

Minute of Meeting Council

Date	Time	Venue
Thursday, 30 September 2021	09:30	Teams Meeting,

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

Chair

Provost L Cameron presided.

In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities & Housing Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications and A Morrison, Head of Economy & Development Services (all Chief Executive's); J Trainer, Head of Childcare & Criminal Justice (Children's Services); C Dalrymple, Communities & Regulatory Manager (Communities & Housing Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw and D Low, both Democratic Services Managers, E Currie and P Shiach, both Senior Committee Services Officers, G Dickie, Partnering & Commissioning Manager, D Pole, A Lowe, B Dalziel and B Kirkpatrick, all End User Technicians (all Finance & Resources); and C O'Byrne, Head of Health & Social Care (Paisley) (Renfrewshire Health & Social Care Partnership); and F Naylor, Head of Finance & Corporate Services (Renfrewshire Leisure Limited).

Apologies

Councillors Dowling, Mackay and K MacLaren.

Obituaries

Provost Cameron acknowledged the death of Bruce McFee, a former Renfrew District Councillor, Renfrewshire Councillor and MSP, making reference to his exemplary service to the local community.

Provost Cameron also acknowledged the death of Winnie Gallacher, a former employee of Renfrew District and Renfrewshire Council and wife of former Councillor Roy Glen.

The Provost and members of the Council extended sincere condolences to both families on behalf of Renfrewshire Council. A minute's silence was held as a mark of respect.

Sederunt

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

Declarations of Interest

Councillor McCartin declared an interest in item 3 of the agenda – Renfrewshire Libraries Update - and item 24 of the agenda – Notice of Motion 5 - as she was Depute Chair of the Board of Renfrewshire Leisure Limited. Councillor McCartin indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor McNaughtan declared an interest in item 21 of the agenda – Notice of Motion 15 - as he was a member of the 1820 Society and intimated that it was his intention to remain in the meeting, move the motion and take part in the discussion and voting thereon.

Councillor Hughes declared an interest in item 3 of the agenda - Renfrewshire Libraries Update – and item 24 of the agenda – Notice of Motion 5 - as she was Chair of the Board of Renfrewshire Leisure Limited. Councillor Hughes indicated that as she had a general dispensation from the Standards Commission which allowed her to take part and to vote in relation to such matters it was her intention to remain in the meeting during consideration of these items.

Councillor Campbell declared an interest in item 8 of the agenda – Renfrewshire Community Protection Chief Officers Group – Annual Report 2020/21 - and item 9 of the agenda – National Care Service Consultation - as she was an employee of NHS Greater Glasgow & Clyde but not in the Council's area and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Strang declared an interest in item 13 of the agenda - Notice of Motion 4 - as her mother had a blue badge and intimated that she would not to take part in any discussion or voting thereon.

Councillor Begg declared an interest in items 3 of the agenda - Renfrewshire Libraries Update - and item 24 of the agenda – Notice of Motion 5 - as he was a Director on the Board of Renfrewshire Leisure Limited. Councillor Begg indicated that as he had a general dispensation from the Standards Commission which allowed him to take part and to vote in relation to such matters it was his intention to remain in the meeting during consideration of these items.

Councillor Adam-McGregor declared an interest in item 13 of the agenda – Notice of Motion 4 - as she had a blue badge and intimated that it was her intention to remain in the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Adam-McGregor further declared a non-financial interest in item 21 of the agenda - Notice of Motion 12 – as she was a member of the 1820 Society and intimated that it was her intention to remain in the meeting and take part in the discussion and voting thereon.

Councillor Kerr declared an interest in item 13 of the agenda– Notice of Motion 5 - as he had a blue badge and intimated that it was his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Webcasting of Meeting

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

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:

Council, 24 June 2021

Placing Requests & Exclusions Appeals Panel, 16 August 2021

Communities, Housing & Planning Policy Board, 17 August 2021

Regulatory Functions Board, 18 August 2021

Education & Children's Services Policy Board, 19 August 2021

Placing Requests & Exclusions Appeals Panel, 20 August 2021

Audit, Risk & Scrutiny Board, 23 August 2021

Infrastructure, Land & Environment Policy Board, 25 August 2021

Petitions Board, 30 August 2021

Finance, Resources & Customer Services Policy Board, 1 September 2021

Regulatory Functions Board, 2 September 2021

Appointment Board, 7 September 2021

Appointment Board, 8 September 2021

Regulatory Functions Board, 10 September 2021

Leadership Board, 15 September 2021

Appointment Board, 28 September 2021

Appointment Board, 29 September 2021

DECIDED: That the Minutes be approved.

2 **Water Safety in Renfrewshire**

Under reference to item 19 of the Minute of the meeting of the Council held on 24 June 2021, there was submitted a report by the Director for Communities & Housing Services relative to the progress made to date to improve safety in and around the river Gryffe and to investigate contributing to community efforts for the provision and maintenance of safety measures.

The report intimated that a Renfrewshire Water Safety Working Group had been established including membership from various Council services and Police Scotland, Scottish Fire and Rescue Service, Scottish Ambulance Service, Open Water Rescue, Civil Contingencies Service and Renfrewshire Leisure. In addition, Children's Services, the Glasgow Humane Society and Scottish Water had been contacted to facilitate discussion.

The report advised that the Working Group had met to identify short-term measures to assist the community at the location known locally as the 'Clay Pits'. It was noted that the community had approached the owners of the land, Elderslie Estates, who agreed to life-saving equipment being placed on their land. Temporary life belts, poles and throw ropes had been located on the riverbanks along the River Gryffe at the Clay Pits and these were being checked and replaced when necessary by the Glasgow Humane Society.

It was noted that the education of youths to the dangers of water and in particular 'cold water shock' was one of the key actions facing the Working Group and the report provided detail on the work around this. A Renfrewshire Water Safety Policy was currently being prepared and a draft would be submitted to the meeting of the Communities, Housing & Planning Board to be held on 26 October 2021.

DECIDED: That the content of the report and the work undertaken to ensure water safety across Renfrewshire, including assisting communities with life-saving equipment where appropriate, be noted.

Declarations of Interest

Councillors McCartin, Hughes and Begg, having previously declared interests in the following item of business, remained in the meeting.

3 **Renfrewshire Libraries Update**

Under reference to item 10 of the Minute of the meeting of the Council held on 24 June 2021, there was submitted a report by the Chief Executive relative to progress on Renfrewshire Libraries' recovery programme, within the context of the breadth of activity provided by Renfrewshire's digital and library services.

The report intimated that throughout the pandemic, the library team had consistently reviewed and adapted services in line with Scottish Government restrictions and in response to the changing needs of communities. During the national lockdowns, when physical access to libraries was not possible, the service adapted its provision to

include increased digital lending and online service provision, as well as home delivery and befriending services. When the Scottish Government's Covid-19 guidelines allowed, Renfrewshire Leisure reopened all 12 libraries for in-person browsing, alongside the operation of click and collect services.

The report set out the next stages of the reopening programme in terms of public libraries, school libraries and the skoobmobile.

DECIDED: That the content of the report be noted.

4 Update on Audited Annual Accounts 2020/21

Under reference to item 2 of the Minute of the meeting of the Council held on 24 June 2021, there was submitted a report by the Director of Finance & Resources relative to an update on the audited Annual Accounts 2020/21.

The report advised that the Council's unaudited Annual Accounts for 2020/21 had been presented to the meeting of the Council held on 24 June 2021 and submitted for audit by the statutory deadline of 30 June 2021. The June report to Council highlighted that flexibility in terms of the timescales for approval of the audited annual accounts had been provided under the Coronavirus (Scotland) Act 2020 due to the ongoing Coronavirus pandemic. Scottish Ministers had indicated their expectation that the audited annual accounts be published by 30 November 2021 and Audit Scotland, the appointed auditors, anticipated that this would be achieved.

The report indicated that under the Council's scheme of delegation, the audited accounts were normally presented to the Audit, Risk & Scrutiny Board prior to being presented to Council. To allow the Council to comply with the revised dates permissible, the report proposed that the meeting of the Audit, Risk & Scrutiny Board scheduled to be held on 1 November 2021 be rescheduled to 15 November 2021 to allow sufficient time for completion of the audit process. Thereafter, the report proposed that a special meeting of the Council be called on an appropriate date, but no later than 30 November 2021, for the purpose of approving the audited accounts. In the event that the audit process was not completed within the timescales outlined, the report proposed that the audited accounts be presented for approval to the Council meeting scheduled to be held on 16 December 2021.

DECIDED:

(a) That the revised deadline for the Council's audited accounts be noted;

(b) That it be agreed that the meeting of the Audit, Risk & Scrutiny Committee scheduled for 1 November 2021 be rescheduled to 15 November 2021; and

(c) That it be noted that a special meeting of the Council would be called on or before 30 November 2021 to approve the audited accounts; or in the event the audit of the accounts was not completed, it be noted that the audited accounts would be presented to the 16 December 2021 Council meeting.

5 Financial Outlook 2022-2025

There was submitted a report by the Director of Finance & Resources relative to the financial outlook for the Council for 2022/25.

The report advised that, as previously reported over the past 12 to 18 months, the Council had faced significant financial disruption due to the COVID19 pandemic and associated emergency response. The financial impact of COVID19 on the Council had been fluid and subject to change in line with decisions being taken by national governments in response to developing management of the emergency response across the UK. The Scottish Government had released additional financial support to local government over the final quarter of the financial year which provided financial stability to the Council as 2020/21 was financially closed and a greater level of confidence as to the scale of COVID19 specific resources to financially support the Council during 2021/22. In this context, and as outlined in more detail in the report, the Council's immediate financial stability remained secure, and this was anticipated to remain the case over the course of 2021/22.

The report intimated that, for the first time since the austerity agenda commenced, the Council would progress into 2022/23 with an unaddressed structural budget deficit of around £4 million to £5 million from 2021/22. The Council's medium-term financial outlook continued to be subject to considerable uncertainty, with future government grant prospects and the scale of pay pressures in future years continuing as the most significant areas of influence and uncertainty.

It was noted that the financial strategy moving forward would be progressed based on a relatively limited financial saving contribution emerging from the Right for Renfrewshire programme in 2022/21. Approved financial flexibilities put in place by the Council as an immediate response to developing financial risks and disruption from COVID19 in September 2020 would be deployed to support the Council's budget position moving into 2022/23. These measures would protect the immediate financial stability of the Council, maintain a focus on securing the Council's medium-term financial stability, as well as providing an extended window of opportunity for the Council to recover from COVID19 before more significant and unavoidable demands for savings were placed on the transformation programme.

The report noted that it was expected that greater financial planning certainty might emerge over coming months should the UK Government announce a multi-year Comprehensive Spending Review (CSR) in the autumn and the Scottish Government follow-through on existing commitments to produce multi-year spending plans. Key milestone announcements were expected to emerge over the remaining months of this calendar year and into the early part of 2022 and updates would be provided as appropriate.

The report provided information on the immediate financial position in terms of the General Fund Revenue Account; the economic and fiscal outlook; an overview of updated outlook; the financial strategy response measures; the capital investment programme; and the housing revenue account (HRA).

DECIDED:

(a) That the update regarding the Council's current general fund financial position, the assessment of the projected net impact of COVID19 over the course of this financial year and the anticipated deployment of COVID19 resources provided by the Scottish Government be noted;

(b) That the updated general fund financial outlook over the medium term and the ongoing expectation of the Council being required to continue to plan for addressing significant structural budget deficits in the period through to 2025 be noted, albeit the

scale of this remained subject to ongoing uncertainty at this stage;

(c) That it be noted that the remobilisation of the Council's transformation programme continued to be constrained by organisational capacity being deployed to support the response to COVID19 and the developing recovery agenda. Further, that it be noted that a limited level of transformation activity and associated financial savings were anticipated as part of the 2022/23 budget planning arrangements and details in this regard would be subject to normal transformation reporting arrangements as the programme was progressed in the coming months;

(d) That it be noted that as part of the budget planning for 2022/23, the intention to deploy financial flexibility arrangements approved by Council in September 2020 was an early response to the financial disruption caused by COVID19. Further, that it be noted that this would assist securing ongoing short-term financial stability, assist in partly addressing the forecast medium-term structural budget deficit moving forward and would also provide the Council with an extended window of opportunity to recover from COVID19 before being required to fully remobilise the transformation programme;

(e) That the update provided in respect to the General Fund capital investment programme and the potential impact from growing price and supply pressures within the construction market be noted. Further, that it be noted that in response, a level of provision had been made against COVID19 resources to protect the deliverability of the current capital programme; and

(f) That the update in respect of the HRA and the relatively more secure long-term financial outlook afforded by the greater long-term confidence provided by rental income and the underpinning robustness of the 30-year business planning arrangements, which would continue to be updated over the course of this year ahead of 2022/23, be noted.

6 Governance Arrangements

There was submitted a report by the Director of Finance & Resources relative to arrangements for the next cycle of Board meetings starting in mid-October 2021 up to and including the full Council meeting on 16 December 2021.

The report outlined arrangements for meetings going forward taking into account a number of key developments since the last Council meeting, including the successful use of the hybrid model of conducting Board meetings and the Scottish Government's decision to move to "Beyond Level 0" with effect from 9 November 2021 which removed most of the restrictions to control the transmission of Covid-19.

The arrangements set out in the report aimed to allow the maximum flexibility to enable meetings to take place in the most appropriate and safe way, depending on the guidance that was in force at the time the meetings were due to take place.

The report also covered the arrangements for the appointment of a new Chief Executive, some Board appointments by the Labour Group and provided an update on the appeal by Paul Mack against the sanction of disqualification imposed by the Standards Commission of Scotland.

Councillor Nicolson, seconded by Councillor Paterson, moved that Councillor Andy Steel replace Councillor Kenny MacLaren as a member of the Communities, Housing & Planning Policy Board. This was agreed unanimously.

Councillor Devine, seconded by Councillor Sharkey, moved that Councillor Edward Grady and not Councillor Jim Sharkey as intimated in the report, replace Councillor Sheridan as a member of the Leadership Board. This was agreed unanimously.

DECIDED:

(a) That the successful completion of the first cycle of Board meetings using the Public-i system to facilitate the conduct of hybrid meetings that were broadcast live be noted;

(b) That the terms of the Protocol for the Conduct of Hybrid meetings that had been agreed for use for those meetings, a copy of which was attached as an appendix to the report, be noted;

(c) That the arrangements for the next cycle of Council and Board meetings, set out in section 4 of the report, which would continue to include the option to use hybrid meetings involving elected members attending meetings in person in Renfrewshire House, should Scottish Government Guidance allow it, be approved;

(d) That it be noted that Sandra Black had intimated her intention to retire from her post as Chief Executive and Head of Paid Service of Renfrewshire Council with effect from 15 December 2021 and that a recruitment process had begun to find her successor;

(e) That it be agreed, that in the event that there was a period of time between the current Chief Executive retiring and the new chief executive starting in post, the Chief Executive's Appointments Panel would approve arrangements for the appointment of an acting chief executive;

(f) That it be noted that the appeal by Paul Mack against the sanction of disqualification imposed on him by the Standards Commission for Scotland was heard by the Sheriff Principal on 31 August 2021 although the decision was still awaited;

(g) That the following Board appointments by the Labour Group be approved:

- Councillor Karen Devine-Kennedy to replace Councillor Jim Sheridan as a member of the Finance, Resources & Customer Services Policy Board.
- Councillor John Hood to replace Councillor Jim Sheridan as a member of the Communities, Housing & Planning Policy Board.
- Councillor Edward Grady to replace Councillor Jim Sheridan as a member of the Leadership Board;

(h) That Councillor Andy Steel replace Councillor Kenny MacLaren as a member of the Communities, Housing & Planning Policy Board; and

(i) That it be noted that a further report on the arrangements for future meetings of Council and Boards would be brought to the next Council meeting on 16 December 2021.

7 Annual Report of Chief Social Work Officer

There was submitted a report by the Chief Social Work Officer relative to the 2020/21 annual report by the Chief Social Work Officer (CSWO). In Renfrewshire this role was held by the Head of Child Care & Criminal Justice.

The report provided an overview of the role of the CSWO, outlined local arrangements for the discharge of the functions of the post, highlighted key areas of activity of the CSWO locally, provided an overview of activities within social work services and detailed the key priorities for the year ahead.

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

DECIDED:

- (a) That the key activities outlined in the CSWO annual report be noted;
- (b) That it be noted that the CSWO annual report would be submitted to the Office of the Chief Social Work Advisor at the Scottish Government; and
- (c) That it be agreed that the next update to Council would be presented in Autumn 2022.

Declaration of Interest

Councillor Campbell, having previously declared an interest in items 8 and 9, remained in the meeting but took no part in the discussion thereon.

8 Renfrewshire Community Protection Chief Officers Group – Annual Report 2020/21

There was submitted a report by the Chief Executive relative to the Renfrewshire Community Protection Chief Officers Group annual report 2020/21, a copy of which was appended to the report, providing an overview of the key areas of work in relation to public protection during 2020/21 with a particular focus on the partnership working that had taken place during the pandemic to support local people and communities.

The report advised that an independent review of the Chief Officers Group had been completed during 2020 providing formal reassurance that oversight and scrutiny arrangements in Renfrewshire were robust and facilitated effective joint working at a strategic level.

It was noted that the pandemic and associated restrictions had continued to impact those most vulnerable across Renfrewshire's communities and there was an ongoing need for partners to work together flexibly to ensure local people living across communities received the support they needed. Chief Officers had met more frequently to scrutinise activity and consider the local response in relation to protection issues as they arose.

DECIDED: That the content of the report be noted.

9 **National Care Service Consultation**

There was submitted a report by the Chief Executive relative to the Council's response to the Scottish Government consultation on the establishment of a National Care Service in Scotland, launched in August 2021, a copy of which was appended to the report.

The report advised that in March 2021, the Council considered the initial findings of the Independent Review of Adult Social Care, the recommendations of which were recognised at that time as having potentially significant implications for the delivery of adult social care, particularly in relation to the proposed development of a National Care Service whereby accountability for these services would transfer from local authorities to a national body accountable to Scottish Ministers.

The report intimated that whilst the consultation sought views on a number of other aspects of improvement to the delivery of social care services, it focused specifically on the role and scope of the proposed National Care Service which exceeded that recommended initially within the independent review. It now proposed that services such as children and families and criminal justice social work be included, with adult social care services included as a minimum.

The report highlighted that the structural changes being proposed to manage the delivery of social care were significant for the Council and many of the proposals would need to be implemented or enabled through new or significant changes to existing legislation with governance, financial and workforce implications for the Council.

It was noted that the Council's response to the consultation would be submitted to the Scottish Government by the deadline of 2 November 2021 and that further updates on the consultation and any agreed next steps would be provided as soon as available.

DECIDED: That the response to the National Care Service consultation for submission by 2 November 2021 be approved.

Order of Business

At this point in the meeting, Provost Cameron intimated that in terms of standing order 16 she intended to combine item 16 of the agenda – Notice of Motion 7 – and item 19 of the agenda – Notice of Motion 10; that item 22 of the agenda - Notice of Motion 13 - had been withdrawn; and that she ruled that item 24 of the agenda – Notice of Motion 15 - was not competent in terms of Standing Order 19(c).

