and it was concluded that the lease of the property should be offered to the second offeror, for a period of three years with a rent of £4,000 per annum, as this represented best value to the Council. The proposed terms and conditions for the lease were detailed in full in the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant be approved; and

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

10 **Shop at 37 George Street, Paisley**

There was submitted a report by the Chief Executive relative to the proposed lease of a shop at 37 George Street, Paisley. The site was identified in a plan attached as an appendix to the report.

The reported intimated that the property was currently operating as a newsagent and was subject to a month-to-month lease and that the tenant was looking to enter into a longer agreement. The current lease agreement set out a rent of £5,900 per annum.

The proposed lease was for a period of five years at a rental rate of £6,300. The proposed terms and conditions for the lease were detailed in full in the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant be approved; and

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

11 **Shop at 46 Foxbar Road, Paisley**

There was submitted a report by the Chief Executive relative to the proposed lease of a shop at 46 Foxbar Road, Paisley. The site was identified in a plan attached as an appendix to the report.

The report intimated that the property was currently operating as a hairdressers and ancillary beauty salon and was subject to a year-to-year lease and that the tenant was looking to enter into a longer agreement. The current lease agreement set out a rent of £6,300 per annum.

The current tenants sought to transfer the lease to Abby Murray & Gemma Lowe and to enter into a longer term lease. The proposed lease was for a period of ten years at a rental rate of £6,900. The proposed terms and conditions for the lease were detailed in full in the report.

DECIDED:

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant be approved; and

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

12 **Shop at 1 Howe Street, Paisley**

There was submitted a report by the Chief Executive relative to the shop at 1 Howe Street, Paisley. The site was identified in a plan attached as an appendix to the report.

The reported intimated that the property was currently operating as a Chinese takeaway, was subject to a ten-year lease which was due to expire in June 2026 and that the tenant was looking to take ownership of the property in order to secure finance to invest in the site.

Negotiations had taken place between the Council and the tenant and a provisional sale had been agreed at a price of £86,400. The proposed terms and conditions for the sale were detailed in full in the report.

DECIDED:

(a) That the property at 1 Howe Street, Paisley be declared surplus to requirements; and

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

13 **Disposal of Land adjacent to 123 Glencoats Drive, Paisley**

There was submitted a report by the Chief Executive relative to a piece of land adjacent to 123 Glencoats Drive, Paisley. The site was identified in a plan attached as an appendix to the report.

The report intimated that the area of land was held on the General Services Account, was an area of open space and had been combined with the adjoining garden for a number of years. The land was brought to the Council's attention following a complaint that Council owned land had been taken over by a resident.

When the owner of 123 Glencoats Drive was approached regarding the encroachment they expressed an interest of taking ownership of the land to formalise its use as off-street parking.

The report proposed declaring the land surplus to requirement and authorising the Head of Economy and Development and Head of Corporate Governance to negotiate and finalise the sale.

Councillor Smith, seconded by Councillor Campbell, moved that consideration of the report be continued to a future meeting of this Policy Board to allow members to be furnished with information as to whether consultation with the local community would be appropriate in this scenario. This was agreed unanimously.

DECIDED: That consideration of the report be continued to a future meeting of this Policy Board to allow members to be furnished with information as to whether consultation with the local community would be appropriate in this scenario.

14 **Disposal of Woodlands Bowling Club, Brediland Road, Linwood**

There was submitted a report by the Chief Executive relative to the sale of Woodlands Bowling Club. The site was identified in a plan attached as an appendix to the report.

The report made reference to part five of the Community Empowerment (Scotland) Act 2015 which introduced the right for community bodies to request outright ownership, short or long term lease or other rights over any land or property owned or leased by the Council.

A Community Asset Transfer request had been submitted by Woodlands Community Bowling Club in November 2020. Due to the Covid-19 pandemic the request was not considered by officers until January 2022. The Council's CAT Panel then met on 2 August 2022 and, there being no reasonable grounds to refuse, approved the CAT request for outright ownership at the offered price of £1. The terms and conditions of the sale were detailed in full in the report.

DECIDED:

(a) That the sale of Woodlands Bowling Club premises to Woodlands Community Bowling Club SCIO (SC050436) under Part 5 of the Community Empowerment (Scotland) Act 2015 be noted; and

(b) That the Head of Economy and Development and the Head of Corporate Governance be authorised to conclude the sale with Woodlands Community Bowling Club at the price offered in the Community Asset Transfer (CAT) Request, and on such terms as required to protect the Council's interest.

15 Disposal of land from Paisley Common Good, Bridge Street, Paisley

There was submitted a report by the Chief Executive relative to proposals to declare an area of land on Bridge Street, Paisley surplus to requirements. The site was identified in a plan attached as an appendix to the report.

The matter had been considered by this Policy Board at the meeting held on 15 June 2022 where it continued to a future meeting to allow members more time to consider the proposal.

The report provided detail on the site which was currently owned by the Paisley Common Good Fund and was situated next to a residential development. Correspondence had been received from the developers of the neighbouring residential site seeking to acquire the land and further details of the proposal were provided. The process for disposing of Common Good land was also set out.

DECIDED:

(a) That the completion of a consultation exercise on the proposed disposal of Common Good property, a requirement of the Community Empowerment (Scotland) Act 2015, be noted and further to note that one representation was received;

(b) That the Head of Corporate Governance be authorised to make an application to the Court under section 75 of the Local Government (Scotland) Act 1973 to approve the disposal of the land from the Paisley Common Good;

(c) That should the application made to the Court be approved then the area of land subject to the Court application be declared as surplus to requirements, with a view to disposing to the adjacent owner; and

(d) That the sale thereof to the adjoining proprietor, Nixon Blue Ltd, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers, be approved.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Thursday, 01 September 2022	10:00	Remotely by MS Teams ,

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

C Dalrymple, Communities & Regulatory Manager (Communities & Housing Services) (for items 1 and 2 only); and D Campbell, Assistant Managing Solicitor (Licensing), E Currie and P Shiach, both Senior Committee Services Officers, D Cunningham, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing) (for items 1 to 8 only), G McIntosh, Civic Licensing Standards Officer (for items 1 to 7 only) and R McCallum and E Graham, both Administrative Assistants (for items 1 and 2 only) (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 Hood.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 12 (d) and (e) of the agenda before item 12 (c) of the agenda.

1 **Scottish Government – Consultation on restricting promotions of food and drink high in fat, sugar and salt**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Government consultation on restricting the promotions of food and drink high in fat, sugar and salt.

The report intimated that this was the latest in a number of consultation exercises sought to consider options to tackle a significant and increasing health issue across the UK.

The Council's draft response was appended to the report, and it was noted that the final date for submission was 23 September 2022. The draft response proposed that Renfrewshire Council strongly supported the development of public health measures such as the introduction of restrictions on foods high in fat, sugar and salt, but highlighted that the Council was acutely aware of the cost-of-living crisis and the challenges surrounding food poverty and the increasing use of food banks within some communities in Renfrewshire. Therefore, whilst foods high in fat, sugar and salt were causing a particular health crisis which required to be tackled, the response called on the Scottish Government to ensure that the price of healthier options remained affordable to ensure nutritious and wholesome food was available for all Renfrewshire residents.

Councillor Hughes, seconded by Councillor McNaughtan, moved that the draft response to question 31 be amended as follows:

'While Renfrewshire Council supports limitations in principle, the focus of any programme should be on the promotion of healthy choices within special offer deals, rather than removal of those currently available. We recognise that deals on foods that might be considered unhealthy are for many constituents an easy and affordable way of securing a filling meal, and that these are included in budgeting. People in our communities on limited budgets are often also limited by location and variety of retailers. Implementation of limitations must be considered carefully to ensure limits do not further negatively impact people who are already facing hardship'.

This was agreed unanimously.