Adjournment

The meeting adjourned at 11.20 am and reconvened at 11.40 am.

Valedictories

Provost Cameron intimated that this would be the last Council meeting that Sandra Black, Chief Executive would attend as Sandra would be retiring from the Council in December. Provost Cameron also intimated that Gordon McKinlay, Head of Schools would also be retiring from the Council in December. Provost Cameron and Councillors paid tribute to both Sandra and Gordon for their service to the Council and wished them both a long and happy retirement.

10 **Notice of Motion 1 by Councillors Andy Doig and McCartin**

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

"Banning Glyphosates in Renfrewshire Council

Council notes the risk to small children and pets from the continual use of the pesticide, Glyphosate, who may inadvertently come in contact with sprayed areas. Council notes the increasing number of local authorities across the UK which have banned Glyphosate in favour of other safer alternatives for weed control, and is concerned at independent academic research highlighting how glyphosate harms humans, animals, and the wider environment.

Council therefore calls for a ban on the use of Glyphosate within Renfrewshire Council in favour of safer alternatives."

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

Councillor Sharkey, seconded by Councillor Brown, moved as an amendment that "RLL' be added after Renfrewshire Council in the last line."

Councillor McEwan, seconded by Councillor Campbell, moved as a second amendment, that the motion be amended to read:

"Banning Glyphosates in Renfrewshire Council

Council notes the potential risk to small children and pets from the continual use of the pesticide, Glyphosate, who may inadvertently come in contact with sprayed areas.

Council notes the increasing number of local authorities across the UK which have banned Glyphosate in favour of other safer alternatives for weed control, and is concerned at independent academic research highlighting how glyphosate harms humans, animals, and the wider environment.

Council therefore agrees;

to cease the use of Glyphosate in areas of recreation ie parks and within our school estate.

Approve a trial of alternative weed control methods such as foam and steam weed control.

Agrees to the reduction and phasing out of Glyphosate over a 2-3 year period and approves the development of an integrated herbicide management policy to detail our approach to being a herbicide free local authority as soon as practicable.”

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

The second paragraph be replaced with:

“Council therefore asks for a report back to the Infrastructure Land And Environment Policy Board on safer alternatives to Glyphosates with a view of phasing out its future use within Renfrewshire Council.”

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

DECIDED: Banning Glyphosates in Renfrewshire Council

Council notes the potential risk to small children and pets from the continual use of the pesticide, Glyphosate, who may inadvertently come in contact with sprayed areas.

Council notes the increasing number of local authorities across the UK which have banned Glyphosate in favour of other safer alternatives for weed control, and is concerned at independent academic research highlighting how glyphosate harms humans, animals, and the wider environment.

Council therefore agrees;

to cease the use of Glyphosate in areas of recreation ie parks and within our school estate.

Approve a trial of alternative weed control methods such as foam and steam weed control.

Agrees to the reduction and phasing out of Glyphosate over a 2-3 year period and approves the development of an integrated herbicide management policy to detail our approach to being a herbicide free local authority as soon as practicable.

Council therefore asks for a report back to the Infrastructure Land & Environment Policy Board on safer alternatives to Glyphosates with a view of phasing out its future use within Renfrewshire Council and RLL.

11 Notice of Motion 2 by Councillors Andy Doig and McCartin

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

"Review of waste services for town centres and rural areas

Council notes with increasing concern the unresolved problems with the current waste management strategy of Renfrewshire Council, particularly with regard to its inability to professionally service our town centres and rural communities alike.

This has led to Councillors receiving repeated long standing complaints on the vexed problem of non collection, or partial collection, on a constant basis in rural areas, and the additional problem of bins being almost permanently present outwith town centre businesses which struggle to adhere to the current regime.

Council calls for an urgent review of the waste management strategy with regard to town centres and rural communities, and recommends examination of the merits of fixed waste crews rather than rotational crews."

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

DECIDED: Review of waste services for town centres and rural areas

Council notes with increasing concern the unresolved problems with the current waste management strategy of Renfrewshire Council, particularly with regard to its inability to professionally service our town centres and rural communities alike.

This has led to Councillors receiving repeated long standing complaints on the vexed problem of non collection, or partial collection, on a constant basis in rural areas, and the additional problem of bins being almost permanently present outwith town centre businesses which struggle to adhere to the current regime.

Council calls for an urgent review of the waste management strategy with regard to town centres and rural communities, and recommends examination of the merits of fixed waste crews rather than rotational crews.

12 **Notice of Motion 3 by Councillors McCartin and Andy Doig**

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

"20mph streets

Council has previously written to the Scottish Government regarding the potential to allow councils to bring in 20 mph areas where and when it sees fit, rather than have to wait for permission from the Traffic Commissioner. These letters have resulted in nothing being done by the Government.

With the recent "non-coalition" between the SNP and the Green party establishing a policy of 20mph as standard, can the council once again write to the Scottish Government asking them to focus on this policy as a priority, to give local councils the responsibility of assessing where and when to bring this legislation into force, and in so doing give councils the right to make local judgements on local matters."

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

Councillor Sharkey, seconded by Councillor Devine, moved as an amendment that 'and to each Green Party MSP' be added after 'Scottish Government' in the last paragraph. This was then amended to 'and to Green MSPs' after 'Scottish Government' in the last paragraph.

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

DECIDED: 20mph streets

Council has previously written to the Scottish Government regarding the potential to allow councils to bring in 20 mph areas where and when it sees fit, rather than have to wait for permission from the Traffic Commissioner. These letters have resulted in nothing being done by the Government.

With the recent “non-coalition” between the SNP and the Green party establishing a policy of 20mph as standard, can the council once again write to the Scottish Government and to Green MSPs asking them to focus on this policy as a priority, to give local councils the responsibility of assessing where and when to bring this legislation into force, and in so doing give councils the right to make local judgements on local matters.

Declarations of Interest

Councillors Strang, Adam-McGregor and Kerr having previously declared interests in the following item of business, remained in the meeting and took no part in the discussion thereon.

13 Notice of Motion 4 by Councillors McCartin and Andy Doig

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

"Blue Badge qualifications

Council recognises that Blue Badge permits have in recent years become much more restrictive than before, ensuring that there is no abuse of this system. However the restrictions seem to focus only on whether or not someone can physically walk any distance.

Some residents have what is often referred to as “unseen” illness or affliction so that, while they have the appearance of being able bodied, they in fact have illnesses which demand an ability to park as close as possible to, for example, toilet facilities if they are to have any quality of life. Our on-line application automatically refuses any such application.

Council requires to re-examine its eligibility criteria and ensure that those sufferers who require a Blue Badge can have access to a simple system of application, and have to go through a very unwieldy and sometimes unsuccessful application process with staff who then have to make individual judgements on these applications."

Councillor McCartin, being the mover of the motion intimated that the motion should be amended with the addition of the word ‘not’ being inserted prior to ‘have to go through’ in the last paragraph of the motion.

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

Councillor Nicolson, seconded by Councillor Paterson, moved as an amendment that the word 'its eligibility' be replaced with 'the eligibility' in the last paragraph of the motion.

Councillor Sharkey, seconded by Councillor Devine moved as a second amendment that a review be submitted to the Audit, Risk & Scrutiny Committee.

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

DECIDED: Blue Badge qualifications

Council recognises that Blue Badge permits have in recent years become much more restrictive than before, ensuring that there is no abuse of this system. However the restrictions seem to focus only on whether or not someone can physically walk any distance.

Some residents have what is often referred to as "unseen" illness or affliction so that, while they have the appearance of being able bodied, they in fact have illnesses which demand an ability to park as close as possible to, for example, toilet facilities if they are to have any quality of life. Our on-line application automatically refuses any such application.

Council requires to re-examine the eligibility criteria and ensure that those sufferers who require a Blue Badge can have access to a simple system of application, and not have to go through a very unwieldy and sometimes unsuccessful application process with staff who then have to make individual judgements on these applications.

That a review be submitted to the Audit, Risk & Scrutiny Committee.

14 Notice of Motion 5 by Councillors Hood and Devine

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

"Tree Specialist Officer

Council notes the appointment of an officer who can specialise in trees and looks forward to an imminent policy discussion on tree and woodland management. Council agrees that Scotland, and the UK, need to vastly increase the number of trees across the country. However, in the urban setting tree felling in appropriate places will always be necessary where the trees have an adverse effect on quality-of-life issues, such as access to light or where they are at risk of causing harm to our residents. Council instructs officers to include in any future tree felling policy an authority to take action where the effect on quality-of-life issues warrants it and also to allow the elected members the opportunity to hold officers to account when action is not taken."

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

DECIDED: Tree Specialist Officer

Council notes the appointment of an officer who can specialise in trees and looks forward to an imminent policy discussion on tree and woodland management. Council agrees that Scotland, and the UK, need to vastly increase the number of trees across the country. However, in the urban setting tree felling in appropriate places will always be necessary where the trees have an adverse effect on quality-of-life issues, such as access to light or where they are at risk of causing harm to our residents. Council instructs officers to include in any future tree felling policy an authority to take action where the effect on quality-of-life issues warrants it and also to allow the elected members the opportunity to hold officers to account when action is not taken.

15 Notice of Motion 6 by Councillors Andy Doig and McCartin

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

"Public Entertainment Licenses and Community Halls

Council commends the organisers of the Lochwinnoch Arts Festival, the largest community arts festival in Renfrewshire, which over years have brought international acts of the calibre of folk musicians, Karen Mathieson and Dougie McLean, to the village for the benefit of all Renfrewshire residents.

Council further approves of the strong stance of the Scottish Government in promoting arts and culture in the community, and to facilitate and continue this trend calls on Renfrewshire Council to underwrite the cost of public entertainment licences for events in community halls across Renfrewshire."

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

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment "to delete last paragraph" which was subsequently withdrawn in terms of Standing Order 27.

The motion was then agreed unanimously.

DECIDED: Public Entertainment Licenses and Community Halls

Council commends the organisers of the Lochwinnoch Arts Festival, the largest community arts festival in Renfrewshire, which over years have brought international acts of the calibre of folk musicians, Karen Mathieson and Dougie McLean, to the village for the benefit of all Renfrewshire residents.

Council further approves of the strong stance of the Scottish Government in promoting arts and culture in the community, and to facilitate and continue this trend calls on Renfrewshire Council to underwrite the cost of public entertainment licences for events in community halls across Renfrewshire.

16 Notice of Motion 7 by Councillors Andy Doig and McCartin

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

"Investment in rail and terms and conditions for Rail Workers

Renfrewshire Council believes that public ownership of Scotland's rail network will deliver significant benefits for Scotland's rail workers, passengers and taxpayers and help enable the creation of an affordable, accessible and sustainable rail network that contributes to Scotland's decarbonisation targets, and be able to better deliver crucial investment in aging rail infrastructure.

Council further supports comprehensive discussion and dialogue between the RMT and the Scottish Government to ensure that all ScotRail workers' jobs, pay and conditions, are protected throughout the transitional period and once they transfer to the new operator."

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

DECIDED: Investment in rail and terms and conditions for Rail Workers

Renfrewshire Council believes that public ownership of Scotland's rail network will deliver significant benefits for Scotland's rail workers, passengers and taxpayers and help enable the creation of an affordable, accessible and sustainable rail network that contributes to Scotland's decarbonisation targets, and be able to better deliver crucial investment in aging rail infrastructure.

Council further supports comprehensive discussion and dialogue between the RMT and the Scottish Government to ensure that all ScotRail workers' jobs, pay and conditions, are protected throughout the transitional period and once they transfer to the new operator.

17 **Notice of Motion 10 by Councillor Sharkey and Devine**

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

"Rail Network – State Ownership

Council welcomes proposals to move the rail network into state ownership from March 2022. Council believes that an effective and efficient transport system relies on democratic control and a responsive administration that allows both employees and passengers to have a meaningful contribution to the planning of services."

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

DECIDED: Rail Network – State Ownership

Council welcomes proposals to move the rail network into state ownership from March 2022. Council believes that an effective and efficient transport system relies on democratic control and a responsive administration that allows both employees and passengers to have a meaningful contribution to the planning of services.

18 **Notice of Motion 8 by Councillors Sharkey and Devine**

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

"Universal Credit Payment Cut

Council condemns the cut £20 per week from Universal Credit (UC) payments and demands the Tory Government retain the £20 uplift payments on a permanent basis. Failure to do so will show that this government has, in the memorable phrase of Theresa May, gone "back to being the nasty party".

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

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment:

"Replace whole text with:

The Conservative Government introduced the temporary £20 per week Universal Credit uplift to help claimants during the covid pandemic. These funds provided a safety net to nearly half a million vulnerable people in Scotland at an unprecedented, uncertain time.

The uplift was then extended for a further six months but with restrictions largely gone and our recovery under way, it is right that these measures are reviewed as the focus shifts to helping people get back into work."

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

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

7 members having voted for the amendment and 31 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Universal Credit Payment Cut

Council condemns the cut £20 per week from Universal Credit (UC) payments and demands the Tory Government retain the £20 uplift payments on a permanent basis. Failure to do so will show that this government has, in the memorable phrase of Theresa May, gone "back to being the nasty party".

19 **Notice of Motion 9 by Councillors Sharkey and Hood**

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

"Police Scotland – Protection of Workers

That the council writes to the Police as follows:

Dear Police Divisional Commander,

As you may be aware the Protection of Workers (Retail and Age-restricted Goods and Services) (Scotland) Act 2021 came into force on 24 August 2021.

Council is sure that you and your officers share our concern that nobody should face violence, threats and abuse at their place of work.

Retail workers in the Scotland have raised concerns about the way they are treated and the fact that they are regularly subject to abuse, threats of violence and even violence at their place of work. Often this is when they are enforcing the law on age-related goods.

We are writing to you to ask for a briefing on how the local police will be using these new powers and to find out Police Scotland will be working to protect retail workers many of whom worked through the pandemic and ensured that the country was supplied.

We also want to thank you and your officers for all the work you do locally. Keeping the community safe throughout the pandemic has been appreciated by us all."

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

DECIDED: Police Scotland – Protection of Workers

That the council writes to the Police as follows:

Dear Police Divisional Commander,

As you may be aware the Protection of Workers (Retail and Age-restricted Goods and Services) (Scotland) Act 2021 came into force on 24 August 2021.

Council is sure that you and your officers share our concern that nobody should face violence, threats and abuse at their place of work.

Retail workers in the Scotland have raised concerns about the way they are treated and the fact that they are regularly subject to abuse, threats of violence and even violence at their place of work. Often this is when they are enforcing the law on age-related goods.

We are writing to you to ask for a briefing on how the local police will be using these new powers and to find out Police Scotland will be working to protect retail workers many of whom worked through the pandemic and ensured that the country was supplied.

We also want to thank you and your officers for all the work you do locally. Keeping the community safe throughout the pandemic has been appreciated by us all.

20 Notice of Motion 11 by Councillors Brown and Sharkey

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

"Flooding Events Across Renfrewshire

Council notes the recent flooding events across Renfrewshire and restates its decision about the climate emergency, taken on 27 June 2019. Council calls on the next Infrastructure and Environmental Board to detail the work undertaken and the plans drawn up since the council's decision."

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

DECIDED: Flooding Events Across Renfrewshire

Council notes the recent flooding events across Renfrewshire and restates its decision about the climate emergency, taken on 27 June 2019. Council calls on the next Infrastructure and Environmental Board to detail the work undertaken and the plans drawn up since the Council's decision.

Declarations of Interest

Councillor McNaughtan, having previously declared an interest in the following the meeting, remained in the meeting, moved the motion and took part in the discussion thereon.

Councillor Adam-McGregor, having previously declared an interest in the following item of business, remained in the meeting but took no part in the discussion thereon.

21 Notice of Motion 12 by Councillors McNaughtan and K MacLaren

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

"1820 Radical Rising Martyrs Memorial

Council agrees to request Historic Environment Scotland to review the designation of the category C listed 1820 Radical Martyrs Memorial, Woodside Cemetery, Paisley. With the bicentenary of the 1820 radical rising, much research has been undertaken on this important period of Renfrewshire's history. Several new books have been published on the subject which highlight Renfrewshire's key role in organising the uprising which sought the vote and regular elections against a backdrop of severe poverty and exploitation. Led largely by weavers, Paisley, Johnstone, Kilbarchan and wider Renfrewshire played a central role in organising an armed uprising to fight for those rights. Given the new research on the significance of this period in Renfrewshire's development, the Martyrs Memorial represents historical events of national importance which should be reflected in the listing by Historic Environment Scotland."

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

DECIDED: 1820 Radical Rising Martyrs Memorial

Council agrees to request Historic Environment Scotland to review the designation of the category C listed 1820 Radical Martyrs Memorial, Woodside Cemetery, Paisley.

With the bicentenary of the 1820 radical rising, much research has been undertaken on this important period of Renfrewshire's history. Several new books have been published on the subject which highlight Renfrewshire's key role in organising the uprising which sought the vote and regular elections against a backdrop of severe poverty and exploitation. Led largely by weavers, Paisley, Johnstone, Kilbarchan and wider Renfrewshire played a central role in organising an armed uprising to fight for those rights. Given the new research on the significance of this period in Renfrewshire's development, the Martyrs Memorial represents historical events of national importance which should be reflected in the listing by Historic Environment Scotland.

22 Notice of Motion 13 by Councillors K MacLaren and M MacLaren

There was submitted a Notice of Motion by Councillors K MacLaren and M MacLaren which was withdrawn in terms of Standing Order 27.

DECIDED: That it be noted that the notice of motion had been withdrawn.

23 Notice of Motion 14 by Councillors McCartin and Andy Doig

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

"Dumped cars

Council recognises that it's not presently its direct responsibility to remove abandoned cars from our streets. At present it is the DVLA which has sole responsibility for this, unless the car is in such a state as to be a danger to the public.

However, Council recognises that this allows abandoned cars to be left on our streets for many months while the DVLA "processes" this, and this can lead to the cars being wrecked, set on fire or otherwise so damaged which can bring them into the category of "dangerous" and can then be removed.

Council will write to both the Scottish Government and the DVLA asking that this process be examined and upgraded to give a finite time for a car to be removed, and to identify whose responsibility it will be to remove."

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

Councillor Steel, seconded by Councillor Paterson, moved as an amendment that:

"After end of second paragraph insert:

Council further notes the practice of permanently parked advertising vehicles. At present, enforcement legislation is enacted only when a vehicle is adjudged to be parked illegally or dangerously.

Amend final paragraph to read:

Council will write to both the Scottish Government and the DVLA asking that both these processes be examined and upgraded to give a finite time for a car to be removed, to identify whose responsibility it will be to remove, and to provide enforceable powers for authorities to deal with parked advertising vehicles."

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

DECIDED: Dumped cars

Council recognises that it's not presently its direct responsibility to remove abandoned cars from our streets. At present it is the DVLA which has sole responsibility for this, unless the car is in such a state as to be a danger to the public.

However, Council recognises that this allows abandoned cars to be left on our streets for many months while the DVLA "processes" this, and this can lead to the cars being wrecked, set on fire or otherwise so damaged which can bring them into the category of "dangerous" and can then be removed. Council further notes the practice of permanently parked advertising vehicles. At present, enforcement legislation is enacted only when a vehicle is adjudged to be parked illegally or dangerously.

Council will write to both the Scottish Government and the DVLA asking that both these processes be examined and upgraded to give a finite time for a car to be removed, to identify whose responsibility it will be to remove, and to provide enforceable powers for authorities to deal with parked advertising vehicles.

Declarations of Interest

Councillors McCartin, Hughes and Begg, having previously declared interests in the following item of business remained in the meeting.

24 Notice of Motion 15 by Councillors Graham and McIntyre

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

Declaration of Interest

During consideration of the following item of business, Councillor Campbell declared an interest as she was an employee of NHS Greater Glasgow & Clyde but not in the Council's area and took part in the discussion and voting thereon.

Sederunt

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

25 Notice of Motion 16 by Councillors K MacLaren and Mylet

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

"Council condemns the recent decision by the Conservative Government in Westminster to increase National Insurance – yet again breaking another manifesto promise. This move will see NI increasing by over 10%, impacting on those on lower wages while protecting the most well-off in society.

Council also notes that the Prime Minister has 'directed' how any income from this increase is to be spent in Scotland, clearly breaching the key principles of devolution. It is not for any Prime Minister or politician in Westminster to determine how the Scottish Government and Parliament decides to spend its block grant. By doing so the Conservative Government has put the future of devolution in doubt.

Council will contact both the Prime Minister and the Chancellor of the Exchequer to request that they scrap this increase in the National Insurance, and if it continues to go ahead, remove any conditions attached to this funding so that the Scottish Government and Parliament are free to use the funds as they see fit."

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

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

"Replace whole text with:

National Insurance (NI) contributions will rise by 1.25% from next April to tackle the NHS backlog and from 2023 fund our social care system via the Health and Social Care Levy

Council recognises the strain that the NHS and our social care system has been placed under fighting the covid 19 pandemic over and above the existing challenges of an ageing population.

With the cancellations and delays to existing treatments and surgeries the Council welcomes the additional funding to clear the backlog.

Council also welcomes the additional £2.2billion that Health services in the devolved nations of Scotland, Wales and Northern Ireland per year."

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

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

7 members having voted for the amendment and 30 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Council condemns the recent decision by the Conservative Government in Westminster to increase National Insurance – yet again breaking another manifesto promise. This move will see NI increasing by over 10%, impacting on those on lower wages while protecting the most well-off in society.

Council also notes that the Prime Minister has 'directed' how any income from this increase is to be spent in Scotland, clearly breaching the key principles of devolution. It is not for any Prime Minister or politician in Westminster to determine how the Scottish Government and Parliament decides to spend its block grant. By doing so the Conservative Government has put the future of devolution in doubt.

Council will contact both the Prime Minister and the Chancellor of the Exchequer to request that they scrap this increase in the National Insurance, and if it continues to go ahead, remove any conditions attached to this funding so that the Scottish Government and Parliament are free to use the funds as they see fit.

26 Notice of Motion 17 by Councillors Graham and McIntyre

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

"A737 in Renfrewshire

Council agrees to write to the Minister for Transport, Graeme Day MSP, to prepare a feasibility study for upgrading and dualling the remaining single carriageway sections of the A737 in Renfrewshire.

Council also agrees to write to the Cabinet Secretary for Finance, Kate Forbes MSP, to allocate funding for the project in the upcoming budget."

Councillor Graham, seconded by Councillor McIntyre, then moved the motion which was agreed unanimously.

DECIDED: A737 in Renfrewshire

Council agrees to write to the Minister for Transport, Graeme Day MSP, to prepare a feasibility study for upgrading and dualling the remaining single carriageway sections of the A737 in Renfrewshire.

Council also agrees to write to the Cabinet Secretary for Finance, Kate Forbes MSP, to allocate funding for the project in the upcoming budget.

27 Notice of Motion 18 by Councillors Devine-Kennedy and Grady

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

"STUC Women's Committee – Universal Free School Meals for All

Council supports the STUC Women's Committee campaign to expand Universal Free School Meals for all.

Council instructs officers, to bring to the next council meeting a program of diligent planning to ensure everything is in place to deliver a healthy and nutritious free meal to every child whose family wants them to have one. It is important to improve the current capabilities of existing school kitchens and dining settings and identify where these need to be upgraded that they may accommodate the anticipated increase in uptake. The program must also take account of the training and staffing implications of the expansion.

Council is concerned that without such a program the quality both, of the food and the experience, will suffer if the only priority is headlining total numbers. The subsequent malnutrition will only thwart the very real advantages of the STUC campaign."

Councillor Devine-Kennedy, seconded by Councillor Grady, then moved the motion which was agreed unanimously.

DECIDED: STUC Women's Committee – Universal Free School Meals for All

Council supports the STUC Women's Committee campaign to expand Universal Free School Meals for all.

Council instructs officers, to bring to the next council meeting a program of diligent planning to ensure everything is in place to deliver a healthy and nutritious free meal to every child whose family wants them to have one. It is important to improve the current capabilities of existing school kitchens and dining settings and identify where these need to be upgraded that they may accommodate the anticipated increase in uptake. The program must also take account of the training and staffing implications of the expansion.

Council is concerned that without such a program the quality both, of the food and the experience, will suffer if the only priority is headlining total numbers. The subsequent malnutrition will only thwart the very real advantages of the STUC campaign.

Minute of Meeting Head of People and OD

Date	Time	Venue
Wednesday, 06 October 2021	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Bill Brown, Councillor Eddie Devine, Councillor Neill Graham, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Andy Steel

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Director of Finance & Resources and R Laouadi, HR Manager (Finance & Resources).

Apology

Councillor Shaw.

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 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 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 People & OD - Interviews**

The Board interviewed candidates for the post of Head of People & OD.

DECIDED: That M Boyd be appointed to the post of Head of People & OD.

Minute of Special Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Friday, 22 October 2021	12:15	Teams - virtual meeting,

Present: Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Karen Devine-Kennedy, Councillor Neill Graham, Councillor John Hood, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor Shaw, Convener, presided

In Attendance

L McIntyre, Head of Policy & Commissioning; B Lambert, Corporate Procurement Manager, S Gibb, Procurement Operations Manager, A Donaldson, Strategic Commercial Category Manager, L Gillan, Strategic Commercial Category Manager and S Walker, Senior Procurement Specialist (all Chief Executive's Service); K Graham, Head of Corporate Governance; J Lynch, Head of Property; G Dickie, Partnering & Commissioning Manager; D Head and D Pole, (both End User Technicians); R Devine, E Gray, and P Shiach (all Senior Committee Services Officers), and K O'Neill, Assistant Democratic Services Officer (all Finance & Resources).

Recording of Meeting

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

Thereafter the Clerk undertook a roll call of members participating remotely.

Declarations of Interest

Councillor Shaw declared a non-financial interest in item 1 of the agenda, Contract Award, Kirklandneuk Primary School, Extension and Alterations, as a member of the school's Parent Council and indicated his intention to remain in the meeting and take part in the discussion and voting thereon.

Item Withdrawn

Prior to commencement of the meeting the Convener advised that agenda item 5 – Functional Family Therapy - had been withdrawn and consequently would not be considered by the Policy Board.

Declaration of Interest

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

1 Contract Award: Kirklandneuk Primary School - Extension and Alterations (RC-CPU-20-432)

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for extension and alterations to Kirklandneuk Primary School.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a works contract for Kirklandneuk Primary School – Extensions and Alterations – (RC-CPU-20-432) to Fleming Buildings Limited; ;

(b) That the award of a contract for the contract sum of £774,533.26 excluding VAT, with an additional 10% contingency spend be approved;

(c) That it be noted that the anticipated date of award was Friday 5 November 2021 with an anticipated date of possession of Monday 29 November 2021;

(d) That it be noted that the anticipated completion dates were:

Section 1, new extension – 11 August 2022

Section 2, internal alterations – 7 September 2022 – this date was based on commencing internal works at start of Summer break on 30 June 2022. However, if earlier access to internal areas was permitted to the Contractor, it was expected both sections would be completed simultaneously. If there were any changes to these planned dates these would be confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that the award of this Contract was subject to the provision of a Performance Bond and Collate.

2 **Notification of Correction to Report - Framework Agreement for Insurance for Renfrewshire Council and Associated Bodies and Renfrewshire Valuation Joint Board (RC-CPU-21-034)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to notifying the Board of a typographical error in the recommended tenderer's name in the recently approved Contract Authorisation Report for award of the Framework Agreement for Insurance for Renfrewshire Council and Associated Bodies, and Renfrewshire Valuation Joint Board.

DECIDED: That it be noted that a typographical error which referenced Zurich International PLC should have read Zurich Insurance PLC was picked up and accordingly had not impacted on the award.

3 **New Nursery Building at Bargarran Community Centre (RC-CPU-21-137)**

There was submitted a joint report by the Chief Executive and the Director of Finance relative to the award of a Works Contract for the New Nursery Building at Bargarran Community Centre (RC-CPU-21-137) to SKW Construction Ltd.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract for the New Nursery Building at Bargarran Community Centre (RC-CPU-21-137), pending evidence of required insurances, to SKW Construction Ltd;

(b) That the award of this contract for the Contract Sum of £365,175.00 excluding VAT plus 10% contingency for any unseen works be approved; and

(c) That it be noted that the anticipated date of award was 5 November 2021, the contract period was six months with the Date of Possession anticipated to be 1 March 2022 but would be confirmed in the Letter of Acceptance.

4 **Provision of a Community Based Mental Health Service (RC-CPU-21-011)**

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a negotiated contract to RAMH for the provision of a Community Based Mental Health Service (RC-CPU-21-011).

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Contract for the Provision of a Community Based Mental Health Service (RC-CPU-21-011) to RAMH;

(b) That the award of the Contract for one year from 9 November 2021 to 8 November 2022 with the option to extend for a further one year to 8 November 2023 be approved;

and

(c) That the award of the Contract up to a maximum value of £911,170 (£455,585 per annum) excluding VAT for the entire contract period including the optional one year extension period to 8 November 2022 with the option to extend approved.

5 **Functional Family Therapy**

This report was withdrawn.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 25 October 2021	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present

Councillor Tom Begg, Councillor Stephen Burns, Councillor Hood; Councillor Sharkey and Councillor Strang.

Chair

Councillor Bill Binks, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning (Chief Executive's); J Mackie, Placement Team Leader and Lead Officer, (Communities & Housing Services); A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, D Pole and B Dalziel (both End User Technicians), E Gray, P Shiach and C MacDonald, all Senior Committee Services Officers and K O'Neill, Assistant Democratic Services Officer (all Finance & Resources).

Also in Attendance

M Ferris, Audit Scotland.

Recording

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

Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

Declarations of Interest

Councillor Sharkey declared a non-financial interest in respect of Item 4 - Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - as he was currently in dispute with McGill's Bus Company and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hood declared a non-financial interest in respect of Item 4 - Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - as he was currently in dispute with McGill's Bus Company and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Summary of Internal Audit Reports for Period 01 July to 30 September 2021

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

The appendix to the report detailed the category of assurance, service, engagement and assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 July to 30 September 2021.

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

DECIDED: That the summary of Audit findings report for the period 1 July to 30 September 2021 be noted.

2 Internal Audit and Counter Fraud Progress and Performance for Period to 30 September 2021

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 April and 30 September 2021 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 as a result of the Covid-19 pandemic joint working with the DWP's Single Fraud Investigation service had ceased and they had now been informed that some of the fraud work had recommenced. All of the Counter Fraud Team were currently working at home although any necessary site/home visits had recommenced.

It was noted that the Internal Audit team also worked from home full-time and were continuing to work on planned audit assignments. The Team also provided advice and support where necessary to Council services.

DECIDED: That the Internal Audit and Counter Fraud Team progress and performance from 1 April to 30 June 2021 be noted.

3 2020/21 Complaints Handling Performance

There was submitted a report by the Chief Executive relative to the annual complaints report 2020/21.

The report intimated that the Council's complaint-handling procedure ensured that the Council knew how well it was delivering its services and showed its commitment to using the issues raised in complaints to improve services. Full implementation of the Scottish Public Services Ombudsman's (SPSO) guidance commenced within the Council from 1 March 2013 which introduced quicker, simpler and more streamlined complaints handling with local, early resolution.

The report provided information on complaints closed during the year from 1 April 2020 to 31 March 2021 and performance on key indicators and highlighted improvements made to the complaints handling procedure over the past year to ensure that complaints were handled well, and the Council learned from them and improved services

It was noted that 2020/21 had been a year of unprecedented challenges due to the COVID-19 pandemic, with no service being untouched by changes to service delivery and with a range of new services which required to be delivered in response to restrictions in place. It was recognised by the SPSO and councils that the pandemic also had an impact on complaints handling, as many staff who were responsible for complaints handling were redeployed to critical response work, or provided advice on new services, grants or support available. Despite the significant challenges of the pandemic, services continued to strive to resolve complaints and support customers throughout the process, as a result performance for complaints handling had remained comparatively stable over 2020/21.

The SPSO introduced changes to the national complaints handling process in 2019. Local authorities were required to introduce these changes by April 2021. The key changes to the statutory model were set out within the report; and a new system to support the logging of and learning from complaints was launched by the Council in April 2020.

A performance scorecard was included within the appendix to the report to provide additional data. It was noted that the performance indicators that had declined in performance for 2020/21 would be further explored and monitored, working closely with services to identify where additional support and guidance was required.

DECIDED: That the report be noted.

Declaration of Interest

Councillors Hood and Sharkey, having previously declared an interest in the following item of business remained in the meeting.

4 Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - Lead Officer Jamie Mackie

Under reference to Item 8 - Bus Deregulation and the Effect on Transport Services in Renfrewshire - of the Minute of the meeting of this Board held on 24 August 2020, there was submitted a report by the Lead Officer relative to an update on the review of bus deregulation and the effect on transport services in Renfrewshire.

The report updated the Board on the operation of bus services during the pandemic and the early stages of recovery, developments over this period and progress in relation to the bus service provisions of the Transport (Scotland) Act 2019.

It was proposed that the Lead Officer write to the witnesses who had previously submitted evidence to afford them the opportunity of updating their evidence. This was agreed.

DECIDED:

- (a) That the information presented at this stage of the review be noted;
- (b) That the next stage of the review be noted; and
- (c) That the Lead Officer write to the witnesses who had previously submitted evidence to afford them the opportunity of updating their evidence.

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.

5 Summary of Internal Audit Investigations Reports For Period 1 July to 30 September 2021

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 four internal audit investigations.

DECIDED: That the summary of Audit Reports finalised during the period from 1 July to 30 September 2021 be noted.

Minute of Meeting

Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 26 October 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Eddie Devine, Councillor Andy Doig, Councillor Neill Graham, Councillor John Hood, Councillor James MacLaren, Councillor Mags MacLaren, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities & Housing Services; A Morrison, Head of Economy & Development, L McIntyre, Head of Policy & Commissioning, D Love, Chief Planning Officer, S Marklow, Strategy & Place Manager, M Porch, F Knighton, C Murray, Planners, A Armstrong-Walter, Strategic Partnership & Inequalities Manager and C Orr, Senior Communications Officer (all Chief Executive's); A Scott, Criminal Justice Services Manager (Children's Services); F Carlin, Head of Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager and J Murdoch, Housing Regeneration & Service Improvement Manager (all Communities & Housing Services); and K Graham, Head of Corporate Governance, G Dickie, Partnering & Commissioning Manager, D Pole and D Head, End User Technicians, R Graham, Solicitor Litigation & Licensing, S Muir, Finance Business Partner, R Devine and E Gray, Senior Committee Services Officers and K O'Neill and J Barron, Assistant Democratic Services Officers (all Finance & Resources).

Recording of Meeting

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

Additional Item

The Convener indicated that there was an additional item of business relative to a request received for an Exemption from Access Rights Order in terms of Section 11 of the Land Reform (Scotland) Act 2003 which had not been included in the notice calling the meeting. The Convener, being of the opinion, that the item, which was dealt with at item 23 below, was urgent, in view of the need to deal with the matter timeously, authorised its consideration.

Declarations of Interest

Councillor Hood declared a non-financial interest in respect of agenda item 14 – Housing Allocations: Housing Rule 2.5 - and intimated that it was his intention to leave the meeting and to take no 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 17 August 2021, which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Housing Revenue Account, Revenue and Capital Budget Monitoring Report

There was submitted a Housing Revenue Account, Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 17 September 2021.

The report stated that the projected outturn as at 31 March 2022 for all services reporting to this Policy Board was an overspend position of £0.060 million. The projected capital outturn as at 31 March 2022 for projects reporting to this Policy Board was a breakeven position against the revised budget for the year. Summaries were provided for the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2021/22 the projected outturn position was split into core and Covid-19 related variances to assist understanding of the impact of the pandemic on service finances. It was highlighted that revenue budget adjustments totalling £0.128 million, comprising Government funding of £0.336 million for the Summer of Play project and savings of £0.208 million within the Developing Communities and Placeshaping section arising from the Right for Renfrewshire initiative had been processed since consideration of the previous report. In addition, the report stated that capital budget changes totalling £3.390 million had arisen which reflected budget carry forward from 2021/2022 to 2022/23 in respect of the Improvements to Existing Properties budget heading. The report detailed the reasons for the re-profiling.

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 **Greenspaces, Parks & Play Areas and Villages Investment Fund**

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

The report indicated that in the current application round three applications, from Friends of Jenny's Well, Klas Care Linwood and Inchinnan Community and Social Association, full details of which were provided in Appendix 1 of the report, had been assessed and met the criteria for approval of grant funding. Details of fund allocations and balances were also provided.

In addition, the report detailed a number of examples of communities and community groups that had become more active and engaged in improving and developing their local environment, local communities and green spaces, building community capacity and engagement at a local level. Information was also provided in respect of funding being targeted at school's eco-groups to help them develop environmental projects in their local communities linked to the COP26 Climate Change Summit. It was noted that the lead officer for the Villages Investment Fund programme would attend the next meetings of the Villages and the Erskine, Inchinnan, Bishopton & Langbank Local Partnerships to highlight the work carried out to date and that there was around £110,000 currently available within the fund for further projects.

DECIDED:

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

(b) That it be agreed that the projects, detailed in section 3 of the report and Appendix 1, be awarded grant funding totalling £58,000 to support community groups; and

(c) That £70,000 be allocated to support delivery of environmental projects developed by eco-groups within local schools in line with the aspirations of COP26 and £40,000 be allocated to support local projects and improvements being championed by Team Up to Clean Up volunteers as detailed in Section 4 of the report.

4 **Community Empowerment Fund**

There was submitted a report by the Chief Executive relative to applications received for funding from the Community Empowerment Fund in the 16th round of funding. The total value of requested grant funding during the current round of funding was £200,000.

A cross-service panel of officers had been established to review and assess applications to the Community Empowerment Fund against agreed objectives and

criteria. The report outlined the key objectives and aims of the Fund and indicated that one new application had been received in the current round of funding and considered, together with two deferred applications. A summary of the application for funding from Thorn Athletic Community Trust was provided.

DECIDED: That the Board approve the recommendation, as detailed in Section 4 of the report and Appendix 1, to award £50,000 to Thorn Athletic Community Trust to upgrade facilities at the McMaster Sports Centre, Johnstone.