DECIDED:

(a) That the consultation on restricting promotions on foods high in fat, sugar and salt be noted; and

(b) That question 31 of the draft response appended to the report be amended to read 'While Renfrewshire Council supports limitations in principle, the focus of any

programme should be on the promotion of healthy choices within special offer deals, rather than removal of those currently available. We recognise that deals on foods that might be considered unhealthy are for many constituents an easy and affordable way of securing a filling meal, and that these are included in budgeting. People in our communities on limited budgets are often also limited by location and variety of retailers. Implementation of limitations must be considered carefully to ensure limits do not further negatively impact people who are already facing hardship' and that the amended consultation response be approved.

2 **Proposed Scheme for Licensing of Short-term Lets**

Under reference to item 2 of the Minute of the meeting of this Board held on 8 June 2022, there was submitted a report by the Director of Finance & Resources relative to the responses received to the recent consultation on the licensing of short-term lets and seeking approval of policies and proposals for implementation of the mandatory short-term lets licensing scheme in Renfrewshire.

The report provided detail in relation to the responses received and these formed appendices 1 to 7 to the report; Appendix 8 to the report set out the proposed policy in relation to licensing of short-term lets; Appendix 9 to the report set out the proposed licence conditions; and Appendix 10 to the report detailed the proposed fees structure.

The provisions of the Licensing Order to modify the Civic Government (Scotland) Act 1982 and introduce new procedures in relation to short-term lets required additional powers to be used and section 7 of the report detailed the additional delegations to officers required.

DECIDED:

(a) That the proposed policy for Renfrewshire in relation to the licensing of short-term lets, as set out at Appendix 8 of the report, including the statutory policy in relation to Temporary Exemptions be agreed;

(b) That the proposed licence conditions for short-term lets, as set out at Appendix 9 of the report, be agreed;

(c) That the proposed fees structure for short-term lets, as set out at Appendix 10 of the report, be agreed;

(d) That it be agreed that the duration of short-term let licences granted and renewed in Renfrewshire be for a period of three years;

(e) That officers be instructed to develop application forms and guidance notes for short-term lets and to publish the policy, conditions, fees, application forms and guidance notes on the Council's website and otherwise take such steps as may be required to introduce the short-term let licensing scheme prior to 1 October 2022;

ND (f) That it be recommended to Council that additional delegations to officers be agreed, as set out at section 7 of the report; and

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

3 **Grant of Late Hours Catering Licences - Personal Appearances**

There were submitted the undernoted applications for grant of Late Hours Catering Licences. The applicants had been asked to appear personally for the first time:-

(a) Applicant: Select Service Partner Limited
Premises: Bird & Signet, 1st Floor Departures Lounge, Glasgow Airport
Activity: Cafe
Operating Hours: Monday to Sunday – 11pm to 5am

Mr Caulfield, on behalf of the applicant, and his Solicitor, Ms McGuire, 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.

(b) Applicant: Select Service Partner Limited
Premises: The Spinning Jenny, Arrivals Lounge, Glasgow Airport
Activity: Cafe
Operating Hours: Monday to Sunday – 11pm to 5am

Mr Hendrie, on behalf of the applicant, and his Solicitor, Ms McGuire, 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.

4 **Renewal of Street Trader's Licence**

There was submitted the undernoted application for renewal of a Street Trader's Licence:-

Applicant: Elizabeth Donaldson
Authorised Goods: hot and cold food and beverages, milk and confectionery
Locations: Watt Road, Hillington; Huntley Road, Hillington and Maxwell Street, Paisley
Operating Hours: Hillington – Monday to Friday – 6am to 2pm Paisley – Monday to Sunday – 9pm to 4am
Licence. No.: ST547

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.

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

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

(a) Applicant: Gordon Ritchie

Variation: exception to policy and standard condition 1

Licence No.: PH1620

Mr Ritchie, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Ritchie's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Ritchie to continue to operate his present vehicle, registration number NU15 VHB for a period of one year from 22 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 1 September 2022. This was agreed unanimously.

DECIDED: That Mr Ritchie's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Ritchie to continue to operate his present vehicle, registration number NU15 VHB, for a period of one year from 22 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 1 September 2022.

(b) Applicant: William Rooney

Variation: exception to policy and standard condition 1

Licence No.: PH0780

There was no appearance by or on behalf of Mr Rooney, the applicant. The Convener proposed that the application be considered in Mr Rooney's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Rooney's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Rooney to continue to operate his present vehicle, registration number SG15 TUW for a period of one year from 5 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED: That Mr Rooney's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Rooney to continue to operate his present vehicle, registration number SG15 TUW, for a period of one year from 5 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

(c) Applicant: Thomas McNeil

Variation: exception to policy and standard condition 1

Licence No.: PH0705

Mr McNeil, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr McNeil's application for variation be granted and that standard condition 1 of his licence be amended to enable

Mr McNeil to continue to operate his present vehicle, registration number YX14 UHV for a period of one year from 7 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED: That Mr McNeil's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr McNeil to continue to operate his present vehicle, registration number YX14 UHV, for a period of one year from 7 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

(d) Applicant: Iain Jack

Variation: exception to policy and standard condition 1

Licence No.: PH1533

Mr Jack, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Jack's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Jack to continue to operate his present vehicle, registration number SH15 NMU for a period of one year from 28 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED: That Mr Jack's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Jack to continue to operate his present vehicle, registration number SH15 NMU, for a period of one year from 28 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

(e) Applicant: Margaret McGarrell

Variation: exception to policy and standard condition 1

Licence No.: PH1074

There was no appearance by Ms McGarrell, the applicant, who had previously indicated that she wished her application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Ms McGarrell's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms McGarrell to continue to operate her present vehicle, registration number YP15 XLZ for a period of one year from 27 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 1 September 2022. This was agreed unanimously.

DECIDED: That Ms McGarrell's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms McGarrell to continue to operate her present vehicle, registration number YP15 XLZ for a period of one year from 27 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 1 September 2022.

Adjournment

The meeting adjourned at 11.00 am and reconvened at 11.10 am.

(f) Applicant: Syed Azhar Islam Shah
 Variation: exception to policy and standard condition 1
 Licence No.: PH1573

Mr Shah, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Shah's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Shah to continue to operate his present vehicle, registration number FP15 VWH for a period of eighteen months from 1 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED: That Mr Shah's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Shah to continue to operate his present vehicle, registration number FP15 VWH for a period of eighteen months from 1 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

(g) Applicant: MD Kafil Uddin Mahmud
 Variation: exception to policy and standard condition 1
 Licence No.: PH1600

There was no appearance by or on behalf of Mr Mahmud, the applicant. The Convener proposed that the application be considered in Mr Mahmud's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Mahmud's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Mahmud to continue to operate his present vehicle, registration number ML15 EKM for a period of one year from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED: That Mr Mahmud's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Mahmud to continue to operate his present vehicle, registration number ML15 EKM for a period of one year from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

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

6 Variation of Private Hire Car Operators' Licences and Renewal of Private Hire Car Operators' Licences – Personal Appearances

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

(a) Applicant: Lorraine Wood

Variation: exception to policy and standard condition 1

Licence No.: PH0891

Ms Wood, the applicant, joined the meeting by telephone call. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. Ms Wood also agreed to this. After consideration of all matters before the Board, the Convener proposed (i) that Ms Wood's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Wood to continue to operate her present vehicle, registration number FG14 JPJ for a period of one year from 30 April 2022, subject to the vehicle being tested at three-monthly intervals; and (ii) that Ms Wood's application for renewal of her Private Hire Car Operator's Licence be granted for a period of two years. This was agreed unanimously.

DECIDED:

(i) That Ms Wood's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Wood to continue to operate her present vehicle, registration number FG14 JPJ for a period of one year from 30 April 2022, subject to the vehicle being tested at three-monthly intervals; and

(ii) That Ms Wood's application for renewal of her Private Hire Car Operator's Licence be granted for a period of two years.