5(a) **Service Delivery Plan 2021/22 Mid Year Monitoring Report - Chief Executive's**

There was submitted a report by the Chief Executive relative to the performance of the Chief Executive's Service during the period 1 April to 30 September 2021 in relation to the achievements of the Service, implementation of the action plan linked to the 2021/22 Service Delivery Plan, together with an assessment of performance in terms of the service scorecard of core performance indicators and an overview of Service priorities for the next six-month period.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements were in place for 2021/22. Rather than Service Improvement Plans, each Director had submitted a Service Delivery Plan covering a 12-month period. This plan set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the Council's recovery and renewal agenda. The Service Delivery Plan for the Chief Executive's Service had been approved at the meeting of this Policy Board held on 16 March 2021.

DECIDED:

(i) That the achievements of the Chief Executive's Services, during the first six months of 2021/22, which fell within the remit of this Policy Board, be noted;

(ii) That it be noted that a mid-year report would be submitted to the meeting of the Finance, Resources & Customer Services Policy Board to be held on 10 November 2021 in respect of service areas falling within the remit of that Policy Board; and

(iii) That otherwise the report be noted.

5(b) **Service Delivery Plan 2021/22 Mid Year Monitoring Report - Children's Services**

There was submitted a report by the Director of Children's Services relative to the performance of Children's Services during the period 1 April to 30 September 2021 in relation to the achievements of the Service, implementation of the action plan linked to the 2021/22 Service Delivery Plan, together with an assessment of performance in terms of the service scorecard of core performance indicators and an overview of Service priorities for the next six-month period.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements were in place for 2021/22. Rather than Service Improvement Plans, each Director had submitted a Service Delivery Plan covering a 12-month period. This plan set out the priorities for each service area as it continued to deliver a crisis response where required but

also began to build back services and support the council's recovery and renewal agenda. The Service Delivery Plan for Children's Services had been approved at the meeting of this Policy Board held on 16 March 2021.

DECIDED:

(i) That the achievements of Children's Services during 2021/22, which fell within the remit of this Policy Board, be noted;

(ii) That it be noted that a mid-year report would be submitted to the meeting of the Education & Children's Services Policy Board to be held on 28 October 2021 in respect of service areas falling within the remit of that Policy Board; and

(iii) That otherwise the report be noted.

5(c) Service Delivery Plan 2021/22 Mid Year Monitoring Report - Communities & Housing Services

There was submitted a report by the Director of Communities & Housing Services relative to the performance of Communities & Housing Services during the period 1 April to 30 September 2021 in relation to the achievements of the Service, implementation of the action plan linked to the 2021/22 Service Delivery Plan, together with an assessment of performance in terms of the service scorecard of core performance indicators and an overview of Service priorities for the next six-month period.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements were in place for 2021/22. Rather than Service Improvement Plans, each Director had submitted a Service Delivery Plan covering a 12-month period. This plan set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the council's recovery and renewal agenda. The Service Delivery Plan for Communities and Housing Services had been approved at the meeting of this Policy Board held on 16 March 2021

DECIDED:

(i) That the achievements of Communities & Housing Services during the first six months of 2021/22, which fell within the remit of this Policy Board, be noted;

(ii) That it be noted that a mid-year report would be submitted to the meeting of the Infrastructure, Land & Environment Policy Board to be held on 3 November 2021 in respect of service areas falling within the remit of that Policy Board; and

(iii) That otherwise the report be noted.

6 Renfrewshire Strategic Housing Investment Plan 2022/27

There was submitted a joint report by the Chief Executive and Director of Communities & Housing Services relative to the Renfrewshire Strategic Housing Investment Plan 2022/27.

The report indicated that the Strategic Housing Investment Plan (SHIP), which detailed how the Council and partners would deliver new affordable homes across

Renfrewshire over the next five-year period, and how the delivery of existing projects currently included within the plan would be maximised. It was noted that funding for affordable housing would be targeted to achieve the objectives contained within Renfrewshire's Local Housing Strategy and be reviewed and updated annually. The Renfrewshire SHIP 2022/27, a copy of which was appended to the report, had been developed following consultation and took cognisance of projects which were expected to complete, potential slippage and estimates of when new projects could potentially be brought forward. The finalised Plan incorporated the issues raised via the comments received during the consultation process. Details of the Future Resource Planning Assumptions for the period 2021/26 were also provided. It was noted that, subject to approval, the Renfrewshire SHIP 2022/27 would be submitted to the Scottish Government.

DECIDED:

(a) That the Renfrewshire Strategic Housing Investment Plan 2022/27 be approved; and

(b) That it be noted that the Renfrewshire Strategic Housing Investment Plan 2022/27 would be submitted to the Scottish Government.

7 Renfrewshire Local Housing Strategy: Annual Update 2021

There was submitted a joint report by the Chief Executive and Director of Communities & Housing Services relative to the Renfrewshire Local Housing Strategy 2016/21 annual update for 2021, a copy of which was appended to the report.

The Local Housing Strategy (LHS) outlined the strategic vision for housing and housing-related services in Renfrewshire and sought to provide clear direction for strategic housing investment. The LHS linked with other key plans and strategies including the Local Development Plan, Our Renfrewshire - Renfrewshire's Community Plan 2017/27 and the Renfrewshire Health and Social Care Partnership Strategic Plan. The report highlighted key achievements and progress, during the previous 12-month period, in the delivery of identified outcomes and actions within the Renfrewshire LHS.

The report also outlined the work being undertaken and anticipated timeline for preparation of the draft Local Housing Strategy 2022/27.

DECIDED: That the progress in implementing the actions of the Renfrewshire Local Housing Strategy 2016/21 be noted.

8 Annual Housing Performance Benchmarking Report 2020/21

There was submitted a report by the Director of Communities & Housing Services relative to the annual Housing Performance Benchmarking Report 2020/21, a copy of which was appended to the report, and which had been submitted to the Scottish Housing Regulator during May 2021.

The report provided information and analysis on the Council's performance during 2020/21 in relation to key Housing Charter indicators, such as tenant satisfaction, housing quality and maintenance, customer and landlord relationship, estate management, anti-social behaviour, neighbourhood nuisance, tenant disputes,

homelessness, rents and services charges. Comparative information was provided in respect of other local authorities and Registered Social Landlords (RSLs).

DECIDED: That the Council's performance during 2020/21, in relation to key Housing Charter indicators, compared to other Social Landlords be noted.

9 **Social Housing Charter Performance: 2021/22 Half Year Update**

There was submitted a report by the Director of Communities & Housing Services relative to the 2021/22 Half-Year Update report on Scottish Social Housing Charter Performance.

The report advised that local authorities and Registered Social Landlords (RSLs) required to submit an annual return relating to their performance to the Scottish Housing Regulator, by the end of May each year. The report indicated that the Renfrewshire Council 2021/22 Half-Year Update on Scottish Social Housing Charter Performance, a copy of which was appended to the report, provided information in relation to performance in terms of the Charter indicators during the first six months of 2021/22, together with comparative data for the previous three-year period and key management information. It was highlighted that the annual Housing Performance Benchmarking Report 2020/21, considered at item 8 of this Minute, provided performance information for 2020/21 in comparison with other Scottish local authorities and social landlords.

DECIDED: That the Renfrewshire Council 2021/22 Half-Year Update Social Housing Charter Performance Report, a copy of which was attached as Appendix 1 of the report, be noted.

10 **Regulation of Social Housing – Assurance Statement 2021**

There was submitted a report by the Director of Communities & Housing Services relative to the Annual Assurance Statement 2021 which the Council required to submit to the Scottish Housing Regulator in terms of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland.

The report referred to the regular reports submitted to this Policy Board on housing services performance and benchmarking which demonstrated continuing strong performance across most areas of the housing service during 2020/21 and identified areas for improvement. Reference was made to the impact of the Coronavirus pandemic on housing services and highlighted areas where it had not been possible to achieve full compliance as a result of the pandemic. Appendix 1 of the report detailed the Regulator's Framework requirements for all local authorities and Registered Social Landlords (RSLs) and provided evidence to demonstrate Renfrewshire Council's compliance. A copy of the proposed Annual Assurance Statement 2021 for Renfrewshire Council was attached as Appendix 2 of the report, for approval.

The Director of Communities & Housing Services advised that the report indicated that there were no Health & Safety Executive (HSE) reportable incidents. However, since publication, the Service had been advised that a reportable incident had occurred at a Council property. This had been reported to HSE, as required, who would investigate. The matter had also been posted on the portal of the Scottish Housing Regulator. It was highlighted that the Annual Assurance Statement 2021, Appendix 2 of the Report, would be amended accordingly prior to it being signed by

the Convener.

DECIDED:

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

(b) That the Renfrewshire Council Annual Assurance Statement 2021, Appendix 2 of the report, be approved for submission to the Scottish Housing Regulator subject to amendment as indicated by the Director in the verbal update provided at the meeting.

11 Renfrewshire Anti-Social Behaviour Strategy 2021/24: Draft for Consultation

There was submitted a report by the Director of Communities & Housing Services relative to the Draft Renfrewshire Anti-Social Behaviour Strategy 2021/24.

The report stated that the Anti-social Behaviour etc. (Scotland) Act 2004 required local authorities and the Chief Constable of Police Scotland to produce a strategy for dealing with anti-social behaviour. The Renfrewshire Anti-Social Behaviour (ASB) Strategy was aligned to the National Framework 'Promoting Positive Outcomes: Working together to Prevent Antisocial Behaviour in Scotland' and the associated four pillars of prevention, early intervention, enforcement, and rehabilitation.

The Draft Renfrewshire Anti-Social Behaviour Strategy 2021/24, a copy of which was appended to the report, had been developed with a range of statutory, voluntary and community partners whilst taking account of legislative requirements. The report sought approval to undertake consultation in relation to the draft ASB strategy and it was noted that it was anticipated that the finalised ASB Strategy would be submitted for consideration to the meeting of this Policy Board to be held on 18 January 2022.

The outcomes and priorities detailed within the Draft Renfrewshire Strategy 2021/24 had been developed based on evidence, such as complaints reported through various channels and consultation via the Renfrewshire Public Services Panel. A copy of the Action Plan was also provided at Appendix 2 of the report, and reflected improvement actions that had been identified during the course of the review. It was highlighted that the Action Plan had been informed by consultation with stakeholders.

DECIDED:

(a) That the draft Renfrewshire Anti-Social Behaviour Strategy 2021/24 be approved for consultation;

(b) That the proactive approach being adopted by a range of statutory, voluntary and community partners to tackle anti-social behaviour within Renfrewshire be noted;

(c) That the action plan developed following the review of policy and procedures be noted; and

(d) That it be agreed that an annual update on the progress of the Anti-social Behaviour Strategy and delivery of the Action Plan would be submitted to this Policy Board.

12 **Tenant Hardship Grant Fund**

There was submitted a report by the Director of Communities & Housing Services relative to the Tenant Hardship Grant Fund.

The report advised that the Scottish Government had launched a £10 million grant fund to support private and social rented tenants who had incurred rent arrears in the period 23 March 2020 to 9 August 2021 as a direct result of the Coronavirus pandemic. Renfrewshire Council had been awarded £225,000 of this funding with the objective of preventing homelessness and sustaining tenancies by directly reducing, alleviating or paying off rent arrears altogether, where a tenant was in either the social or private sector, and had faced difficulties due to Coronavirus. The Renfrewshire allocation comprised £214,000 for use as grant funding and £11,000 for administration costs.

DECIDED:

(a) That the award of £225,000 from the Scottish Government in relation to the Tenant Hardship Grant Fund be accepted;

(b) That authority be delegated to the Director of Communities & Housing Services, in consultation with the Director of Finance & Resources, to administer and distribute the funds for Renfrewshire residents in line with the Scottish Government Guidance and the relevant Financial Regulations; and

(c) That it be noted that monitoring reports on the delivery of the Fund would be submitted to the Scottish Government and this Policy Board.

13 **Home Contents Insurance**

Under reference to Item 12 of the Minute of the meeting of the Council held on 13 May 2021 there was submitted a report by the Director of Communities & Housing Services relative to compulsory home insurance and providing an overview of the Renfrewshire Council Home Insurance Scheme available to all tenants.

The report advised that in accordance with the decision taken at the meeting of the Council held on 13 May 2021 relating to the notice of motion in connection with compulsory home insurance the Council had written to the Scottish and UK Governments with a view to introducing legislation making home insurance compulsory for all households. It was highlighted that at present home contents insurance was not mandatory within the UK, and there were currently no plans to amend existing legislation to do so. A copy of the response from HM Treasury was appended to the report. No response had, as yet, been received from the Scottish Government however it was noted that there were no proposals relating to Home Insurance included within the Scottish Parliament's current programme of legislative changes. Renfrewshire Council offered a low-cost home contents insurance scheme, provided by Aviva Insurance Limited, to all Council tenants. The scheme was optional, and all new tenants were made aware of the scheme, however, there was a low up-take with tenants opting for other insurance schemes or continuing

without insurance. Currently 6% of tenants were Renfrewshire Council Home Contents Insurance Scheme policyholders. Information relating to the current scheme, which came into effect on 1 January 2020 following a tender exercise, was included within the new tenant information pack and on the Council's website. It was noted that further opportunities for promotion of the scheme were being investigated. It was further noted that policies remained in place from the date of commencement as long as tenants continued to pay the premiums. In this way tenants, when signed up at the outset of their tenancy or in the course of their current tenancy, did not require to take further action to safeguard their cover, other than maintaining payments, which were deducted directly from the tenants' rent account. In the event payment of a premium was missed, contact was made with the tenant and advice and support in relation to payment issues was provided by Housing Services staff. Tenants were also made aware that their insurance cover might be at risk.

DECIDED: That the current home contents insurance scheme available to Council tenants and the steps being taken to further promote the scheme be noted.

Sederunt

Councillor Hood, having previously declared an interest in the following item of business, left the meeting.

14 Housing Allocations: Housing Rule 2.5

There were submitted intimations by the Director of Communities & Housing Services in terms of Housing Rule 2.5, which required all housing allocations which involved either (i) Council members or their immediate families or (ii) members of staff of the Housing Services Division or their immediate families to be notified to the relevant Policy Board.

DECIDED: That the intimations be noted.

Sederunt

Councillor Hood re-joined the meeting.

15 Community Justice Update and Annual Return 2020/21

There was submitted a report by the Director of Children's Services relative to the Community Justice Renfrewshire Annual Report 2020/21, a copy of the template for which, was appended to the report.

The report advised that the Renfrewshire Community Justice Outcomes Improvement Plan (CJOIP) 2018/21, published on 1 April 2018, had outlined how the Community Justice Renfrewshire Partnership would reduce re-offending locally. The document also highlighted key local priorities, which had been identified through needs assessment and interaction with stakeholders and national priorities which required to be reported against and were contained within the National Strategy for Community Justice and the Outcomes, Performance and Improvement Framework.

The report indicated that Renfrewshire's CJOIP had been due to be updated by April 2021, however in recognition of the impact of the pandemic on taking forward

actions, it had been agreed by Community Justice Scotland (CJS) that Plans due for submission in 2021 could continue until 31 December 2021. During May 2021, the Scottish Government (SG) and CJS had issued a joint statement in relation to the review of the National Strategy for Community Justice and Review of the Outcomes, Performance, and Improvement Framework. This was planned for March 2022. Given that local authorities required to review their CJOIPs after the publication of these frameworks it had been advised that it was pragmatic for local authorities in this position to delay publication. On that basis it was proposed that Renfrewshire utilised this time to develop its CJOIP for 2022/25.

The Community Justice Renfrewshire Annual Report, covering the period 1 April 2020 to 31 March 2021, required to be published and submitted to Community Justice Scotland by 15 October 2021. The template for the annual report had been produced by Community Justice Scotland to assist local partnerships to capture a range of data in a way that allowed local partners to highlight key aspects of community justice activities, outcomes and improvements over the specified period without it being onerous or time/resource demanding. It was highlighted that meeting operational demands and statutory requirements during the pandemic had been prioritised by services to manage risk and meet need and that the post of Renfrewshire Council's Lead Officer for Community Justice had been vacant since September 2020, creating challenges in co-ordinating community justice activities.

DECIDED:

- (a) That the Reporting Template for the Community Justice Renfrewshire Annual Report 2020/21, a copy of which was appended to the report, be approved;
- (b) That it be noted that the Community Justice Renfrewshire Annual Report Template 2019/20 required to be published by 15 October 2021 and thereafter submitted to Community Justice Scotland;
- (c) That the Criminal Justice Services Manager be authorised to make minimal changes to the report if required, prior to publication; and
- (d) That it be agreed that the Renfrewshire Community Justice Outcomes Improvement Plan for 2018/21, be updated in March 2022, for 2022/25 following the review of the National Strategy for Community Justice and Outcomes, Performance and Improvement Framework.

16 **Get Into Summer**

There was submitted a report by the Director of Communities & Housing Services relative to the Get into Summer initiative.

The report stated that the Scottish Government had committed £20 million for the provision of activities during the 2021 summer holiday period to improve the wellbeing of children and young people particularly impacted by the Coronavirus pandemic. CoSLA Leaders had approved the allocation of £15 million of this funding to Local Authorities to enhance local delivery.

Renfrewshire Council had been allocated £436,000 of this funding, which had been used to deliver a highly successful programme of activities for children, families and young people, and encouraged them to reconnect with their environment, communities and peers following the periods of isolation that were required during

lockdown. The report noted the multi-agency, universal and targeted work developed and delivered across Renfrewshire throughout the summer holiday period as part of the National Get into Summer initiative. A copy of the final detailed evaluation report submitted to the Scottish Government was appended to the report.

DECIDED:

(a) That the ambitious and successful Summer of Play programme developed and delivered in Renfrewshire during the summer of 2021, as detailed in section 3 of the report, be noted; and

(b) That the comprehensive evaluation report submitted to the Scottish Government, in compliance with the required submission date of 24 September 2021, a copy of which was appended to the report, be noted.

17 Draft Renfrewshire Water Safety Policy

Under reference to Item 2 of the Minute of the meeting of the Council held on 30 September 2021 there was submitted a report by the Director of Communities & Housing Services relative to the draft Renfrewshire Water Safety Policy.

The report detailed work undertaken to date to formalise water safety action across Renfrewshire and a copy of the draft Renfrewshire Water Safety Policy was appended to the report. The policy related to all waterways across Renfrewshire and focused on Background/legislation, Renfrewshire Incidents, Council responsibilities, Private Landowner responsibilities, Renfrewshire Water Safety Working Group, Education, Suicide Prevention, Public Rescue Equipment (PRE), Risk Assessments and Renfrewshire Council commitment to Water Safety. It was highlighted that consultation would be undertaken in respect of the draft Policy, design arrangements made to enable the Policy to be easy to read and follow and that the proposed final Policy would be submitted to the next meeting of this Policy Board for consideration.

DECIDED:

(a) That the report and work undertaken so far to formalise arrangements to support water safety across Renfrewshire be noted;

(b) That the content of the draft Water Safety Policy for Renfrewshire be noted; and

(c) That arrangements be made to submit the finalised Water Safety Policy for Renfrewshire for consideration to the next meeting of this Policy Board.