(b) Applicant: Gul Saeed Khattak

Variation: exception to policy and standard condition 1

Licence No.: PH0765

Mr Khattak, the applicant, joined the meeting by video call. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. Mr Khattak also agreed to this. After consideration of all matters before the Board, the Convener proposed (i) that Mr Khattak's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Khattak to continue to operate his present vehicle, registration number GM15 EZR for a period of one year from 26 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022; and (ii) that Mr Khattak's application for renewal of his Private Hire Car Operator's Licence be granted for a period of two years. This was agreed unanimously.

DECIDED:

(i) That Mr Khattak's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Khattak to continue to operate his present vehicle, registration number GM15 EZR for a period of one year from 26 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022; and

(ii) That Mr Khattak's application for renewal of his Private Hire Car Operator's Licence be granted for a period of two years.

7 Variation of Taxi Operators' Licences – Personal Appearances

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

(a) Applicant: Jason Clark

Variation: exception to policy and standard condition 2

Licence Nos.: TX073 and TX125

Mr Clark, the applicant, joined the meeting by telephone call. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. Mr Clark also agreed to this. After consideration of all matters before the Board, the Convener proposed (i) that Mr Clark's application for variation of TX073 be granted and that standard condition 22 of his licence be amended to enable Mr Clark to continue to operate his present vehicle, registration number SF14 BGZ for a period of one year from 29 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022; and (ii) that Mr Clark's application for variation of TX125 be granted and that standard condition 22 of his licence be amended to enable Mr Clark to continue to operate his present vehicle, registration number SF14 DAA for a period of one year from 1 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022. This was agreed unanimously.

DECIDED:

(i) That Mr Clark's application for variation of TX073 be granted and that standard condition 22 of his licence be amended to enable Mr Clark to continue to operate his present vehicle, registration number SF14 BGZ for a period of one year from 29 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022; and

(ii) That Mr Clark's application for variation of TX125 be granted and that standard condition 22 of his licence be amended to enable Mr Clark to continue to operate his present vehicle, registration number SF14 DAA for a period of one year from 1 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 1 September 2022.

(b) Applicant: William Mottram

Variation: exception to policy and standard condition 2

Licence No.: TX176

Mr Mottram, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Mottram's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mottram to continue to operate his present vehicle, registration number SH13 GXB for a period of one year from 22 May 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Mottram's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mottram to continue to operate his

present vehicle, registration number SH13 GXB for a period of one year from 22 May 2022, subject to the vehicle being tested at three-monthly intervals.

(c) Applicant: David Robertson

Variation: exception to policy and standard condition 1

Licence No.: TX002

There was no appearance by Mr Robertson, the applicant, who had previously indicated that he wished his application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Robertson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Robertson to continue to operate his present vehicle, registration number DV13 RRZ for a period of one year from 1 May 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Robertson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Robertson to continue to operate his present vehicle, registration number DV13 RRZ for a period of one year from 1 May 2022, subject to the vehicle being tested at three-monthly intervals.

Sederunt

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

8 Surrender and Re-issue of Taxi Operator's Licence

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

Present Operator: Thomas Baggle

Proposed Operator: Jalil Iqbal

Licence No.: TX030

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

DECIDED: That the application be granted.

Adjournment

The meeting adjourned at 12.10 pm and reconvened at 1.30 pm.

Sederunt

Councillor Mullin was not in attendance when the meeting reconvened.

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.

9 Surrender and Re-issue of Taxi Operator's Licence

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

Present Operator: Hugh Anderson
Proposed Operator: Brian Paton
Licence No.: TX006

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

DECIDED: That the application be granted.

10 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:-

MD Kafi Uddin Mahmud PH1600

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

DECIDED: That it be noted that this application had been granted under delegated authority for a period of two years.

11 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:-

Mashooq Zazai

Mr Zazai, 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.

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

There were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to application (e) and representations to applications (c) and (d):-

(a) Obaid Amiri

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

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

(b) Mahabubul Hoque

There was no appearance by or on behalf of Mr Hoque. The Convener proposed that the application be considered in Mr Hoque's absence. This was agreed unanimously. 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) Shohel Miah

Mr Miah, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined 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.

(d) Lennyederson De Jesus Barbosa

Mr Barbosa, the applicant, and his son joined the meeting by video call together with Sergeant Moore-McGrath, who also joined 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.

(e) Hafiz Saleem

Mr Saleem, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined by video call, on behalf of the Chief Constable who had

submitted an objection to the application. Due to the technical issues experienced by Mr Saleem, 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.

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

There was submitted the undernoted application for renewal of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to the application:-

Mohsin Shabbir Kiani

The Assistant Managing Solicitor (Licensing) advised that the applicant had withdrawn this application.

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

14 **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 and a further letter, both received outwith the statutory timescale to the application:-

Kristopher McGlinchey

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

On hearing the reasons for the lateness of the objection, it was decided that the objection would be taken into account when the application was being considered.

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

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

DECIDED: That the application be refused.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 08 September 2022	10:00	Teams - virtual meeting,

Present: Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, 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 Sam Mullin, Councillor Iain Nicolson, Councillor John Shaw

In Attendance

A MacArthur, Director of Finance & Resources; C McCourt, Head of Finance & Business Services; L McIntyre, Head of Policy & Commissioning; L Adamson, Communications & Public Affairs Manager; D McLavin, Communications Officer, B Lambert, Corporate Procurement Manager; G Beattie, Strategic Commercial Category Manager; R Davison, Senior Procurement Specialist, A Donaldson, Strategic Commercial Category Manager; L Fingland, Service Planning & Policy Development Manager; S Gibb, Procurement Operations Manager, L Gillan, Strategic Commercial Category Manager; R Park, Category Manager, S McLean, Procurement Assistant (all Chief Executive's); C Dalrymple, Communities and Regulatory Manager (Communities & Housing Services) G Hutton, Head of Operations & Infrastructure; G Hannah, Infrastructure, Transportation & Change Manager, (both Environment and Infrastructure); M Conaghan, Head of Corporate Governance; P Murray, Head of ICT; M Boyd, Head of People & OD; J Lynch, Head of Property Services; E Shields, Business Services Manager; A Black, Managing Solicitor DPO, G Dickie, Partnering & Commissioning Manager; D Pole and J Whitehead, End User Technicians, R Devine, C MacDonald and P Shiach, Senior Committee Services Officers; and D Cunningham and K O'Neill, Assistant Committee Services Officers (all Finance & Resources).

Chair

Councillor Shaw, Convener, presided.

Webcasting of Meeting

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

Transparency Statement

Councillor Davidson indicated that she had a connection to item 4 - Revenue and Capital Budget Monitoring – Council Overview relative to residential foster care placements by reason that she was a foster carer with Kibble’s intensive fostering services. However she indicated that she had applied the objective test and did not consider that she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Investment Review Board

There was submitted the Minute of the meeting of the Investment Review Board held on 21 June 2022.

DECIDED: That the Minute which forms appendix 1 to this 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 31 August 2022.

DECIDED: That the Minute which forms appendix 2 to this Minute, be noted.

3 Revenue and Capital Budget Monitoring Report

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to the projected revenue and capital outturns as at 31 March 2023 as detailed in tables 1 and 2 respectively in the report.

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 be noted.

4 Revenue and Capital Budget Monitoring – Council Overview

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to an overview of Council projected outturn revenue and capital expenditure for the period to 31 March 2023 as detailed in Tables 1 and 2 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 this point in time, and the substantial risk to this position as outlined in section 3 of the report be noted; and

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

5 **Customer & Business Services Accounts for Write Off**

There was submitted a report by the Director of Finance & Resources relative to a proposed write-off of Council Tax, Housing Benefits overpayments and Non-Domestic Rates accounts for sums over £10,000 where recovery was no longer viable. The value of the debt written off was £1,535,561.41.

DECIDED: That the sum of £1,535,561.41 as detailed in the report, be written off.