18 Disposal of Land for new substation (Tannahill Area, Ferguslie Park)

Under reference to Item 8 of the Minute of the meeting of this Policy Board held on 19 January 2021 there was submitted a report by the Chief Executive relative to a change to the location of a small area of land to be disposed of to SP Distribution plc (SPD) for the formation of a sub-station in the Tannahill area of Ferguslie Park.

The report advised that this Policy Board had previously approved the sale of land to SPD to allow construction of a new substation which was required to provide power to new Council homes currently under construction. Subsequently SPD had

requested a change to the location of the substation resulting from detailed design and technical requirements and a copy of location plan, ESC 94032-(1)-002 Revision Plan, identifying the land involved was appended to the report. Approval was sought for the disposal of the land at the revised location in substitution for the originally proposed location. It was highlighted that all other terms and conditions remained as detailed in the report approved at the meeting of this Policy Board held on 19 January 2021.

DECIDED:

(a) That the substitution of the plan ESC 94032-(1)-002 Revision B for the plan appended to the report on this matter submitted and approved at the meeting of this Policy Board held on 19 January 2021 be confirmed;

(b) That it be noted that the area of land declared surplus for the formation of the substation had been relocated slightly, as outlined in red on the plan appended to the report;

(c) That it be noted that the associated servitude routes had been amended to accord with the new location for the substation; and

(d) That it be noted that the completion of the sale of the land to SPD would be completed on the terms detailed in the report approved at the meeting of this Policy Board held on 9 January 2021, apart from the location of the substation.

19 **Renfrewshire Local Development Plan – Development Plan Scheme 2021**

There was submitted a report by the Chief Executive relative to the annual Renfrewshire Development Plan Scheme 2021, a copy of which was appended to the report.

The report stated that the Development Plan Scheme 2021 detailed the programme for preparation and review of the Local Development Plan. The scheme detailed the work required, in terms of the Planning (Scotland) Act 2019 to prepare the Renfrewshire Local Development Plan 3 and being progressed to inform the preparation of National Planning Framework 4 and a Regional Spatial Strategy for the Glasgow City Region. It was highlighted that the Renfrewshire Development Plan Scheme 2021 would be submitted to Scottish Ministers and made available to view online.

In addition, the report highlighted that following the publication of National Planning framework 4 and new Development Planning Regulations, which was anticipated to be during 2022, the timetable for preparing the next Local Development Plan for Renfrewshire would be updated.

DECIDED: That the Renfrewshire Development Plan Scheme 2021 be approved.

20 **National Planning Framework 4 – Housing Land Requirements**

There was submitted a joint report by the Chief Executive and Director of Communities & Housing Services relative to National Planning Framework 4 preparation and, in particular, the consultation exercise undertaken by the Scottish Government on an updated Minimum All-Tenure Housing Land Requirement for Scotland.

The report advised that the Scottish Government was currently progressing a detailed work programme to implement the Planning (Scotland) Act 2019. This included the preparation of National Planning Framework 4 along with further regulations, plans and strategies which would support proposals to transform the Scottish planning system. This involved extensive consultation. The Planning (Scotland) Act 2019 required the National Planning Framework to include 'Targets for the use of land in different areas of Scotland for housing' and in this connection the Scottish Government had written to Local Authority Heads of Planning and Heads of Housing to seek their input on meeting the statutory requirement of the 2019 Act relating to housing. A discussion paper setting out a proposed methodology that could be used for setting targets for housing had been developed, followed by a consultation exercise on Minimum All-Tenure Housing Land Requirements. Officers had prepared and submitted a response on behalf of the Glasgow City Region Housing Market Partnership. A copy of the response was attached as Appendix 1 of the report. The consultation response welcomed a consistent approach but raised concerns to such a simplistic approach, which did not go into the detail that housing need and demand assessments required to ensure the housing needs and requirements of communities were identified. It was therefore significant to note that the submitted response was an indicative and conditional initial view as this minimum all-tenure housing land requirement would set the basis for a detailed housing need and demand assessment which would inform and provide a robust evidence base for the preparation of Renfrewshire Local Development Plan 3.

DECIDED: That the recent Scottish Government consultation on Housing Land Requirements to inform the emerging National Planning Framework 4 and the consultation response appended to the report be noted.

21 **Proposal of Application Notices**

There was submitted a report by the Chief Executive relative to the proposal of application notice 21/1451/PN.

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

22 **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.

- 22(a) **20/0597/PP : Erection of residential development, comprising fifty nine dwellinghouses and twenty flats with ancillary roads, parking, and landscaping at Reid Linwood Building, 48 Napier Street, Linwood, Paisley by Merchant Homes Partnership Ltd**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the application be granted subject to the conditions and reasons detailed within the report and the applicants entering a Section 75 agreement to build a synthetic training pitch adjacent to the full size 3G pitch at the Mossedge Village and the proposed terms of the agreement being submitted to the Policy Board for approval. This was agreed.

DECIDED: That the application be granted subject to the conditions and reasons detailed within the report and the applicants entering a Section 75 agreement to build a synthetic training pitch adjacent to the full size 3G pitch at the Mossedge Village and the proposed terms of the agreement being submitted to the Policy Board for approval.

- 22(b) **19/0456/PP: Erection of 39 dwellinghouses and associated infrastructure at Yard A, Station Road, Bridge of Weir by L&S Homes**

Councillor J McLaren, seconded by Councillor Graham, 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.

- 22(c) **20/0813/PP: Demolition of C Listed Building at St Joseph's Nursing Home Dormitory Block, St Joseph's Nursing Home, Kilbirnie Road, Lochwinnoch by Graiseley Investments Ltd**

Councillor McGurk, 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.

- 22(d) **21/0034/PP: Installation of greener grid park including energy management and battery storage containers with associated access, landscaping and fencing at Site 400 Metres North West Of Sergeantlaw, Gleniffer Road, Paisley by Statkraft UK Ltd**

Councillor McGurk, seconded by Councillor McNaughtan, moved that the application be refused for the reasons detailed within the report. This was agreed.

DECIDED: That that the application be refused for the reasons detailed in the report.

Exclusion of Press and Public

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraphs 13(b) and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

23 Exemption from Access Rights Order: Section 11 Land Reform (Scotland) Act 2003

There was submitted a report by the Director of Communities & Housing relative to a request received for an Exemption from Access Rights Order in terms of section 11 of the Land Reform (Scotland) Act 2003.

DECIDED: That the recommendations, detailed in the report, be approved.

Minute of Meeting

Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 17 August 2021	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors E Devine, M McGurk, J MacLaren, M MacLaren and J McNaughtan.

CHAIR

Councillor McGurk, Convener, presided.

IN ATTENDANCE

M Crearie, Director of Communities & Housing Services; O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities & Housing Services); C MacDonald, 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, Chief Superintendent and J Kyle, Chief Inspector (both Police Scotland); D McCarrey, Area Commander and M Hill, Group Manager, (Scottish Fire & Rescue Service).

DECLARATIONS OF INTEREST

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

RECORDING OF MEETING

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be webcast live via the Council's website and outlined the basic rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

1 **SCOTTISH FIRE & RESCUE SERVICE - RENFREWSHIRE PERFORMANCE REPORT - 1 APRIL - 30 JUNE 2021**

There was submitted a report, in an infographics format, by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and Local Fire and Rescue Service Plan priorities in the Renfrewshire area during period 1 April to 30 June 2021.

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 had shown an increase of 60% (nine incidents) when compared to the same quarter last year, however the three-year average trend continued to decline. The report identified an increase of 26% (10 incidents) in Accidental Dwelling Fires and detailed factors which contributed to these. One fatality was recorded, with the remaining cases being slight injuries. An increase in deliberate fire setting of 27% (50) incidents was reported compared to Q1 last year. Secondary fires accounted for 91% of activity within that indicator.

A decrease of 15% in non-domestic incidents was reported with no firefighting action required in four cases. Residential care homes remained the highest category of reported incidents.

DECIDED: That the contents of the report be noted.

2 **SPOTLIGHT BY SCOTTISH FIRE AND RESCUE SERVICE ON UNWANTED FIRE ALARM SIGNALS (UFAS)/TAKE-5**

A presentation was made by the Area Commander of Scottish Fire & Rescue Service on Unwanted Fire Alarm Signals (UFAS)/TAKE-5 and the measures which would be implemented to reduce the numbers. A public consultation on Options for Responding to Automatic Fire Alarms (AFAs) had commenced on 19 July 2021 for a period of 12 weeks. The responses to the consultation would be used to identify the best response to AFAs, to reduce the burden placed on the Service and partners by unwanted fire alarm signals and allow use of resources more effectively and help to make our communities even safer.

Information was provided on how often UAFAs occur, the number each year, the costs incurred and the percentage of these of incidents attended which were unintentional. AFA's are the main factor and only 2% of calls initiated by AFA's were actual fire related events. The number of these had increased annually since 2013/14.

DECIDED: That the presentation be noted.

3 **POLICE SCOTLAND RENFREWSHIRE PERFORMANCE SUMMARY REPORT - 1 APRIL - 30 JUNE 2021**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April to 30 June 2021.

The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2020/21, together with comparative data. The report provided, in an infographics format, local updates in relation to the Police Scotland priorities of violence and anti-social behaviour; acquisitive crime; public protection; major crime & terrorism and road safety & road crime.

Violence against emergency workers had fallen as compared to the previous year, with 58 of 434 common assaults targeting police and other emergency workers (compared to 74 in the same period the previous year). The volume of recorded crime and offences had fallen by 3.5% on the previous year and by 12.8% on the preceding five year average, with a longer term decrease in non-sexual crimes of violence, crimes of dishonesty, fire raising and malicious mischief.

The Chief Superintendent advised that water safety was the subject of increased focus following the tragic death of one person in Renfrewshire within the last quarter. Multi-agency focus groups had been established and would be engaging with schools and other youth groups to increase awareness of the risks around water.

DECIDED: That the report be noted.

4 **POLICE SCOTLAND AND SCOTTISH POLICE AUTHORITY (SPA) - REVIEW OF DEVELOPMENT OF LOCAL POLICE PLANS**

There was submitted a report by the Director of Communities and Housing Services relative to the review of the development of Local Police Plans.

Under the Police and Fire Reform (Scotland) Act 2012, local policing commanders prepare a Local Police Plan (LPP) for each of Scotland's 32 local authorities. The Local Police Plan sets out the approach to policing in the area and was shared with the appropriate local authority for the area. The above Act required Local Police Plans to be reviewed at least every three years or whenever a new Strategic Police Plan (SPP) was agreed. The latest Strategic Police Plan, known as the Joint Strategy for Policing - Policing for a Safe, Protected and Resilient Scotland ('the Strategy') was approved in 2020. The Act sets out the areas for inclusion in the Local Police Plans and included: the priorities, objectives and arrangements for policing in the local area; an overview of how these were determined; the contribution of policing to local and community planning; and information on performance monitoring.

Police Scotland, the Scottish Police Authority (SPA) and COSLA had agreed to collaborate on a review of the development of the latest Local Police Plans to identify areas of development and best practice which would then inform future local planning processes. The review sought the views of local authority elected members and officials involved in the last planning cycle and leading on scrutiny of local policing, in addition to the views of Police Scotland's divisional and local commanders. It was predicted that the review would conclude in 2021/22 allowing learning from the review to be incorporated into the planning process for the next round of Local Police Plans.

The first stage of the review and an initial short survey was launched by Police Scotland and the SPA on 27 June 2021. In the response Renfrewshire Council welcomed the opportunity to respond to the short survey and feed into the wider review of local police plans. A response, which was attached as Appendix 1 to the report, had been prepared and submitted on behalf of the Council prior to 31 July 2021 which was within the timescales set.

DECIDED:

- (a) That the on-going review of local police plans and the launch of the first phase with a short survey be noted; and
- (b) That the consultation response detailed in Appendix 1 to the report, submitted on behalf of the Council by the Director of Communities and Housing Services, be homologated.

5 POLICE SCOTLAND PUBLIC CONSULTATION ON THE USE OF BODY WORN VIDEO (BWV) CAMERAS

There was submitted a report by the Director of Communities and Housing Services relative to Police Scotland Public Consultation on the use of Body Worn Video (BWV) Cameras launched on 1 June 2021. The final date for submissions to the consultation was 20 August 2021. The response from the Council would be submitted within the timescales set by Police Scotland and a draft of this was attached for approval as Appendix 1.

Police Scotland had recently undertaken a national public consultation on BWV Cameras being used by armed police officers, particularly in relation to the COP26 event in Glasgow in October/November 2021. Due to the positive response received to this consultation, Police Scotland were now consulting on whether all police officers should wear body worn video cameras.

Officers from Police Scotland had provided a briefing paper on the proposed use of BWV Cameras to the last Police and Fire & Rescue Scrutiny Sub Committee on 18 May 2021.

The report provided details of the benefits that had been identified in using Body Worn Video cameras and the supporting Digital Evidence Management (DEM) software which would benefit Police Scotland, the public and partners.

Renfrewshire Council had approved the use of BWV Cameras in 2010 for the Renfrewshire Warden service and these were now part of PPE for all situations, and were used, if necessary, in the conduct of their role. The proposed consultation response built on this positive experience and made recommendations relating to the use, governance and training required for officers making use of this technology.

DECIDED:

- (a) That the publication of the consultation by Police Scotland on the use of Body Worn Video (BWV) cameras be noted; and
- (b) That the Council's consultation response as detailed in Appendix 1 to this report be approved.

6 LOCAL ISSUES

Councillor J MacLaren raised the issue of Police Scotland not attending Community Council meetings recently. The Chief Superintendent of Police Scotland advised that as the meetings were held using Zoom platform they were unable to join as this system is not approved for use by Police Scotland. He further advised that in future Police Scotland would attempt to connect by telephone and would also ensure that written reports would be provided for all Community Councils.

DECIDED: That the information provided by the Chief Superintendent be noted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 27 October 2021	10:00	Remotely by MS Teams ,

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Gray, Senior Committee Services Officer, P Shiach, Senior Committee Services Officer, D Pole, End User Technician, G McIntosh, Civic Government Enforcement Officer (for items 1 to 10 only), E Graham, Administrative Assistant (Licensing) (for items 10 to 15 only) and R McCallum, Administrative Assistant (all Finance & Resources).

Recording of Meeting

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

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 3 of the agenda after item 7(d) of the agenda.

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

There was submitted the undernoted application for renewal of a Late Hours Catering Licence. The applicant had been asked to appear personally for the first time together with Bishopton Community Council who had submitted a representation to the application:-

Applicant: Manjit Kaur

Premises: Chapati 9, 3 Greenock Road, Bishopton

Authorised activity: takeaway

Operating hours: Sunday to Thursday – 11.00 pm to 12 midnight and
Friday and Saturday – 11.00 pm to 1.00 am

Licence No.: LHC074

There was no appearance by or on behalf of Mr Kaur, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. Bishopton Community Council had also indicated that there would be no representation by them at the meeting and requested that the Board consider the written representation submitted. After consideration of all matters before the Board, the Convener proposed that Mr Kaur's application for renewal of a Late Hours Catering Licence be granted for a period of two years. This was agreed unanimously.

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

2 **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) Rafal Bielicki

There was no appearance by or on behalf of Mr Bielicki. The Assistant Managing Solicitor (Licensing) advised the Board that the outstanding matters had been resolved and that the application had been granted under delegated authority for a period of one year.

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

(b) James Clark

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

DECIDED: That the application be refused.

3 **Surrender and Re-issue of Taxi Operators' Licences**

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

(a) Present Operator: Iris Dougans
Proposed Operator: Scott Gibbons
Licence No.: TX022

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

DECIDED: That the application be granted.

(b) Present Operator: Susan Smith
Proposed Operator: Douglas Ronald
Licence No.: TX026

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

DECIDED: That the application be granted.

(c) Present Operator: Gary Brogan
Proposed Operator: David Paterson
Licence No.: TX069

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

DECIDED: That the application be granted.

4 **Review of Taxi Rank: Gilmour Street, Paisley**

There was submitted a report by the Director of Finance & Resources seeking authority to consult with the taxi trade and the wider public on a proposed new taxi rank (and feeder rank) in Gilmour Street, Paisley to replace the existing taxi rank provision there.

The report advised that officers in the Council's City Deal and Infrastructure Project Team had formulated a proposal to revoke the existing taxi rank (and feeder rank) in Gilmour Street, Paisley, and to appoint new ranks in their place. The existing taxi rank and feeder rank in Gilmour Street was approved on 18 September 1997 by the former Corporate Services Committee. The location of this rank was described at Appendix 1 and would allow spaces for eight taxis with an additional five spaces in a feeder rank located under the railway bridge at Gilmour Street.

The report indicated that the existing taxi rank provision continued to be used by the taxi trade, but the size of the current rank restricted the use of County Square for event space in Paisley Town Centre. In addition, representatives of taxi operators had previously suggested that traffic should be allowed to leave the taxi rank eastwards on Central Road, to facilitate taxi journeys to the south of Paisley. Currently taxi drivers needed to complete these journeys via the one-way system on Old Sneddon Street, resulting in increased peak time traffic congestion. Taxi representatives had also stated that they wished to maintain their close location to the main entrance to Paisley Gilmour Street Station, which provided high visibility for customers.

The report intimated that the new proposal would involve retention of a taxi rank, with six spaces for taxis, within County Square, together with a feeder rank containing a further eighteen spaces at Central Road. A description of the proposal was attached at Appendix 2 to the report, with an accompanying plan at Appendix 3. It was envisaged that the proposal would allow taxis to easily access the proposed feeder and main rank westwards on Central Road and to egress from the main rank by either the one way system or eastwards on Central Road. For comparison purposes, a plan of the existing layout at County Square was attached at Appendix 4.

The report advised that officers in the City Deal and Infrastructure Project Team had consulted informally with various stakeholders on possible changes to roads infrastructure and public realm works in Paisley Town Centre in Spring 2020 and again more recently in July 2021 to understand if there had been any changes in light of the Covid-19 pandemic. They had also consulted informally with representatives of the taxi trade on the proposal set out at Paragraph 3.5 of the report. Representatives of the taxi trade attended a meeting with Council officers on 20 February 2020, and again in a series of meetings in July 2021. At these meetings, taxi representatives indicated broad support for this proposal. In addition, New River, owners of the Piazza Shopping Centre, had been consulted on the proposed scheme as the feeder rank was located within the area of their ownership. Central Road was included in the current configuration of adopted roads and the scheme, if agreed, would proceed on that basis. Both the Director of Environment & Infrastructure and Head of Economy & Development were aware of, and supportive of, the proposal.

DECIDED:

- (a) That the proposed taxi ranks described at Appendix 2 and shown delineated in red on the plan at Appendix 3 of the report as suitable for consultation; be approved;
- (b) That officers be authorised to give notice to Police Scotland and to advertise the proposed new ranks in a newspaper circulating in the Council's area and to consult with representatives of the taxi trade in respect of the proposal;
- (c) That officers be instructed to bring a further report to the Board following consultation, reporting the results of the consultation; and
- (d) That the report be otherwise noted.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved to exclude the press and public from the meeting during consideration of items 5 and 6 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 3 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

5 Renewal of Taxi Driver's Licence - Personal Appearance

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

Roderick McIntosh T1276

There was no appearance by or on behalf of Mr McIntosh, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. Sergeant Robertson, on behalf of the Chief Constable who had submitted a representation in respect of the application was invited into the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

6 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) Mohammad Aziz

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

DECIDED: That the application be refused.