6 **Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance across key Business Services functions including revenue collection and benefit administration for the period ending 28 July 2022. The report included an update on the funding and expenditure position in relation to Discretionary Housing Payments (DHP) and the Scottish Welfare Fund.

DECIDED: That the report be noted.

7 **Customer Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance across key Customer Services functions including Call Centre, Face-to-Face and Digital Support for customers for July 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.

8 **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) as delivered by Environment & Infrastructure since the last meeting of this Policy Board.

DECIDED: That the operational performance update be approved.

9 Civic Hospitality

There was submitted a report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from organisations for specific events as detailed below: -

- (a) Renfrew Community Council – 100th year anniversary of the Renfrew War Memorial - £1500;
- (b) West of Scotland Branch of the Argyll and Sutherland Remembrance Highlanders Regiment Association - Headstone unveiling - £400;
- (c) 102 Field Squadron – Queens Diamond Jubilee Medal Presentation and Open Day - £1000;
- (d) Rainbow Turtle – 20th Anniversary - £750;
- (e) Mayor of Fürth – Twin Town visit to Renfrewshire - £400;
- (f) Paisley & District Battalion Boys Brigade – Queen’s Badge and Duke of Edinburgh Award - £ 1500;
- (g) Renfrewshire Health & Social Care Partnership (RHCP) – Reception to welcome and accompany Recovery Walk to Paisley - £2000;
- (h) Erskine Hospital – Table at the Erskine Military Jubilee Ball - £800; and
- (i) Rotary Club of Paisley – 40th Anniversary - £420

DECIDED:

- (a) That it be agreed that hospitality be provided as detailed in the report for Paisley and District Battalion of the Boys Brigade, Renfrewshire Health and Social Care Partnership and the Rotary Club Callants;
- (b) That the Board agree to take a table at Erskine Hospital’s charity event;
- (c) That it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements;
- (d) That the action taken in respect of the civic reception for Renfrew Community Council be homologated; and
- (e) That the action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the civic reception for the West of Scotland Branch of the Argyll & Sutherland Highlanders, 102 Field Squadron, the Mayoral visit by Fürth and Rainbow Turtle, be noted.

10 **Data Protection Policy**

There was submitted a report by the Director of Finance & Resources relative to a routine review of the Council's Data Protection Policy.

The report indicated that the proposed revisions were minor and mainly consisted of explicit reference to "UK GDPR" which came into effect on 1 January 2021 and set out the key principles, rights and obligations for most data processing of personal data in the UK. The revisions were detailed in the appendix to the report.

The report indicated that the Data Protection and Digital Information Bill had recently been introduced into Parliament and was anticipated to be heavily debated and amended as it progressed through Parliament. The policy would be updated as and when the Bill became law.

DECIDED: That the revised Data Protection Policy, which formed the appendix to the report be approved, and that it be agreed that this continued to be revised on a two-yearly basis.

11 **Public Holidays for Renfrewshire Council Employees 2023**

There was submitted a report by the Director of Finance & Resources relative to public holidays and one day of no work requirement for Renfrewshire Council employees in 2023. The proposed holidays followed the pattern set over previous years and were listed in an appendix to the report.

DECIDED: That the public holidays and day of no work requirement for Renfrewshire Council employees for 2023, as detailed in the report, be approved.

12 **Notification of the award of the Contract for Pre Patching in Advance of Surface Dressing (RC-CPU-22-054) under delegated authority granted to the Strategic Commercial and Procurement Manager**

There was submitted a joint report by the Chief Executive and Director of Environment & Infrastructure relative to the award of a contract for Pre Patching in advance of Surface Dressing, reference RC-CPU-22-054 to Finco Contracts Limited. The contract had been authorised for award under delegated authority granted to the Strategic Commercial and Procurement Manager by the Finance, Resources & Customer Services Board on 2 February 2022 for the Framework Contract for Roads Related Maintenance Works.

DECIDED:

(a) That it be noted that the detail in section 3 of the report detailed the Package Order for Pre Patching in Advance of Surface Dressing, reference RC-CPU-22-054, approved for award to Finco Contracts Limited under delegated authority granted to the Strategic Commercial and Procurement Manager by the Finance, Resources and Customer Services Policy Board on 2 February 2022 for the Framework Contract for Roads Related Maintenance Works, reference RC-CPU-20-172;

(b) That it be noted that the starting date was 8 August 2022 and the completion date was 30 October 2022, and that these dates were confirmed in the Council's Letter of Acceptance; and

(c) That it be noted that the total of the prices was £266,057.99 excluding VAT.

13 **Contract Award: Upgrading of Artificial Pitches – Gryffe High School and Johnstone Community Sports Hub**

There was submitted a joint report by the Chief Executive and the Director of Finance and resources relative to the award of a Works Contract for Upgrading of Artificial Pitches – Gryffe High School and Johnstone Community Sports Hub, (RC-CPU-22-063) to Tony Patterson Sportsgrounds Ltd.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for the Upgrading of Artificial Pitches – Gryffe High School and Johnstone Community Sports Hub, (RC-CPU-22-063) to Tony Patterson Sportsgrounds Ltd.

(b) That the Tendered Contract Sum of £546,801.25 excluding VAT and an additional 10% contingency for any unforeseen works be authorised; and

(c) That it be noted that the date for commencement of the works was 3 October 2022 and the date for completion of the works was 25 November 2022. Any changes to these dates would be confirmed in the Council's Letter of Acceptance.

14 **Notification of Correction to Report - Paisley Grammar School Community Campus – Multi Disciplinary Design Team**

Under reference to item 11 of the Minute of the meeting of this Board held on 30 March 2022, there was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the notification to the Board of an error in the recommended fee for award in the recently approved Contract Authorisation Report for award of the Paisley Grammar School Community Campus – Multi Disciplinary Design Team (RC-CPU-21-153).

DECIDED:

(a) That it be noted that Recommendation 2.1 (b) in the Report submitted for approval to the Finance, Resources and Customer Services Policy Board on 30 March 2022 contained an error as follows:

The fee was stated as £2,827,228.00 excluding VAT for this Contract including the authorisation of a 25% contingency to be added to cover for unforeseen circumstances;

This recommendation should have read:

Authorise the Fee of £2,898,139.69 excluding VAT for this Contract including the authorisation of a 25% contingency to be added to cover for unforeseen circumstances;

(b) That it be noted that the error was in the Board report only, the actual award was made in the correct amount; and

(c) That it be noted that the error did not impact upon the final score or the recommendation to award the contract to Ryder Architecture Limited.

15 **Provision of Council Wifi Services**

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 The Provision of Council Wi-fi Services.

The report advised that a Contract Strategy for the Council's Framework for Connectivity as a Service (RC-CPU-19-272) was authorised by the Head of ICT and the Strategic Commercial and Procurement Manager on 10 December 2020. The Provision of Council Wi-fi Services was identified as a relevant contract for replacement using this Framework.

DECIDED:

(a) That the award a Call-off Contract for the Provision of Council Wi-fi Services to Commsworld Limited subject to conclusion of the Call-off Ordering Procedure under the Renfrewshire Council single supplier Framework Agreement for the Provision of Connectivity as a Service (RC-CPU-19-272) be approved;

(b) That the award of the Call-off Contract for a maximum period of 20.54 years from 20 September 2022 until no later than 31 March 2043 be approved. Should the contract not start on 20 September 2022, the Call-Off Start Date would be defined in the Order Form. The Contract would have two review points, one at year 7 and the other at year 14, to allow the technology to be reviewed for ongoing alignment to business need; and

(c) That the award the Call-off Contract for a maximum Contract Value of £22,377,750 excluding VAT where the break points are not utilised, and the contract period reaches 20.54 years be approved. If the contract break ended the Call-Off Contract in year 8, the Contract Value would be £7,516,664 excluding VAT and if the contract break ended the Call-Off Contract in year 15, the Contract Value would be £15,196,175 excluding VAT.

16 Contract for Paisley to Renfrew Active Travel Route RC-CPU-20-146 – Notification of Increase in Costs

Under reference to item 16 of the Minute of the meeting of this Board held on 31 March 2021 there was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to notification of an increase in cost to the Contract for the Paisley to Renfrew Active Travel Route due to a change to the scope of the Contract.

The report advised that a report to the Finance, Resources and Customer Services Policy Board of 31 March 2021 confirmed the award of the contract for Paisley to Renfrew Active Travel Route under exemption 9.1(j) of Council Standing Orders relating to Contracts due to the grant funding timelines. The Contract was later authorised for award to JH Civil Engineering Limited by the Head of Economy and Development on 23 November 2021 and the final outcome reported to a special meeting of the Finance, Resources and Customer Services Policy Board on 10 December 2021. The approved total of the prices under the contract was £942,911.21 and the contract had a revised starting date of 31 January 2022 with a completion date of 21 December 2022.

DECIDED:

- (a) That it be noted that the report was made in accordance with Standing Order relating to Contracts 20.3 due to the increased value of the Contract which was in excess of the £100,000 or a further 25% of the awarded contract value;
- (b) That it be noted that agreement to vary the Contract had been reached between the Director of Environment & Infrastructure, the Director of Finance & Resources, the Head of Corporate Governance and the Head of Policy & Commissioning in accordance with the standing orders relating to Contracts 34.4;
- (c) That as a result of the changes to the scope of works, an increase in the price from the original approved total of £942,911.21 (excluding VAT) to a revised total of £1,700,911.21 (excluding VAT); be approved;
- (d) That the revised Contract end date of 27 February 2023 be noted; and
- (e) That it be noted that the variation to the original contract had been negotiated and agreed with the Contractor and the contract revised in accordance with Standing Orders relating to Contracts 34.4 and 34.5.

Minute of Meeting

Investment Review Board

Date	Time	Venue
Tuesday, 21 June 2022	09:30	Teams Meeting,

Present: Councillor Alison Ann-Dowling, Councillor Iain Nicolson, Councillor John Shaw

In Attendance

A MacArthur, Director of Finance & Resources; C McCourt, Head of Finance & Business Services; R Conway, Finance Manager; G Boreland, Principal Accountant, Capital Accounting R Devine and P Shiach, both Senior Committee Services Officers (all Finance & Resources).

Also in Attendance

K Kapitan, Investment Consultant 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 the Policy Board would be recorded and that the recording would be available to watch on the Council's website.

Apologies

Councillors J Cameron and McGonigle.

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 17 November 2021.

DECIDED: That the Minute be approved.

2 **Investment Review Overview**

There was submitted a presentation by the Head of Finance & Business Services relative to the operation of the Investment Review Board and the management of the Common Good Funds.

The presentation provided information on the frequency of Board meetings; details of the three funds, namely Renfrew, Paisley and Johnstone Common Good funds; investment principles; the investment manager and investment adviser; and governance and reporting.

The Head of Finance & Business Services was then heard in answer to questions from members on the content of the presentation.

DECIDED: That the presentation be noted.

3 **Information Session**

There was submitted a presentation and briefing by K Kapitan, Hymans Robertson LLP, regarding the Renfrewshire investment portfolios and the current economic situation.

Mr Kapitan made reference to themes for 2020 and 2021; the ongoing pandemic and resultant market volatility. The four main themes identified were soaring inflation; the conflict in Ukraine; hawkish banking policy; and the ongoing pandemic.

He indicated that inflation had increased dramatically, with a rate of 9% in April 2022 expected to rise to 11% or 12% before the end of 2022. This rise in inflation was reflected in similar rises in Europe and the United States of America. Rising oil and gas prices had continued to rise in 2022, partially as a result of the conflict in Ukraine together with commodities including wheat, aluminium and copper from those markets.

In terms of market returns, the presentation highlighted a comparison between 2021 and 2022 on the key asset classes broken down by category. In the UK, the energy markets had been more resilient as a result in the rise in oil and gas.

The presentation also referred to UK inflation by item breakdown referring to a “basket of goods” used to monitor rises in inflation. In August 2021 inflation had been approximately 3.2% In April 2021, with 23% of the items in the basket above the inflation rate. By April this had risen to 63% of items.

K Kapital provided information on central bank policy; bond markets, which had had one of the worst starts to the year in decades; credit markets; and equity markets including value and growth stocks.

DECIDED: That the presentation be noted.

4 **Paisley and Renfrew Common Good Funds and 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 31 March 2022; the market background; valuation and performance of the funds; a commentary on the performance of the funds including concerns over central bank tightening and exposure to bonds; performance against targets; asset allocation; and an explanation of performance calculations detailed in appendix 4 to the presentation.

DECIDED: That the report and presentations be noted.

5 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the Investment Review Board was scheduled for Wednesday 16 November 2022 at 11.00 am

Minute of Meeting

Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 31 August 2022	15:00	Council Chambers/Hybrid Meeting,

Present: Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

Representing Trade Unions

John Boylan, Margaret McIntyre and Morag McGuire (all UNISON); Kirsten Muat (GMB); and Gordon Cochrane (UNITE).

In Attendance

D Kerr, Service Co-ordination Manager (Environment & Infrastructure); and M Boyd, Head of HR & OD, 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).

Recording of Meeting

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

Apologies

L Kilicaslan, Senior Manager for CAH Services, Renfrewshire Health and Social Care Partnership; L Cameron (UNISON).

Transparency Statement

Councillor Mullin indicated that he had a connection to items 4, 5 and 6 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 Gilmour indicated that he had a connection to items 4, 5 and 6 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.

Councillor Hughes indicated that she had a connection to items 4, 5 and 6 of the agenda as she was a member of the Unite 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.

1 Appointment of Chair Person

It was proposed and agreed that Councillor Doig chair the meeting.

DECIDED: That Councillor Doig chair the meeting.

2 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 JCB (Non-Teaching) on 30 March 2022.

The report advised that a risk-based review of all policies and guidance documents was under way, it would prioritise a refresh of the documents in line with statutory compliance as well as business needs.

The report intimated that the Corporate Health and Safety Committee met on 16 June 2022. The Committee members had consulted on wellbeing and Display Screen Equipment issues as well as discussing other issues including service's annual reports.

Online training had been undertaken on a case-by-case basis as well as Toolbox Talks on-site, this included fire safety and accident investigation.

The revised sleeping risk fire risk assessment had been adopted by the Health & Social Care Partnership and Children's Services for their respective properties. Strathclyde Fire and Rescue had been involved in the process.

The Health and Safety team continued to produce health and wellbeing guidance and

campaigns to support the workforce. Further discussions were ongoing as how best to provide information, guidance, and support to staff. A significant focus had been on working with OneRen on their forthcoming well-being day.

There had been support for Building Services and Housing colleagues with needlestick injury training. This had been linked to the review of the Council's blood borne virus risk assessment documentation.

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 contractor's and supplier's health and safety documentation when applying for contracts, respond to Freedom of Information requests and insurance claims, produce health and wellbeing guidance to support the workforce, and review all injury accidents occurring within the Council activity.

DECIDED: That the report be noted.

3 **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 nine grievances as at August 2022, which was an increase of two cases since May 2022.

DECIDED: That the report be noted

4 **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 of July 2022 and detailed the capacity and services in which they were engaged.

The report advised that as of July 2022, there were 57 Agency Workers employed across all services and 92 Agency Workers employed across Renfrewshire Health and Social Care Partnership and this was a reduction of 15 workers since May 2022.

DECIDED: That the report be noted

5 **Date of Next Meeting**

DECIDED: That it be noted that the date of the next meeting of the JCB (Non-Teaching) was scheduled to be held at 3pm on 9 November 2022.