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

(b) Md Abdul Karim

Mr Karim, 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.

(c) Asad Chaudhry

Mr Chaudhry, 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 on one year.

(d) Zaid Hassen

There was no appearance by or on behalf of Mr Hassen 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 the application be granted for a period of one year. This was agreed unanimously.

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

Adjournment

The meeting adjourned at 11.35 am and reconvened at 11.45 am.

Admission of Press and Public

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

7 Variation of Private Hire Car Operator's Licence - Personal Appearance

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

Applicant: Stephen Aitken

Variation: exception to policy and standard condition 1

Licence No.: PH1332

Mr McCreadie, representing the applicant, Mr Aitken, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Aitken's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Aitken to operate his present vehicle, registration number NG14 LHU, for a period of one year from 31 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 27 October 2021. This was agreed unanimously.

DECIDED: That Mr Aitken's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Aitken to operate his present vehicle, registration number NG14 LHU, for a period of one year from 31 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 27 October 2021.

Exclusion of Press and Public

The Board resolved to exclude the press and public 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 could be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

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

There were submitted the undernoted applications for renewal of a Private Hire Car Operator's Licence and 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 objections to the applications:-

Anwar Ul-Haq Shafi PH1065 and P0724

There was no appearance by or on behalf of Mr Ul-Haq-Shafi, the applicant. Sergeant Robertson, on behalf of the Chief Constable who had submitted objections in respect of the applications was invited into the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider these applications. The meeting was reconvened and the Convener proposed that the application for renewal of a Private Hire Car Operator's Licence be refused. This was agreed unanimously.

The Convener further proposed that the application for renewal of a Private Hire Car Driver's Licence be refused. This was agreed unanimously.

DECIDED:

- (a) That the application for renewal of a Private Hire Car Operator's Licence be refused; and
- (b) That the application for renewal of a Private Hire Car Driver's Licence be refused.

9 Grant of Late Hours Catering Licence - Personal Appearance

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

Applicant: Muhammad Arshad

Premises: Salt & Chilli, 72 Netherhill Road, Paisley

Authorised activity: Indian takeaway

Operating hours: Sunday to Thursday – 11.00 pm to 12 midnight and
Friday and Saturday – 11.00 pm to 1.00 am

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

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

Adjournment

The meeting adjourned at 12.45 pm and reconvened at 1.30 pm.

10 Possible Suspension or Revocation of Private Hire Car Driver's Licence - Personal Appearance

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

Licence holder: Stephen Hastie

Licence No.: P0359

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

Following consideration of Mr Hastie's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened. The Convener proposed that Mr Hastie's Private Hire Car Driver's Licence be not suspended and that no further action be taken. This was agreed unanimously.

DECIDED: That Mr Hastie's Private Hire Car Driver's Licence be not suspended and that no further action be taken.

Sederunt

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

11 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:-

Mohammed Javid P0323

Mr Javid, the applicant joined the meeting by video call together with Sergeant Robertson, who also joined by video call on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened.

Councillor McNaughtan, seconded by Councillor Steel, moved that the application be granted for a period of two years.

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

On the vote being taken, five members voted for the motion and three members voted for the amendment. The motion was accordingly declared carried.

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

12 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:-

Morteza Honarmanozadeh

Mr Honarmanozadeh, 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.

13 **Renewal of Taxi Operator's Licence - Personal Appearance**

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

Vincent Dobbins TX045

Mr Dobbins, the applicant, was not in attendance and was represented by his son who 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 two years. This was agreed unanimously.

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

14 **Renewal of Street Trader's Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Street Trader's Licence. The applicant had been asked to appear personally for the first time together with the Director of Communities & Housing who had submitted an objection to the application:-

Applicant: Lois Larkin

Authorised goods: groceries, cold snacks, ice cream, ice lollies, confectionery and newspapers

Trading from: Ferguslie Park area, Paisley

Operating hours: 7 days per week – 10.00 am to 10.30 pm

Licence No.: ST528

Mrs Larkin, the applicant joined the meeting by video call together with Mr Hunter who also joined by video call, on behalf of the Director of Communities & Housing Services who had submitted an objection to the application. 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 granted for a period of two years. This was agreed unanimously.

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

15 **Application for 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:-

Kenneth Thomson

Mr Thomson, the applicant, joined the meeting by video call together with Mr Hunter who also joined by video call, on behalf of the Director of Communities & Housing Services who had submitted a report in relation to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application.

The meeting was reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 28 October 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Provost Lorraine Cameron, Councillor Karen Devine-Kennedy, Councillor Audrey Doig, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Scott Kerr, Councillor John McNaughtan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Mr Ravinder Singh, Councillor Jane Strang

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services, J Calder, Head of Service (Curriculum & Quality), G McKinlay, Head of Schools, J Trainer, Head of Childcare & Criminal Justice (all Children's Services); J Connolly, Senior Communications Officer (Chief Executive's); and G McLachlan, Senior Finance Manager, G Dickie, Partnering & Commissioning Manager, R Devine, E Gray and C MacDonald, Senior Democratic Services Officers, J Barron, Assistant Committee Services Officer, 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 of the Board would be webcast live on 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.

Apology

Ms Bird, Church of Scotland Representative.

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 17 September 2021

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 17 September 2021.

The report projected a revenue overspend of £0.844 million and an underspend of £0.4 million in respect of capital as at 31 March 2022 for Children's Services. It was noted that for financial year 2021/22 the projected outturn position was split into core and Covid-19 related variances.

DECIDED:

(a) That the projected revenue outturn position for Children's Services detailed in table 1 of the report be noted, and that it be further noted that the forecast position was based on best estimates and confirmed government support at the time and that forecasts were likely to be subject to fluctuation as the year progressed. The service would continue to mitigate any overspend as far as possible;

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

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

2 Children's Services Service Delivery Plan 2021/22 Mid Year Monitoring Report

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Delivery Plan 2021/22 Mid Year Monitoring Report.

The Children's Services Service Delivery Plan 2021/22 was approved at a meeting of this Board on 18 March 2021. This report set out the performance over the period 1 April 2021 to 30 September 2021 against the performance indicators and actions identified in the Service Delivery Plan.

The report highlighted a number of achievements for the service during the reporting period including adapting to changing guidance around the Covid-19 pandemic; work undertaken to reduced the poverty-related attainment gap; adoption of the Scottish Qualification Authority's alternative certification model in lieu of pupil examinations for the 2020/21 academic session; the full roll-out of 1140 hours of early learning and childcare across early years establishments; the publication of a Community Mental Health and Wellbeing Strategy; and the delivery of a comprehensive programme of

staff training and development to support educational recovery for those most impacted by the pandemic, focussing on literacy and numeracy.

DECIDED:

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

(b) That the achievements of Children's Services during 2021/22 which fall within the remit of this Board be noted; and

(c) That it be noted that a mid-year report was presented to the Communities, Housing and Planning Policy Board on 26 October 2021 in respect of service areas falling within the remit of that Board.

3 West Partnership Improvement Collaborative: Evaluation Report 2020-2021

There was submitted a report by the Director of Children's Services relative to the evaluation of work undertaken by the West Partnership (Glasgow Region Education Improvement Collaborative) in 2020/2021.

The report captured progress of three main West Partnership workstreams: Leadership, Empowerment and Improvement; Curriculum, Learning and Teaching and Assessment; and Collaborative Learning Networks, and used case studies to showcase the work which was undertaken to support local authorities. The report was considered and endorsed at the last Glasgow City Region Education Committee on 24 August 2021 with the recommendation that each council area considered the report through its own local governance arrangements.

DECIDED: That the contents of the report be noted.

4 West Partnership Improvement Collaborative: Improvement Plan 2021-2022

There was submitted a report by the Director of Children's Services relative to the content and process followed to develop the West Partnership Improvement Plan for 2021/2022.

The Partnership was required to produce an annual improvement plan linked to a three-year planning cycle which outlined the vision, purpose and key activities of the collaborative for the year ahead.

The report set out the three main workstreams which had been agreed to support the work of local authorities: Wellbeing for Learning; Leadership, Empowerment and Improvement; and Curriculum, Learning, Teaching and Assessment, and advised of a change to the format of a number of West Partnership networked groups. The plan was considered and endorsed at the last Glasgow City Region Education Committee on 24 August 2021 with the recommendation that each council area considered the plan through its own local governance arrangements.

DECIDED: That the content of the West Partnership Improvement Plan for 2021/2022 be noted.

5 **Education Update – Covid-19**

There was submitted a report by the Director of Children's Services relative to the impact of the Covid-19 pandemic on education provision in Renfrewshire.

The report provided information on updated risk assessments, mitigation measures which remained in place including physical distancing among staff, enhanced cleaning, restrictions on visitor numbers, the wearing of face coverings by secondary pupils, the use of CO2 monitors in schools to identify areas where there was a lack of ventilation, the encouragement of regular lateral flow testing among staff and secondary pupils and the roll out of vaccinations for 12-15 year-olds. Staff and pupil absence continued to be monitored on a school-by-school basis and an absence summary was provided in the report.

DECIDED: That the contents of the report be noted.

6 **SQA Alternative Certification Model**

There was submitted a report by the Director of Children's Services relative to the SQA's Alternative Certification Model (ACM).

The ACM was originally developed for National 5 courses, in response to the Deputy First Minister's announcement on 7 October 2020 of the cancellation of National 5 exams and expanded to cover Higher and Advanced Higher exams following their cancellation on 8 December 2020. The key difference from the traditional certification model was that schools were asked to take the lead on determining provisional grades based on assessment evidence.

The report provided a detailed summary of the ACM as well as information on its implementation and the attainment levels which were achieved while using it. It also set out the conclusions which could be drawn and the next steps including the resumption of SQA examinations in 2022 if safe to do so.

DECIDED:

(a) That the Board endorse the achievements of our young people during the 2020/21 session, noting the particular challenges posed by the changes to education and certification arising from the pandemic; and

(b) That the Board recognise the hard work and dedication of school staff in the implementation of the ACM.

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

There was submitted a report by the Director of Children's Services relative to delivery of the 1140 expansion programme in relation to early learning and childcare entitlement.

The report advised that in March 2020 the duty to deliver 1140 hours of ELC by August 2020 was removed due to the Covid-19 pandemic and that in March 2021 a new order was placed making 1140 hours of ELC effective from 1 August 2021. It noted that during the school session 2020/21 1140 hours of ELC was implemented where possible, with 94% of children in Renfrewshire receiving the increased hours.

The report provided a progress update on the 1140 Expansion Plan in Renfrewshire including statistics relating to the implementation and details on the expansion of the workforce and infrastructure to accommodate the increased provision.

DECIDED: That the hugely successful implementation of the 1140 expansion in Renfrewshire, as outlined in section 4 of the report, be noted.

8 Amendment to School Holiday Arrangements School Session 2021/2022

There was submitted a report by the Director of Children's Services relative to an amendment to the pattern of school holiday arrangements for the school session 2021/2022 following the announcement by both the UK and Scottish Governments that an additional public holiday would be granted in 2022 to create a four-day weekend to celebrate the Queen's Platinum Jubilee, in the first weekend of June 2022.

The proposed amendment was detailed in Appendix 1 to the report.

DECIDED: That the Director of Education and Children's Services be authorised to amend the school holiday arrangements for academic year 2021/2022 in line with Appendix 1 to the report.

9 School Holiday Arrangements School Session 2022/2023 - Amendment

There was submitted a report by the Director of Children's Services relative to an amendment to the pattern of school holiday arrangements for the school session beginning August 2022. The amendments were detailed in Appendix 1 to the report.

The report outlined the proposed amendment to the school holiday arrangements and noted that this would be required to align the dates with those of neighbouring councils.

DECIDED:

(a) That the Director of Children's Services be authorised to amend the school holiday arrangements for academic year 2022/2023 in line with Appendix 1 to the report; and

(b) That future school holiday dates would not be consulted upon until neighbouring local authorities confirm their arrangements.

10 Children's Social Work – COVID-19 Recovery Status Report

There was submitted a report by the Director of Children's Services relative to the implementation of the Children's Social Work – Covid -19 Recovery Status Report.

The report set out how services were impacted throughout the pandemic and advised that the majority of children's social work services continued to operate within the restrictions through the use of a range of tools including video and telephone calls and

in person contact. The service prioritised support to those most in need while continuing to deliver the statutory service and would continue to do so going forward.

DECIDED:

- (a) That the work undertaken by Children's Social Work throughout the past 19 months and the current state of operations be noted;
- (b) That it be noted that social work activities in Children's Services operated for most of the past 19 months with minimal disruption; and
- (c) That it be noted that the priority as recovery continued was to support additional capacity in buildings for the Whole Systems Team, the alcohol and drugs support team and Women and Children First Service.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 03 November 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Eddie Devine, Councillor Karen Devine-Kennedy, Councillor Audrey Doig, Councillor Neill Graham, Councillor John Hood, Councillor Scott Kerr, Councillor James MacLaren, Councillor Cathy McEwan, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Sharkey

Chair

Councillor McEwan, Convener, presided.

In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy and Development Services, and G Crawford, Senior Communications Officer (Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities & Housing Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, S Heron, Facilities Manager (Soft Services), L Rennie, Operations Manager, D Kerr, Service Co-ordination Manager and K Gray, Streetscene Manager (all Environment & Infrastructure); and J Lynch, Head of Property Services, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, E Gray, C MacDonald and P Shiach, all Senior Committee Services Officers, and J Barron, Assistant Democratic Services Officer (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website and outlined the rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk took a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

Declarations of Interest

Councillor Sharkey declared a non-financial interest in respect of agenda item 5 – Renfrewshire Council Road Safety Policy - and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hood declared a non-financial interest in respect of agenda item 5 – Renfrewshire Council Road Safety Policy - and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Revenue and Capital Budget Monitoring as at 17 September 2021

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities & Housing Services for the period 1 April to 17 September 2021.

The report stated that the projected revenue outturn as at 31 March 2022 for all services reporting to this Policy Board was an overspend position of £3.175 million (9.9%) against the revised budget for the year, with £3.142 million of expenditure directly attributable to the Covid-19 pandemic response. The projected capital outturn as at 31 March 2022 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. It was noted that for financial year 2021/22 the projected out-turn position was split into core and Covid-19 related variances.

The report highlighted revenue budget adjustments totalling £66,000 since the last report which related to a budget allocation for the living wage increase in 2021/22. In addition it was noted that there had been capital budget adjustments of £0.441 million since the last report, comprising of budget increases to reflect grant awards for the Vehicle Replacement Programme, renewal of play parks and the Nature Restoration Fund.

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 joint report by the Directors of Environment & Infrastructure and Communities & Housing Services relative to operational performance.

The report provided updates since the previous Board meeting in respect of key areas delivered by services within Environment & Infrastructure, which were within the remit of this Policy Board. It also outlined the areas of priority through to Autumn 2021, highlighting key areas of focus and plans for next steps to support the Council's recovery plans. Whilst developing these plans, the local and national position remained fluid and services would remain flexible and able to respond quickly in relation to changes in restrictions and local outbreaks as a result of the Covid-19 pandemic. It was noted that all required safety measures were in place and well established.

The report recognised the commitment and resilience shown by staff during the pandemic while delivering essential services, volunteering to support frontline services and helping others to remain safe at home. Updates were provided on a number of areas including improvements to the Fleet, Roads and Transportation Depot at Underwood Road, the deployment of electric fleet vehicles to frontline operations, safe crossing installations, active travel routes, town centre carparking, the Parks Investment Programme, the Recycling Improvement Fund and the Community Investment Fund.

The report also highlighted that Waste Operations had been successful in winning the Outstanding COVID-19 Response Award at the Chartered Institute of Waste Management Scottish Resources Awards and Team Up to Clean Up had been shortlisted in two categories, Environmental Services and Community Involvement, at the local Government Chronicles awards with the award ceremony taking place on 4 November 2021.

Councillor McEwan, seconded by Councillor Campbell, moved that (a) the content of the report be noted; (b) the reintroduction of car parking charges from 8 November 2021 in Paisley Town Centre, with three hours of free parking offered in the six car parks that had previously been part of the 'free for three' pilot as set out in section 4.7 of the report, be approved; (c) the expansion of the Free for Three car parking to include two further car parks at the Lagoon Centre be approved; (d) the evaluation of temporary cycle routes, over the period November to July 2022, set out in section 4.6.1 of the report, including a review of the consultation and engagement arrangements undertaken with communities and elected members be approved; and (e) it be noted that a report would be presented to the Board in August 2022 to consider the results and longer-term cycle route infrastructure and community engagement approach.

Councillor Hood, seconded by Councillor Sharkey, moved as a first amendment that the recommendation set out at section 2.3 of the report be amended to read "Approves the evaluation of temporary cycle routes, over the period November to July 2022 set out in paragraphs 4.6.1; including a review of the consultation and engagement arrangements methods undertaken with communities and elected members, provided the communities and elected members are satisfied with the arrangements, with a report being brought back to the first Full Council possible to consider the results and longer-term cycle route infrastructure and community engagement approach."

Councillor Graham, seconded by Councillor Kerr, moved as a second amendment that the recommendation set out at section 2.2 of the report be amended to read "Approves the reintroduction of car parking charges from 8 November 2021 in Paisley Town Centre, with three hours of free parking offered in all car parks within the Paisley boundary."

On the roll being called between the motion and the first amendment, the following members voted for the motion: Councillors Adam-McGregor, Burns, Cameron, Campbell, Audrey Doig, McEwan, Mylet and Nicolson.

The following members voted for the first amendment: Councillors Devine, Devine-Kennedy, Graham, Hood, Kerr, J MacLaren and Sharkey.

7 members having voted for the first amendment and 8 members having voted for the motion, a vote was then taken between the motion and second amendment.

On the roll being called between the motion and the second amendment, the following members voted for the motion: Councillors Adam-McGregor, Burns, Cameron, Campbell, Audrey Doig, McEwan, Mylet and Nicolson.

The following members voted for the second amendment: Councillors Devine, Devine-Kennedy, Graham, Hood, Kerr, J MacLaren and Sharkey.

7 members having voted for the second amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

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

(b) That the reintroduction of car parking charges from 8 November 2021 in Paisley Town Centre, with three hours of free parking offered in the six car parks that had previously been part of the 'free for three' pilot as set out in section 4.7 of the report, be approved;

(c) That the expansion of the Free for Three car parking to include two further car parks at the Lagoon Centre be approved;

(d) That the evaluation of temporary cycle routes, over the period November to July 2022, set out in section 4.6.1 of the report, including a review of the consultation and engagement arrangements undertaken with communities and elected members be approved; and

(e) That it be noted that a report would be presented to the Board in August 2022 to consider the results and longer-term cycle route infrastructure and community engagement approach.

3 Environment & Infrastructure Service Delivery Plan 2021/22: Mid-Year Monitoring Report

There was submitted a report by the Director of Environment & Infrastructure relative to the Service Delivery Plan for Environment & Infrastructure highlighting performance over the period 1 April 2021 to 30 September 2021.

The Service Delivery Plan, which was set out at Appendix 1 to the report, was created as part of alternative service planning arrangements in place for 2021/22 due to the Covid-19 pandemic and replaced the Service Improvement Plan. The plan set out the priorities for each service area as it continued to deliver a crisis response where required and efforts to build back services and support the council's recovery and renewal agenda.