Minute of Meeting

Cross Party Sounding Board

Date	Time	Venue
Thursday, 08 September 2022	13:00	Remotely by Microsoft Teams,

Present: Councillor Jacqueline Cameron, Councillor Andy Doig, Councillor Anne Hannigan, Councillor James MacLaren, Councillor Iain McMillan, Councillor Iain Nicolson

Chair

Councillor Nicolson, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Economy & Development Services, L Adamson, Communications & Public Affairs Manager, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager and P Moss, Strategy, Policy and Insight Manager (all Chief Executive's); and D Low, Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, C MacDonald, Senior Committee Services Officer, D Pole and J Whitehead, both End User Technicians and D Cunningham and J Barron, both Assistant Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 **Development of new Council Plan and refreshed Community Plan**

There was submitted a report by the Chief Executive relative to the development of a new Council Plan and refreshed Community Plan for Renfrewshire.

The report intimated that both plans had been developed through an extensive programme of research and engagement. A presentation, a copy of which was appended to the report, summarised the work that had been undertaken to date to develop the plans and provided an overview of the key outcomes and priority actions which had been identified for each Plan.

The report advised that the Council Plan was a key strategic document which set out what the Council aimed to achieve over a period of time. In terms of the Community Empowerment Act the Council and its partners were required to produce a 10-year Local Outcomes Improvement Plan Community Plan, locally referred to as the Community Plan. The report requested Members of this Board consider potential priorities and activities to be reflected in the two plans.

DECIDED:

(a) That the progress made in developing the new Council Plan and refreshed Community Plan over the summer period be noted;

(b) That the potential priorities and activities set out in the report and to be reflected within the Council Plan and Community Plan be approved; and

(c) That it be noted that both plans would be submitted to Council for approval on 29 September 2012.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 14 September 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Gillian Graham, Councillor Neill Graham, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities & Housing Services; G McNeill, 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, L Adamson, Communications & Public Affairs Manager and A Armstrong-Walter, Strategic Partnership and Inequalities Manager (all Chief Executive's); M Boyd, Head of People and Organisational Development, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, D Low, Democratic Services Manager, D Pole, End User Technician, C MacDonald, Senior Committee Services Officer and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources); C O'Bryne, Head of Health and Social Care (Paisley) (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive and J Doherty, Strategic Communications and Public Affairs Manager (both OneRen).

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.

Her Majesty Queen Elizabeth II

A minute's silence was held as a mark of respect following the recent death of Her Majesty Queen Elizabeth II.

Motion for Adjournment

Councillor N Graham, seconded by Councillor Leishman, moved, in terms of Standing Order 38, that the meeting be adjourned.

On the roll being called, the following members voted that the meeting be adjourned: Councillors N Graham and Leishman.

The following members voted that the meeting not be adjourned: Councillors Ann-Dowling, J Cameron, Campbell, Clark, G Graham, Hannigan, McGurk, McMillan, Nicolson, Paterson, Rodden, Shaw and Steel.

2 members having voted that the meeting be adjourned and 13 members having voted that the meeting not be adjourned, the meeting was not adjourned.

Sederunt

Councillors N Graham and Leishman left the meeting prior to the following item of business.

Declarations of Interest

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

Transparency Statements

Councillor Ann-Dowling indicated that she had a connection to item 3 – Fairer Renfrewshire Update - by reason of her employment with the Citizens Advice Bureau, a group which was recommended for funding in the report. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Paterson indicated that he had a connection to item 3 – Fairer Renfrewshire Update - by reason of him being appointed by the Council as a representative to the Citizens Advice Bureau, a group which was recommended for funding in the report. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Campbell indicated that she had a connection to item 4 – Adult Social Care: Annual Report 2021/22 - by reason of her being an employee of NHS Greater Glasgow & Clyde, but not in this Council area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 **Revenue and Capital Budget Monitoring Report**

There was submitted a joint report by the Chief Executive, Director of Finance & Resources and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the projected revenue and capital outturn position as at 24 June 2022 across all services reporting to this Board.

The revenue budget monitoring report identified a projected annual underspend of £1.798 million and the capital budget monitoring report indicated a breakeven position against the revised budget for the year.

DECIDED:

(a) That the projected revenue outturn position as 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 at sections 4 and 6 of the report be noted.

2 **Fairer Renfrewshire Sub-committee**

There was submitted the Minute of the meeting of the Fairer Renfrewshire Sub-committee held on 16 August 2022.

DECIDED: That the Minute, as appended hereto, be approved.

3 **Fairer Renfrewshire Update**

There was submitted a report by the Chief Executive relative to the Fairer Renfrewshire programme.

The report intimated that the Council and its partners had worked collectively for many years to tackle the inequalities that existed across Renfrewshire's communities, through targeted programmes of work such as the local Tackling Poverty Programme and the Alcohol and Drugs Commission. The pandemic had however exacerbated the

inequalities that local residents faced, with disproportionate impacts being experienced in terms of issues such as income, health and wellbeing.

The report highlighted that all activities previously under these programmes had now come together to form the Fairer Renfrewshire Programme which would also extend to include further actions and initiatives to support local residents, especially with regards to the cost-of-living crisis.

The report outlined funding and support allocated since March 2022; emerging opportunities and developments to enhance support, including the winter clothing grant; the school support service; extension of the financial insecurity winter payment; the establishment of warm spaces; and the community food fund.

The report referred to the establishment of the Fairer Renfrewshire Sub-committee and indicated that a cross-service officer group would be established to explore the issues raised by the sub-committee as well as identifying opportunities on an ongoing basis to support the response to the cost-of-living crisis.

DECIDED:

- (a) That the content of the report and the funding that had been allocated to support individual households and residents in Renfrewshire impacted by financial insecurity and the emerging cost of living crisis be noted;
- (b) That the allocation of £300,000 from the Fairer Renfrewshire programme be approved to deliver an additional £50 winter clothing payment per child currently in receipt of a school clothing grant be approved;
- (c) That funding of £100,000 to Renfrewshire Citizens Advice Bureau be approved for a school advice pilot in Renfrewshire secondary schools, as detailed in section 5 of the report;
- (d) That arrangements for the extension of the financial insecurity winter payment be approved to support families and individuals in Renfrewshire who are struggling with low incomes, as detailed in section 5 of the report;
- (e) That plans be agreed to develop a winter connections programme in Renfrewshire, and the allocation of £50,000 be approved to support the provision of welcoming and warm spaces across communities, with a focus on promoting wellbeing, reducing isolation and making sure people have access to advice and support;
- (f) That the allocation of £44,970 of the community food fund be approved, as detailed in section 6 and Appendix 1 of the report;
- (g) That the allocation of £14,279 from the recovery change fund be approved to support the initiatives detailed in section 7 and Appendix 2 of the report; and
- (f) That the arrangements for progressing the next round of the recovery change fund be approved as detailed in section 7 of the report.

4 **Adult Social Care: Annual Report 2021/22**

There was submitted a report by the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the Adult Social Care Annual Report 2021/22.

The report set out the list of functions that must be delegated by the Local Authority to the IJB as set out in the Public Bodies (Joint Working) (Prescribed Local Authority Functions, etc) (Scotland) Regulations 2014, and as noted in Annex 2, part 1 of Renfrewshire's Integration Scheme. Whilst regular reporting in relation to these services was provided to the Integration Joint Board, it was previously agreed that regular updates would also be presented to the Leadership Board. This ensured oversight of the key activities and wider context relating to the delivery of these services.

The report, together with a scorecard, provided an overview of activity and performance using the most up to date information available.

DECIDED:

(a) That the contents of the report updating activity and performance of adult social work services delegated to the Integration Joint Board be noted; and

(b) That it be noted that the six-monthly update report would be presented to the Leadership Board in January 2023.

5 **Update on Ukrainian Resettlement and Asylum Dispersal**

Under reference to item 5 of the Minute of the meeting of this Board held on 22 June 2022, there was submitted a report by the Chief Executive providing an update on the Ukrainian Resettlement and Asylum Dispersal programme.