DECIDED:

(a) That the progress made by Environment & Infrastructure on actions and performance indicators as detailed in Appendix 1 to the report specific to the areas of activity delegated to this Policy Board be noted;

(b) That it be noted that the report would also be provided to the Finance, Resources and Customer Services Policy Board for the elements covered within that Board's remit; and

(c) That it be agreed that an out-turn report in respect of areas of activity delegated to this Policy Board be provided to this Board in Spring 2022.

4 Communities and Housing Services – Service Delivery Plan 2021/22 Mid-Year Monitoring Report

There was submitted a report by the Director of Communities & Housing Services relative to the Service Delivery Plan for Communities & Housing highlighting performance over the period 1 April 2021 to 30 September 2021.

The Service Delivery Plan, which was set out at Appendix 1 to the report, was created as part of alternative service planning arrangements in place for 2021/22 due to the Covid-19 pandemic and replaced the Service Improvement Plan. The plan set out the priorities for each service area as it continued to deliver a crisis response where required and efforts to build back services and support the council's recovery and renewal agenda.

DECIDED:

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

(b) That the achievements of Communities and Housing Services during the first six months of 2021/22 which fall within the remit of this Board be noted; and

(c) That it be noted that the mid-year report was also presented to the Communities, Housing and Planning Policy Board on 26 October 2021 in respect of service areas falling within the remit of that board.

Declarations of Interest

Councillors Sharkey and Hood, having both previously declared an interest in the following item of business remained in the meeting.

5 **Renfrewshire Council Road Safety Policy**

There was submitted a report by the Director of Environment & Infrastructure relative to the Council's proposed Road Safety Policy, as set out at Appendix 1 to the report.

The report set out the Council's statutory duty to deliver an appropriate road safety education service and to provide a safe local road network and detailed existing measures which the Road Safety Policy would compliment, including the Council's Cycling Strategy and work with the Glasgow City Region Bus Partnership. The report summarised the content of the Road Safety Policy, highlighting educational initiatives, policy development, investment in public transport and active travel and a partnership working approach to tackle inappropriate driving and parking practices.

Councillor McEwan, seconded by Councillor Campbell, moved that (a) the Road Safety Policy, as attached at Appendix 1 to the report, be approved; and (b) it be noted that update reports would be provided to future Boards on the progress made against the action plan.

Councillor Hood, seconded by Councillor Sharkey, moved as an amendment that (a) the Road Safety Policy, as attached at Appendix 1 to the report, be approved; and (b) it be agreed that update reports would be provided to full Council on the progress made against the action plan.

On the roll being called, the following members voted for the motion: Councillors Adam-McGregor, Burns, Cameron, Campbell, Audrey Doig, McEwan, Mylet and Nicolson.

The following members voted for the amendment: Councillors Devine, Devine-Kennedy, Graham, Hood, Kerr, J MacLaren and Sharkey.

7 members having voted for the amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That the Road Safety Policy, as attached at Appendix 1 to the report, be approved; and

(b) That it be noted that update reports would be provided to future Boards on the progress made against the action plan.

6 **Renfrewshire Allotments Annual Report 2020**

There was submitted a report by the Head of Economy and Development relative to the Renfrewshire Allotments Annual Report 2020.

The report set out the Council's statutory duty to provide allotments under the provisions of the Community Empowerment (Scotland) Act 2015 (Part 9) along with a number of associated duties, including the requirement for the publication of an annual allotments report. It was noted that the ratio between waiting list places and plot numbers was below 50 percent, the level at which extra provision would be required, but that plans were in place to engage with communities in preparation of

the new Local Development Plan in 2022 to assess possible sites to meet demand. Progress towards meeting other statutory duties, including the publication of a food growing strategy and regulations for allotments, were highlighted along with the impact of the Covid-19 pandemic.

DECIDED:

(a) That the Renfrewshire Annual Allotments Report 2020 be approved; and

(b) That it be noted that the report would be published on the Renfrewshire Council website in accordance with statutory requirements.

7 Bridgewater Library – Request for a 5-year Lease Renewal

There was submitted a report by the Head of Economy & Development relative to an application for a five-year lease renewal of Bridgewater Library, Erskine.

The report advised that that the Council's lease of Bridgewater Library ended on 15 May 2021 following a notice to quit being served and that, following a period of negotiation, the landlord had agreed to renew the lease of the property for a period of five years at the increased rent of £71,180+VAT with the commencement date being 15 May 2021. The provisional terms and conditions of the lease were set out.

DECIDED: That the request for a five-year lease renewal of the Bridgewater Library, Erskine be approved as per the terms detailed within the report.

8 Disposal of Land adjacent to Linwood Toll, Linwood

There was submitted a report by the Head of Economy & Development relative to the proposed disposal of land adjacent to Linwood Toll, Linwood, identified on location plan E3165A, a copy of which was appended to the report.

The report advised that that applicant had expressed an interest in acquiring this land to construct a new building to house electrical switch gear for the railway line and that a purchase price had been agreed subject to the land being declared surplus by this board.

DECIDED:

(a) That the area of land located adjacent to Linwood Toll, Linwood, as identified in the plan at Appendix 1 to the report, be declared surplus to requirements with a view to disposing to the adjacent owner;

(b) That the sale thereof to the adjoining proprietor, Network Rail, be authorised on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers;

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

(d) That it be noted that the Head of Economy and Development would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

9 **Disposal of Land adjacent to Moredun Park, Stanely Road, Paisley**

There was submitted a report by the Head of Economy & Development relative to the proposed disposal of land adjacent to Moredun Park, Stanely Road, Paisley, identified on the location plan contained in Appendix 1 to the report.

The report advised that that applicant had expressed an interest in acquiring this land to construct a new 16 space car park to support their adjacent residential development and that a purchase price had been agreed subject to the land being declared surplus by this board. In addition to the purchase price the developer had agreed to construct a new 12 space car park (including 2 disabled spaces) within the Renfrewshire Leisure Limited leased area to provide dedicated car parking for the playing fields.

Councillor McEwan, seconded by Councillor Campbell, moved that the report be continued to a future meeting of this board to allow further investigations to be carried out.

Councillor Devine, seconded by Councillor Graham, moved as an amendment that the recommendations in the report be refused and that no action be taken.

On the roll being called, the following members voted for the motion: Councillors Adam-McGregor, Burns, Cameron, Campbell, Audrey Doig, McEwan, Mylet and Nicolson.

The following members voted for the amendment: Councillors Devine, Devine-Kennedy, Graham, Hood, Kerr, J MacLaren and Sharkey.

7 members having voted for the amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the report be continued to a future meeting of this Board to allow further investigations to be carried out.

10 **Disposal of Land adjacent to 67 Foxbar Crescent, Paisley**

There was submitted a report by the Head of Economy & Development relative to the proposed disposal of land adjacent to 67 Foxbar Crescent, Paisley, identified on location plan E3161, a copy of which was appended to the report.

The report advised that the applicant had expressed an interest in acquiring this land to provide addition garden ground and that a purchase price had been agreed subject to the land being declared surplus by this board.

DECIDED:

(a) That the area of land located adjacent to 67 Foxbar Crescent, Paisley, as identified in the plan at Appendix 1 to the report, be declared surplus to requirements with a view to disposing to the adjacent owner;

(b) That the sale thereof to the adjoining proprietor of 67 Foxbar Crescent, Paisley, be authorised on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers;

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

(d) That it be noted that the Head of Economy & Development would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraphs 6 and 9 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

11 Disposals of Barnbrock Farm and Brownside Farm

There was submitted a report by the Head of Economy & Development relative to the proposed disposals of Barnbrock Farm and Brownside Farm.

DECIDED: That the recommendations as set out in the report be approved.

12 Proposed sale of Kersland School, Paisley

There was submitted a report by the Head of Economy & Development relative to the proposed sale of Kersland School, Paisley.

DECIDED: That the report be continued to a future meeting of this Board.

Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 08 November 2021	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Marion Adam-McGregor, Councillor Bill Brown, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Scott Kerr, Councillor Jim Sharkey, Councillor Andy Steel

Chair

Councillor Adam-McGregor, Convener, intimated that she was joining the meeting remotely, stood down as Chair and Councillor Campbell, Depute Convener, took the Chair.

In Attendance

G Hannah, Infrastructure, Transportation & Change Manager (Environment & Infrastructure); and K Graham, Head of Corporate Governance and E Currie and C MacDonald, both Senior Committee Services Officers (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting the Depute Convener intimated that this meeting of the Board would be webcast live on 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.

Declarations of Interest

Councillor Hughes declared an interest in item 4 of the agenda as she was Chair of the Board of Directors for Renfrewshire Leisure and intimated that she would leave the meeting during consideration of the item.

Councillor Sharkey declared an interest in Item 4 of the agenda as a notifiable neighbour and intimated that it was his intention to remain in the meeting and take part in any discussion and voting thereon.

1 Annual Report

There was submitted a report by the Director of Finance & Resources highlighting the petitions considered by the Petitions Board during the period March 2019 to August 2021, during which time the Board had met on four occasions.

The report intimated that four petitions had been considered by the Petitions Board during the period covered and provided details of the outcomes.

It was proposed that in relation to the number of petitions received from the same ward that the reasons for this be examined and reported to all members of the Board.

DECIDED:

(a) That in relation to the number of petitions received from the same ward that the reasons for this be examined and reported to all members of the Board; and

(b) That the report on petitions received and their outcomes be otherwise noted.

2 Review of Petitions Process

There was submitted a report by the Director of Finance & Resources relative to the current review of the petitions process.

The report intimated that the procedure for submitting petitions had been introduced in 2007 and following annual reviews it had been agreed that the petitions process be reviewed biennially. The last review had been carried out in 2018 with another being due to have been carried out in 2020 but this had not been undertaken due to the Covid-19 pandemic.

The report advised that as part of the current review, consultation had been undertaken with elected members, senior Council officers, community council representatives and members of the public to obtain feedback to further improve awareness of, access to and participation in the petitions process. It was noted that 16 responses had been received and that an action plan had been developed to address some of the issues raised. A copy of the action plan was appended to the report.

DECIDED:

(a) That the consultation responses be noted.

(b) That the suggestions for improvement, in particular with regard to publicising the process in a variety of media, be noted;

(c) That the action plan, as appended to the report, be approved; and

(d) That it be noted that the next review of the Petitions process be should have been due to take place in 2022 but would now take place in 2023.

3 **Petition: Parking at Gartmore Road**

Under reference to item 1 of the Minute of the meeting of this Board held on 30 August 2021, there was submitted a report by the Director of Finance & Resources relative to a petition received from Mr H Lister in the following terms:-

“Cars parked in Gartmore Road (mainly, parking by residents living in Hawkhead Road, not using their own driveways) near or on the corner are forcing motorists entering or exiting into a narrow slot which has led to cars just avoiding head on collisions. Motorists parking and using Gartmore Road ignore the access only signs. School children crossing the road are being put in danger as cars parked block a driver's view. As we have a number of schools with pupils using Hawkhead Road this problem of child safety requires your urgent attention. A child's view when crossing Gartmore Road is restricted by parked cars.

We the Residents of Gartmore Road wish the Council to Double Yellow Line the entrance to our road up to the bollards. To consider a solution to stop motorists using our road as a shortcut to avoid the lights at the junction of Glasgow Road and Hawkhead Road. Through traffic using Gartmore Road is on the increase. The large number of houses being built on Hawkhead Road will only increase the foregoing problems. Your early attention would be appreciated. Can an Access only Road be backed by law and drivers warned or fined?

Note: - Even numbers start at 40. Odd numbers have gaps and numbers 25, 27 and 41 to 55 have not been used. Stopped at Alton Road and did not take in houses in Gartmore Road beyond this point as they tend to exit Glasgow Road.

Resident in number 3 agreed that there was a serious problem parking and his reason for not signing was the cars would be parked further up the road. Could lead to problems with accessing or exiting his driveway. Extended yellow lines might be a solution.

The response from the residents signing to support the need for double yellow lines was very positive and many were angry that our road was being used for parking by people living in Hawkhead Road”.

The report intimated that the Petitions Board at its meeting held on 30 August 2021 had agreed that consideration of the petition be continued to allow the petitioner to be in attendance and that subsequently a third-party representation had been received which the Convener had agreed, in the interests of transparency, be attached as an appendix to the report together with further comments from the Transport & Development Manager in addition to those contained within the report relative to the petition.

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

Councillor Sharkey, seconded by Councillor Campbell moved that the petition be referred to the relevant Director with the recommendation that the petition be adopted and a further recommendation that the Director also undertake a review of the travel corridor from the roundabout junction at Barrhead Road to Penilee Road at Queen Elizabeth Avenue. This was agreed unanimously.

DECIDED: That the petition be referred to the relevant Director with the recommendation that the petition be adopted and a further recommendation that the Director also undertake a review of the travel corridor from the roundabout junction at Barrhead Road to Penilee Road at Queen Elizabeth Avenue.

Sederunt

Councillor Hughes, having declared an interest in the following item of business left the meeting prior to consideration of the matter.

Councillor Sharkey having declared an interest in the following item of business, remained in the meeting.

4 Petition: Ralston Community Sports Centre

There was submitted a report by the Director of Finance & Resources relative to a petition received in relation to an application for the transfer of Ralston Community Sports Centre to private ownership.

The report intimated that the Head of Economy & Development had advised that a community asset transfer application had been received from Kelburne Hockey Club for Ralston Sports Centre and that this application had yet to be validated by the Council. The statutory process in terms of wider consultation with local community and other stakeholders only commenced when an application was validated.

The report further intimated that the Head of Corporate Governance considered that the petition was not valid in terms of paragraph 3 (iii) of the procedures which stated that "Petitions about individual planning, licensing or other applications (including decisions already taken) where there are already procedures in place" could not be considered by the Board.

It was noted that it was for the Board to determine the validity of the petition and whether they wished to hear it.

Councillor Campbell proposed that the petitioner be heard and the Board then heard from the Petitioner, Mr S Harrigan, and from a representative of Ralston Community Council who was in attendance remotely as a member of the public

Councillor Campbell then proposed that consideration of the petition be continued to the next meeting of the Board to allow members to consider the petition and the additional points raised at the meeting. This was agreed

DECIDED: That consideration of the petition be continued to the next meeting of the Board to allow members to consider the petition and the additional points raised at the meeting.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 10 November 2021	14:00	Teams - virtual meeting,

Present: Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Karen Devine-Kennedy, Councillor Audrey Doig, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor J Shaw, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Commissioning, B Walker, Programme Director – City Deal and Infrastructure, G Beattie, Strategic Commercial Category Manager, A Donaldson, Strategic Commercial Category Manager, B Lambert, Corporate Procurement Manager, S Gibb, Procurement Operations Manager; R Park, Category Manager, E Shields, Business Services Manager, C Saez, Assistant Economic Development Manager Business Development (all Chief Executive's Service); D Gillies, Head of Facilities Management (Environment & Infrastructure); and A Russell, Director of Finance & Resource, K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, P Murray, Head of ITC, R McGrath, Head of Customer & Business Services, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, R Devine, E Gray, C MacDonald and P Shiach Senior Committee Services Officers (all Finance & Resources).

Recording of Meeting

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

Valedictory

On behalf of the Board, Councillor Shaw extended thanks to R McGrath, Head of Customer and Business Service (Finance & Resources) for the contributions she had made and for the advice and assistance she had provided and wished her well for the future. These sentiments were echoed by members present.

Declarations of Interest

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

1 Joint Consultative Board (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 1 September 2021, as attached hereto.

DECIDED: That the Minute be noted.

2 Revenue and Capital Budget Monitoring as at 17 September 2021

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to revenue and capital budget expenditure and adjustments for the period to 17 September 2021.

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.

3 Revenue and Capital Budget Monitoring – Council Overview as at 17 September 2021

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to an overview of revenue and capital expenditure for the period to 17 September 2021.

DECIDED:

(a) That the projected revenue outturn position detailed in Table 1 of the report be noted, considering that the forecast position was based on best estimates and confirmed government support to date; and

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

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

There was submitted a report by the Director of Finance & Resources relative to the write-off of sums over £10,000 which in accordance with Financial Regulation 3.5.10 require to be submitted to the Finance, Resources and Customer Services Policy Board.

The report advised that the debt recovery process involved extensive effort by the Council and its collection agents to locate the debtor and recover the debt.

The report indicated that the Council had already pursued each of the debts summarised on the Appendix attached to the report through its follow-up cycle and it was considered prudent to write-off the outstanding balance. The approval for the write-off would enable the Council to prudently reflect within the financial accounts an accurate representation of the collectable debt.

The report intimated that the Council continued to monitor the accounts and, where the circumstances of the debtor altered, would instigate further recovery action as appropriate. The level of write-off would be contained within the Council's bad debt provision. An analysis of the debt proposed for write-off highlighting the reason why collection was deemed irrecoverable was highlighted in table 1 of the report to the report.

DECIDED: That the write-off of £744,820.50, as detailed in the report be approved.

5 **Treasury Management Mid-Year Review 2021/22**

There was submitted a report by the Director of Finance & Resources relative to the mid-year report, prepared in accordance with the Chartered Institute of Public Finance and Accountancy's (CIPFA) Treasury Management in the Public Services Code of Practice.

The report provided information on a review of the Treasury Management Strategy Statement 2021-22, incorporating the annual investment strategy; a review of the Council's investment portfolio for 2021-22; a review of the Council's borrowing strategy for 2021-22; and a review of compliance with treasury management indicators for 2021- 22.

DECIDED:

(a) That the treasury management activity for the period 1 April to 15 October 2021 be noted; and

(b) That it be agreed that the treasury management strategy be revised to allow the Council to mitigate foreign exchange rate risk intrinsic in a construction contract as outlined in section 8 of the report.

6 **Customer & Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the performance of Customer & Business Services including revenue collection and benefit administration for the period to 28 September 2021.

The report included an update on the funding and expenditure position for Discretionary Housing Payments, the Scottish Welfare Fund, the Low Income Pandemic Payment and a performance update in relation to customer services provision for September and the year to date. Appendices to the report provided information on revenue collection and key performance indicators.

DECIDED: That the report be noted.

7 Facilities Management Operational Performance Report

There was submitted a report by the Director of Environment & Infrastructure relative to an operational performance update on Facilities Management (Hard and Soft Services) delivered by Environment & Infrastructure since the meeting of this Policy Board on 1 September 2021.

The report provided information on operational updates; risks to on-going recovery; and soft facilities management.

DECIDED: That the operational performance update be approved.

8 Chief Executive's Service – Service Delivery Plan 2021/22 Mid-Year Monitoring Report

There was submitted a report by the Chief Executive relative to the performance of the Chief Executive's Service Improvement Plan (the Plan) from 1 April 2021 to 31 March 2022.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, an interim change was made to the service improvement planning process for 2021/22, with Service Delivery Plans being developed for each Council service. Although these plans still focussed on some of the longer-term ambitions and priorities being progressed by services, there was a much greater focus on the 12-month period (21/22), and the work undertaken as part of the ongoing Covid response to stabilise and to adapt the way in which services were provided going forward.