The report provided an update on the local response to the humanitarian crisis in Ukraine with a focus on the work undertaken to welcome and support the resettlement of Ukrainian nationals across Renfrewshire communities, outlined the work carried out by the Welcome Hub at Glasgow Airport which represented an area of significant activity for the Council which was likely to be required into 2023; highlighted the achievements to date in managing the Welcome Hub; and gave an overview of the positive and proactive role that Renfrewshire Council had taken in meeting the needs of those seeking asylum and refuge and the positive and generous response that had been shown by the people and communities of Renfrewshire to the families and individuals who have sought safety here.

The report noted that with the anticipated growth in the number of displaced people who were forecast to arrive in Scotland, Local Authorities had been asked to identify accommodation to support the resettlement of those fleeing the war in Ukraine, and proposals to support this were outlined in report. An update on the Asylum Dispersal programme was provided detailing that the UK Government was moving to a system of full asylum dispersal across Scotland and the implications this had for Renfrewshire Council.

The report proposed that given the level of uncertainty that currently existed in terms of the arrival of displaced Ukrainian nationals, and the requirement of the local authority to respond at pace to any requests for support, that the Chief Executive and Director of Communities & Housing Services be authorised to put in place such arrangements and resources as may be required to support both the operation of the Welcome Hub and the resettlement and support of refugees from Ukraine within Renfrewshire. The report also proposed that the Chief Executive be authorised to put in place the necessary arrangements to ensure a coordinated partnership response to any implications that might arise from the Asylum Dispersal programme.

DECIDED:

- (a) That the report be noted;
- (b) That authority be delegated to the Chief Executive and the Director of Communities & Housing Services to put in place such arrangements and resources as may be required to support the provision of suitable properties for resettlement as detailed in section 5 of the report;
- (c) That the current position in respect of the implementation of a national dispersal programme for asylum dispersal and the associated implications within the local authority area as outlined in section 6 of the report be noted; and
- (d) That the extension of delegated authority to the Chief Executive as detailed in paragraphs 7.1 and 7.2 of the report be approved.

6 **OneRen - Active Schools Funding 2023-2027**

There was submitted a report by the Chief Executive relative to the Renfrewshire Active Schools programme managed by OneRen.

The report intimated that the programme was part funded by sportscotland and by Renfrewshire Council through a partnership agreement. In addition to the funding provision for staffing costs, sportscotland also provided an operational budget of £16,500 allocated across all schools to fund coaches and sports equipment. The report highlighted that sportscotland had agreed in principle to continue to support the Active Schools programme for a further four-year period from 1 April 2023 to 31 March 2027 on the same basis as the current arrangement.

The report set out the performance of the programme during 2021/22 and provided details of the future programme for 2023/27.

DECIDED:

- (a) That the performance of the Active Schools service programme for 2021/22 be noted;
- (b) That the preliminary discussions with sportscotland to develop a new partnership agreement for the Active Schools service for the next four years - 1 April 2023 to 31 March 2027 be noted;
- (c) That the Council commit to the acceptance of the indicative offer of £1,616,928 for

the continuation of the 13.2 full time equivalent Active Schools team and the Community Sports Hub role;

(d) That it be noted that sportscotland's in principle funding commitment was subject to continued partnership funding from Renfrewshire Council; and

(e) That the partnership funding required from Renfrewshire Council of around £1,409,769, dependent on pay awards, be approved over the four year period 1 April 2023 to 31 March 2027 on the proviso that the dynamic financial environment within which the Council was operating might require services to be adapted in this period.

Minute of Meeting

Fairer Renfrewshire Sub-committee

Date	Time	Venue
Tuesday, 16 August 2022	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Graeme Clark, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

Councillor J Cameron, Convener, presided.

In Attendance

L McIntyre, Head of Policy and Commissioning and A Armstrong Walter, Strategic Partnership and Inequalities Manager (both Chief Executive's); and D Low, Democratic Services Manager, C MacDonald, Senior Committee Services Officer and D Cunningham, Assistant Committee Services Officer.

Apology

Councillor Hannigan.

Declarations of Interest

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

1 **Fairer Renfrewshire Sub-committee - Meeting Arrangements**

There was submitted a report by the Chief Executive relative to the remit, membership and governance arrangements for the Sub-committee.

The report intimated that at its meeting held on 19 May 2022 Council agreed to establish a Sub-committee of the Leadership Board which would consider matters including social renewal, tackling poverty and the cost of living crisis. The initial remit for the Sub-committee was subsequently agreed by Council at its meeting held on 30 June 2022.

The report set out the Sub-committee's membership, agreed schedule of meetings and current meeting arrangements. The report requested that consideration be given to the appointment of a Vice-convenor and also to the potential to webcast meetings of the Sub-committee.

Councillor Nicolson, seconded by Councillor McGurk, moved that Councillor Clark be appointed as Vice-convenor of the Sub-committee. This was agreed.

DECIDED:

- (a) That the remit of the Sub-committee as agreed by Council on 30 June 2022 be noted;
- (b) That Councillor Clark be appointed as Vice-convenor for the Sub-committee; and
- (c) That it be recommended that future meetings of the Sub-committee be webcast.

2 **Income, Poverty and Financial Insecurity: Overview of Current Position**

There was submitted a report by the Chief Executive relative to an overview of key context and evidence around current pressures on household finances, both in terms of household income and expenditure.

The report provided an overview of key drivers of household incomes, including employment trends and recent changes relating to social security benefits. It detailed a number of key messages including: the positive recovery of employment rates in Renfrewshire following the Covid-19 pandemic, with the unemployment rate at an all-time low; recognition that many households in work had low or unpredictable incomes due to insecure employment or faced income pressures due to major life events such as having children, separation or ill-health; incomes were not able to keep pace with rising inflationary pressures meaning that household budgets were squeezed in real terms as the amount people could buy with the money they earned and/or received through social security was limited; and there had been a number of changes to social security benefits at a UK, Scottish and local level.

The report outlined recent evidence around the rising cost of living, and the significant pressure this extra expenditure puts on household finances including current estimates around the rising cost of domestic energy which would mean managing

household finances would become increasingly challenging, within the context of a wide range of inflationary pressure on essentials; the impacts of inflation were felt disproportionately in low income households, who spent a higher proportion of their income on essentials such as groceries and fuel; and where people did not have a financial 'buffer' such as savings, people needed to consider if and how they might be able to increase their income, reduce spending, or seek other means of financial support.

The report provided the latest update on child poverty figures for Renfrewshire, indicating that child poverty rates had fallen to 19.5% in 20/21 from 23.1% in 19/20. An analysis of these statics was included in the report.

DECIDED: That the report be noted.

3 **Overview of Food and Fuel Insecurity - Presentation**

The Strategic Partnership & Inequalities Manager gave a presentation on food and fuel insecurity, a copy of which had been circulated with the agenda.

DECIDED: That the presentation be noted.

Minute of Meeting

Regulatory Functions Board

Date	Time	Venue
Thursday, 15 September 2022	10:00	Remotely by MS teams,

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), R Graham, Senior Solicitor (Litigation & Regulatory Services), E Currie and P Shiach, both Senior Committee Services Officers, D Cunningham and J Barron, both Assistant Committee Services Officers, G McIntosh, Civic Licensing Standards Officer, R McCallum, K Marriott, J Arthur, S Kerr and E Graham all Administrative Assistants and D Pole, End User Technician (all Finance & Resources).

Recording of Meeting

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

Apologies

Councillors Mullin and Rodden.

Declarations of Interest

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

Her Majesty Queen Elizabeth II

A minute's silence was held as a mark of respect following the recent death of Her Majesty Queen Elizabeth II.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 2 (b), (c), (e) and (f) of the agenda before item 2 (a) of the agenda and item 2 (d) of the agenda after item 3 (c) of the agenda.

Sederunt

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

Declaration of Interest

At this point in the meeting, Councillor Montgomery declared an interest in item 4 of the agenda for the reason that he had had contact with tenants of the properties. Councillor Montgomery indicated that as he had declared an interest, he would leave the online meeting during any discussion and voting on the item.

1 Civic Government (Scotland) Act 1982: Electronic Communications

There was submitted a report by the Director of Finance & Resources requesting that the Board make a determination to accept licensing communications, including applications, objections and representations electronically.

The report intimated that the requested determination related to various licences which were applied for and granted under the terms of the Civic Government (Scotland) Act 1982.

The report advised that prior to the national lockdown announced on 23 March 2022, all licensing applications, objections and representations had been made in paper format. Following the closure of Renfrewshire House and a period during which applications for licences were unable to be received, the Council introduced a partially online application process which was operating well and appeared to be able to be used by applicants, with few, if any, issues. The requirement for a physically signed form had meant that there was inevitably a delay between the initial electronic submission, payment and receipt of the signed paper form. In order to modernise the licensing regime, the report suggested that the Board might now wish to determine that such communications permitted by the updated provisions, might now be given by electronic means. A copy of the proposed determination to this effect was appended to the report.

The report requested that the Board agree publication of the determination, appended to the report, and recommend to Council that powers be delegated to officers, in consultation with the Convener, to update the published determination as required.

DECIDED:

(a) That it be agreed that a determination, as appended to the report, be made and that it be published on the Council's licensing web pages with officers instructed to otherwise publicise the determination as they considered appropriate;

ND (b) That the Board recommend to Council that an additional power be delegated to officers, as set out in paragraph 4.2.1 of the report; and

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

2 **Variation of Private Hire Car Operators' Licences - Personal Appearances**

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

(a) Applicant: Gary McCune

Variation: exception to policy and standard condition 1

Licence No.: PH1352

There was no appearance by or on behalf of Mr McCune, the applicant. The Convener proposed that the application be considered in Mr McCune's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr McCune's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr McCune to continue to operate his present vehicle, registration number SH15 VSK for a period of one year from 23 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15 September 2022. This was agreed unanimously.

DECIDED: That Mr McCune's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr McCune to continue to operate his present vehicle, registration number SH15 VSK for a period of one year from 23 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15 September 2022

(b) Applicant: Christopher Conway

Variation: exception to policy and standard condition 1

Licence No.: PH1497

Mr Conway, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Conway's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Conway to continue to operate his present vehicle, registration number CV15 YSM for a period of one year from 11 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15

September 2022. This was agreed unanimously.

DECIDED: That Mr Conway's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Conway to continue to operate his present vehicle, registration number CV15 YSM for a period of one year from 11 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15 September 2022.

(c) Applicant: Paul Connery

Variation: exception to policy and standard condition 1

Licence No.: PH1317

Mr Connery, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Connery's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Connery to continue to operate his present vehicle, registration number SG14 OAH for a period of one year from 20 June 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Connery's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Connery to continue to operate his present vehicle, registration number SG14 OAH for a period of one year from 20 June 2022, subject to the vehicle being tested at three-monthly intervals.

(d) Applicant: Raymond Halbert

Variation: exception to policy and standard condition 1

Licence No.: PH0801

Mr Halbert, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Halbert's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Halbert to continue to operate his present vehicle, registration number KJ15 GHK for a period of one year from 27 July 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15 September 2022. This was agreed unanimously.

DECIDED: That Mr Halbert's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Halbert to continue to operate his present vehicle, registration number KJ15 GHK for a period of one year from 27 July 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 15 September 2022.

(e) Applicant: Lesley Kerins

Variation: exception to policy and standard condition 1

Licence No.: PH0785

There was no appearance by Ms Kerins, the applicant, who had previously indicated that she wished her application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Ms Kerin's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Kerins to continue to operate her present vehicle, registration number GD15 VJG for a period of one year from 1 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022. This was agreed unanimously.

DECIDED: That Ms Kerin's application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Kerins to continue to operate her present vehicle, registration number GD15 VJG for a period of one year from 1 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022.

(f) Applicant: Stuart Crichton

Variation: exception to policy and standard condition 1

Licence No.: PH0893

There was no appearance by Mr Crichton, the applicant, who had previously indicated that he wished his application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Crichton's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Crichton to continue to operate his present vehicle, registration number VE15 GRK for a period of one year from 29 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022. This was agreed unanimously.

DECIDED: That Mr Crichton's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Crichton to continue to operate his present vehicle, registration number VE15 GRK for a period of one year from 29 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022.

(g) Applicant: Stephen Boyd

Variation: exception to policy and standard condition 1

Licence No.: PH1498

There was no appearance by Mr Boyd, the applicant, who had previously indicated that he wished his application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Boyd's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Boyd to continue to operate his present vehicle, registration number SC15 MEV for a period of one year from 29 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022. This was agreed unanimously.

DECIDED: That Mr Boyd's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Boyd to continue to operate his present vehicle, registration number SC15 MEV for a period of one year from 29 June 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of 15 September 2022.

3 **Variation of Taxi Operators' Licences - Personal Appearances**

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

(a) Applicant: Ewan Stevenson

Variation: exception to policy and standard condition 22

Licence No.: TX058

There was no appearance by Mr Stevenson, the applicant, who had previously indicated that he wished his application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to continue to operate his present vehicle, registration number SF13 JVW for a period of one year from 17 June 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to continue to operate his present vehicle, registration number SF13 JVW for a period of one year from 17 June 2022, subject to the vehicle being tested at three-monthly intervals.

(b) Applicant: Mohammed Nasir

Variation: exception to policy and standard condition 22

Licence No.: TX219

There was no appearance by or on behalf of Mr Nasir, the applicant. The Convener proposed that the application be considered in Mr Nasir's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Nasir's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Nasir to continue to operate his present vehicle, registration number MT14 NBL for a period of one year from 23 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 15 September 2022. This was agreed unanimously.

DECIDED: That Mr Nasir's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Nasir to continue to operate his present vehicle, registration number MT14 NBL for a period of one year from 23 May 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 15 September 2022.

(c) Applicant: Malik Ghafar

Variation: exception to policy and standard condition 22

Licence No.: TX141

There was no appearance by Mr Ghafar, the applicant, who had previously indicated that he wished his application to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Ghafar's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Ghafar to continue to operate his present vehicle, registration number SF14 DMV for a period of one year from 6 June 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Ghafar's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Ghafar to continue to operate his present vehicle, registration number SF14 DMV for a period of one year from 6 June 2022, subject to the vehicle being tested at three-monthly intervals.

(d) Applicant: Desmond Watters

Variation: exception to policy and standard condition 22

Licence No.: TX201

Mr Watters, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Watters' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Watters to continue to operate his present vehicle, registration number SF13 MZP for a period of one year from 17 July 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Watters' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Watters to continue to operate his present vehicle, registration number SF13 MZP for a period of one year from 17 July 2022, subject to the vehicle being tested at three-monthly intervals.

EXCLUSION OF PRESS AND PUBLIC

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

Declaration of Interest

Councillor Montgomery having previously declared an interest in the following item, left the meeting and took no part in the discussion or voting thereon.

4 Application of Landlord Registration - Personal Appearance

There was submitted the undernoted application for Landlord Registration. The applicant had been asked to appear personally for the first time together with the Director of Communities & Housing Services, Renfrewshire Council:-

Iain Tennie

Mr Tennie, the applicant, joined the meeting by telephone call together with Mr Hunter, Ms McEwen, Mr Salisbury and Ms Scott, who joined the meeting by video call, on behalf of the Director of Communities & Housing Services, Renfrewshire Council.

Mr Tennie requested that consideration of his application be continued to a future meeting of the Board to allow him further time to consult a legal adviser. The Convener proposed that the meeting be adjourned to allow members to consider this request. This was agreed unanimously. 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.

Valedictory

On behalf of the Board, the Convener expressed thanks and appreciation to Gillian McIntosh, Civic Licensing Standards Officer and Scott Blyth, Fleet Manager, Underwood Road for their years of service as they departed their current roles and wished them well going forward.