The report contained details of Chief Executive's Service performance over the period 1 April to 30 September 2021 and provided details of the key achievements of the service over the period; a progress update on implementing the action plan linked to the 2021/22 Service Delivery Plan; an assessment of performance in relation to the service scorecard of core performance indicators; an overview of any areas of particular pressure that the service has experienced; and an overview of priorities for the service over the next six months

DECIDED:

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

(b) That the achievements of Chief Executive's Service during the first six months of 2021/22 which fall within the remit of this Board be noted; and

(c) That it be noted that a mid-year report had been presented to the Communities, Housing and Planning Policy Board on 26 October 2021 in respect of service areas falling within the remit of that Board.

9 Environment & Infrastructure Service Delivery Plan 2021/22: Mid Year Monitoring Report

There was submitted a report by the Director of Environment & Infrastructure relative to the performance of the Environment & Infrastructure Service Improvement Plan (the Plan) from 1 April 2020 to 31 March 2021 in respect of activity falling within this Board's remit.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements were in place for 2021/22. Rather than Service Improvement Plans, each Director submitted a Service Delivery Plan covering a 12 month period. These plans set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the council's recovery and renewal agenda. The Environment & Infrastructure Service Delivery Plan was approved by this Board on 24 March 2021.

This report contained details of Environment & Infrastructure's performance over the period 1 April to 30 September 2021 and provided details of the key achievements of the service; a progress update on implementing the action plan; details of how the work of the service contributed to the priorities set out in the Council Plan; an assessment of performance in relation to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months.

DECIDED:

(a) That the progress made by Environment & Infrastructure on actions and performance indicators as detailed in Appendix 1 to the report and as specific to the areas of activity delegated to this Policy Board be noted;

(b) That it be noted that this report would also be provided to the Infrastructure, Land and Environment Policy Board for the elements covered within that Board's remit; and

(c) That it be agreed that an out-turn report in respect of areas of activity delegated to this Policy Board be provided in Spring 2022.

10 Finance & Resources - Service Delivery Plan 2021/22 Mid Year Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the performance of the Finance & Resources Service Improvement Plan (the Plan) from 1 April 2020 to 31 March 2021 in respect of activity falling within this Board's remit.

The report advised that as a direct result of the pandemic and the focus on crisis response and recovery, alternative service planning arrangements were in place for 2021/22. Rather than Service Improvement Plans, each Director submitted a Service Delivery Plan covering a 12 month period.

These plans set out the priorities for each service area as it continued to deliver a crisis response where required but also began to build back services and support the council's recovery and renewal agenda. The Finance & Resources Service Delivery Plan was approved by this Board on 24 March 2021.

The report contained details of Finance and Resources Service performance over the period 1 April to 30 September 2021 and provided details of the key achievements of the service over the period; a progress update on implementing the action plan linked to the 2021/22 Service Delivery Plan; an assessment of performance in relation to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months.

DECIDED:

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

(b) That the achievements of Finance and Resources Service during 2020/21 be noted.

11 Finance & Resources: Health and Safety Interim Report (2020/22)

There was submitted a report by the Director of Finance & Resources relative to the Health and Safety Interim report (2020/22).

The report set out the health and safety activity within the service in 2020/21 and demonstrated the Service's commitment to continuous improvement in health and safety performance. The report summarised the achievements to March 2021 and noted that a comprehensive annual report would be submitted to Board in Spring 2022 to report on the 2021/22 outturn and highlight any new actions to be added to future plans.

The annual report provided details on both corporate and departmental health and safety responses to the pandemic. Finance & Resources had a proactive approach to health and safety. This was evidenced by the attainment of accreditation and certification to BS OHSAS 18001:2007 with recommendation that the registration be continued. The Finance & Resources interim report for 2020/22 (Period 2020/21) was attached as Appendix 1.

DECIDED: That the report and appendix be noted.

12 Civic Hospitality

There was submitted a report by the Director of Finance & Resources relative to requests for hospitality received for financial year 2021/22 and 2022/23. Details of the requests were contained within the report.

The report advised that the budget provision for 2021/22 for Civic Hospitality (including international links) was £46,460. Should the requests be agreed the remaining balance would be approximately £42,660. The budget provision for 2021/22 for Civic Hospitality (including international links) had not yet been agreed.

DECIDED:

a) That the provision the hospitality as detailed in the report for the Paisley Soroptimists, Paisley Ladies Ex-President's Association, Renfrew Over 50s Swimming Club and Ferguslie Community Council be approved;

(b) That it be agreed that the Board take a table of 10 for St Vincent's Hospice and;

(c) That it be delegated to the Director of Finance & Resources in consultation with the Provost to make the necessary arrangements.

13 Annual Procurement Report 2020/21

There was submitted a report by the Chief Executive relative to the Annual Procurement report 2020/21.

The report advised that Section 18 of the Procurement Reform (Scotland) Act 2014 required that any contracting authority which was required to prepare or revise a procurement strategy in relation to a financial year must prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of that financial year. The minimum requirements in this regard were detailed in the report.

The Annual Report attached as an appendix to the report, provided an update on key indicators set in the Corporate Procurement Strategy for the period April 2020-2023 and identified areas for potential improvement aligned to that Strategy.

Councillor Shaw, seconded by Councillor Audrey Doig, moved that the report be noted.

Councillor Harte, seconded by Councillor Sharkey, moved, as an amendment that the annual statement include a reference to the importance of collective agreements.

On the roll being called the following members voted for the motion: Councillor Begg, Provost Cameron, Councillors Audrey Doig, K MacLaren, McNaughtan, Nicolson, Paterson, Shaw and Steel.

The following members voted for the amendment: Councillors Brown, Devine-Kennedy, Graham, Harte, Hood and Sharkey.

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

DECIDED: That the Annual Report for the Financial Year 2020/21 be noted.

14 Contract Authorisation report for Business Gateway Core and Specialist Workshops and Expert Help Services

There was submitted a report by the Chief Executive relative to the award of a contract for Business Gateway Core and Specialist Workshops and Expert Help Services, contract (RC-CPU-21-187) to Lanarkshire Enterprise Services Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Business Gateway Core and Specialist Workshops and Expert Services to Lanarkshire Enterprise Services Limited;

(b) That the award of the contract for a period of two years be approved, it being envisaged that the Contract would commence on 1 January 2022. However, the actual commencement date to be confirmed within the Council's Letter of Acceptance; and

(c) That the contract value for the two-year period not exceeding £196,000 excluding VAT be approved.

15 Contract Authorisation Report for a Framework Contract for Transportation

There was submitted a joint report by the Chief Executive, the Director of Children's Services and the Director of Environment & Infrastructure relative to the award of a Framework Contract for Transportation (RC-CPU-20-385).

DECIDED:

(a) That it be noted that the Framework Contract included four Lots;

(b) That it be noted that the Framework Contract was unranked;

(c) That it be noted that the Council had an option to carry out mini-competitions under the Framework Contract to drive best value on large Contracts. Contracts under the Framework Contract would be awarded on a Lot by Lot basis and with the Service Providers awarded onto the specific Lot applicable to the Service required for each Contract; and

(d) That it be noted that the Council had an option to direct award Contracts for Services where continuity of Service was essential for Service Users.

16 Contract Award: Inchinnan Cycleway

There was submitted a report by the Chief Executive relative to the award of a Works Contract to Luddon Construction Limited for Inchinnan Cycleway

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Contract to Luddon Construction Limited for Inchinnan Cycleway to;

(b) That it be noted that the anticipated starting date was 17 January 2022. The actual starting date would be confirmed in the Council's Letter of Acceptance to Luddon Construction Limited. The completion date was 26 weeks from the actual starting date.

- (c) That it be agreed that the total of the Prices was £946,378.83 excluding VAT; and
- (d) That the Contract value up to £1,343,630 excluding VAT which included for quantified risk and contingency be approved.

17 **The Provision of Datacentre Services**

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a Call-Off Contract for the provision of Datacentre Services (RC-CPU-21-143) to HFD Datavita Limited following a mini-competition under the Scottish Government National Framework Cloud Services Framework (SP-18-027).

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a Call-Off Contract for the Provision of Datacentre Services (RC-CPU-21-143) to HFD Datavita Limited following a mini-competition under the Scottish Government National Framework Cloud Services Framework (SP-18-027);
- (b) That it be agreed that the contract would be for an anticipated Call-Off Contract Period of six years and four months it being envisaged that the Contract would commence on 1 December 2021 and would expire on 31 March 2028 however, the actual commencement date would be confirmed within the Council's Letter of Acceptance; and
- (c) That a contract value of £4,438,632.00 excluding VAT be approved.

18 **The Supply and Delivery of Laptops**

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the homologation of the decision of the Director of Finance & Resources and Head of Policy and Commissioning to award a Contract on 7 October 2021 for the Supply and Delivery of Laptops outside the board cycle due to the limited availability and long lead times of IT products due to increased demand since the beginning of the coronavirus pandemic.

DECIDED:

- (a) That the decision taken by the Director of Finance & Resources and Head of Policy and Commissioning to award a Contract for the Supply and Delivery of Laptops (800 laptops) to HP Limited be homologated;
- (b) That it be noted the Contract value was £373,600.00 excluding VAT; and
- (c) That it be noted that the Contract would be in place until full delivery of the 800 laptops was achieved. HP Inc Ltd had advised that the current anticipated lead time for delivery was 29 weeks.

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 01 September 2021	15:00	Microsoft TEAMS Platform,

Present: Councillor Tom Begg, Councillor John McNaughtan, Councillor Jim Paterson, Councillor Andy Steel

Representing Trade Unions

J Boylan, S Scott, L Cameron and M McIntyre (UNISON) and G Cochrane (UNITE).

In Attendance

G McKinlay, Head of Schools (Children's Services) D Kerr, Service Co-ordination Manager and J Brown, Lead Facilities Manager (Soft Services) (both Environment & Infrastructure); R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, D Blair, Senior Health & Safety Officer, D Pole, End User Technician, R Devine, Senior Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

Appointment of Chairperson

It was proposed and agreed Councillor Steel chair the meeting.

DECIDED: That Councillor Steel chair the meeting.

Recording of Meeting

Prior to the commencement of the meeting members were reminded that this meeting would be recorded and that the recording would be available to watch on the Council's website.

1 **Apologies**

M Ferguson and S Hicks (both UNISON) and C O'Byrne, L Kilicaslan and C Lavery (all Renfrewshire Health & Social Care Partnership).

2 **Declarations of Interest**

There were no declarations of interest.

3 **Absence Statistics**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the year 2020/2021 and for the period ending 30 June 2021.

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

DECIDED: That the reports on absence statistics for the first quarter of 2020/21 be noted.

4 **Developments in Health, Safety and Wellbeing**

There was submitted a report by the Director of Finance & Resources relative to activity undertaken in relation to health, safety and wellbeing issues since the previous meeting of the JCB Non-Teaching.

The report focused on the actions and activities to support the council's response and recovery plans. The Health and Safety team had been an integral part of the council's emergency management team, providing clear guidance as documents had been released from the UK and Scottish Governments, the NHS, and Health Protection Scotland. The team linked with fellow colleagues in other local authorities to share knowledge and introduce any new learning to our guidance and procedures.

The Health and Safety team, as part of the wider HR and OD team, had worked collaboratively with all key stakeholders, including the Trades Unions, across the council and external partners such as the NHS to ensure that any activities being undertaken, were risk assessed. More importantly the controls being reviewed in line with any changes to the guidance including COVID Levels as they emerged to ensure employees and clients health, safety, and wellbeing. With the move to beyond National strategic level 0 the Team had been actively involved in work with services to assist in a planned and managed response to work in accordance with guidance. Working from home was still the preferred option for some employees wherever possible.

The Corporate Health and Safety Committee meetings had been reinstated. The next meeting would be held in September 2021 on the Microsoft TEAMS platform.

DECIDED: That the report be noted.

5 **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 8 grievances as at August 2021.

DECIDED: That the report be noted.

6 **Agency Workers**

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at July 2021 and detailing the capacity and Services in which they were engaged. The report advised that as at July 2021, 137 agency workers were employed across all Services, and that this was a reduction of 22 agency workers since June 2021.

DECIDED: That the report be noted.

7 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the JCB Non-Teaching was scheduled to be held at 3pm on 10 November 2021.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 11 November 2021	10:00	Remotely by MS Teams ,

Present: Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Emma Rodden, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing) (for items 1 to 3 only), R Graham, Senior Solicitor, (Litigation & Advice), E Currie and P Shiach, both Senior Committee Services Officers, A Easdon, Team Leader (Licensing), G McIntosh, Civic Government Enforcement Officer (for items 1 to 3 only), K Marriott (for items 1 to 7 only) and R McCallum, both Administrative Assistants (all Finance & Resources).

Recording of Meeting

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

Apology

Councillor Montgomery.

Declarations of Interest

Councillor Rodden declared a non-financial interest in item 4(f) of the agenda as the applicants were known to her and indicated her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Steel declared a non-financial interest in item 4(f) of the agenda as the applicants were known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 3 of the agenda before item 6 of the agenda; item 5 of the agenda after item 1(f) of the agenda; item 7 of the agenda before item 6 of the agenda; item 8(c) of the agenda after item 8 (a) of the agenda; and item 10(b) before item 10(a) of the agenda.

1 **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: Andrew Campbell

Variation: exception to policy and standard condition 1

Licence No.: PH1208

Mr Campbell, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Campbell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Campbell to operate his present vehicle, registration number SA64 URH, for a period of one year from 19 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Campbell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Campbell to operate his present vehicle, registration number SA64 URH, for a period of one year from 19 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(b) Applicant: Andrew Wilson

Variation: exception to policy and standard condition 1

Licence No.: PH0670

There was no appearance by or on behalf of Mr Wilson, 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 Wilson's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Wilson to operate his present vehicle, registration number FL64 PPX, for a period of one year from 26 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Wilson's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Wilson to operate his present vehicle, registration number FL64 PPX, for a period of one year from 26 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(c) Applicant: John Hyndman

Variation: exception to policy and standard condition 1

Licence No.: PH1117

Mr Hyndman, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Hyndman's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Hyndman to operate his present vehicle, registration number SF64 SSV, for a period of one year from 30 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 8 January 2022. This was agreed unanimously.

DECIDED: That Mr Hyndman's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Hyndman to operate his present vehicle, registration number SA64 URH, for a period of one year from 30 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 8 January 2022.

(d) Applicant: Richard Kilbride

Variation: exception to policy and standard condition 1

Licence No.: PH1597

There was no appearance by or on behalf of Mr Kilbride, 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 Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number SF64 RCZ, for a period of one year from 11 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number SF64 RCZ, for a period of one year from 11 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(e) Applicant: Maureen Myles

Variation: exception to policy and standard condition 1

Licence No.: PH1046

There was no appearance by or on behalf of Ms Myles, the applicant, who had previously indicated that she wished her application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Ms Myles' application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Myles to operate her present vehicle, registration number SG64 WCO, for a period of one year from 22 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Ms Myles' application for variation be granted and that standard condition 1 of her licence be amended to enable Ms Myles to operate her present vehicle, registration number SG64 WCO, for a period of one year from 22 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(f) Applicant: David Myles

Variation: exception to policy and standard condition 1

Licence No.: PH0769

There was no appearance by or on behalf of Mr Myles, 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 Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle, registration number SG64 WEH, for a period of one year from 22 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle, registration number SG64 WEH, for a period of one year from 22 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

2 **Variation of Private Hire Car Operator's Licence - Personal Appearance**

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

Applicant: Paisley Cab Co

Variation: exception to policy and standard condition 1

Licence No.: PH1396

The Senior Solicitor (Litigation & Advice) advised that the application had been withdrawn.

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

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

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

The report advised that the Council, as Licensing Authority, was obliged to fix scales for the fares and other charges in its area in connection with the hire of a taxi. The Civic Government (Scotland) Act 1982 provided that fares should be fixed within 18 months beginning with the date on which scales last came into effect, this date being 14 December 2020.

The report indicated that the Council consulted with persons or organisations representative of the operators of taxis within its area on the current taxi fare scale, by email in June 2021. The consultation also included individual taxi operators who were informed of the consultation on the same date by text alert. It was noted that two responses to the consultation had been received, as detailed in the report. The review of the taxi fares had also been discussed at a meeting with representatives of taxi operators on 6 October 2021 with no views expressed.

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

The current and proposed taxi fare scales were detailed in Appendix 1 to the report and Appendix 2 to the report detailed the taxi fare scales within surrounding authorities.

Councillor McNaughtan, seconded by Councillor Rodden, moved that proposal 1 be approved, subject to an increased charge of £1.60 between midnight and 5.00am Monday to Friday and £2.00 between midnight and 5.00am Saturday and Sunday. This was agreed unanimously

DECIDED:

(a) That following review of the existing fares scale, as detailed in Appendix 1 to the report, it was decided that proposal 1 be proposed as a new taxi fares scale for Renfrewshire and included in a newspaper advertisement, subject to an increased charge of £1.60 between midnight and 5.00 am Sunday to Thursday nights and £2.00 between midnight and 5.00 am Friday and Saturday nights;

(b) That it be agreed that the revised fares scale come into effect on Monday 21 March 2022;

- (c) That it be noted that the proposals would be advertised in the local press; and
- (d) That it be agreed that the last day for lodging representations following on the proposed fare scale being advertised would be one calendar month after the date of publication of that advertisement.

Adjournment

The meeting adjourned at 10.40 am to allow time for members to observe the Remembrance Day two minutes silence at 11.00 am and reconvened at 11.05 am.

4 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: Malcolm Mearns
Variation: exception to policy and standard condition 22
Licence No.: TX094

There was no appearance by or on behalf of Mr Mearns, 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 Mearns' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mearns to operate his present vehicle, registration number SD63 DNN, for a period of one year from 1 October 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Mearns' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mearns to operate his present vehicle, registration number SD63 DNN, for a period of one year from 1 October 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(b) Applicant: Archie McLellan
Variation: exception to policy and standard condition 22
Licence No.: TX052

There was no appearance by or on behalf of Mr McLellan, 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 McLellan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McLellan to operate his present vehicle, registration number SJ63 BXX, for a period of one year from 2 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr McLellan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McLellan to operate his present vehicle, registration number SJ63 BXX, for a period of one year from 2 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(c) Applicant: Michael McGarvey

Variation: exception to policy and standard condition 22

Licence No.: TX039

There was no appearance by or on behalf of Mr McGarvey, 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 McGarvey's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McGarvey to operate his present vehicle, registration number SD63 DGY, for a period of one year from 12 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out prior to 30 December 2021. This was agreed unanimously.

DECIDED: That Mr McGarvey's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McGarvey to operate his present vehicle, registration number SD63 DGY, for a period of one year from 12 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out prior to 30 December 2021.

(d) Applicant: William Mottram

Variation: exception to policy and standard condition 22

Licence No.: TX188

There was no appearance by or on behalf of Mr Mottram, 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 Mottram's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mottram to operate his present vehicle, registration number SC63 ABX, for a period of one year from 5 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. 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 operate his present vehicle, registration number SC63 ABX, for a period of one year from 5 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

(e) Applicant: Kenneth Cook

Variation: exception to policy and standard condition 22

Licence No.: TX051

There was no appearance by or on behalf of Mr Cook, 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 Cook's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Cook to operate his present vehicle, registration number

SG63 DDK, for a period of one year from 27 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That Mr Cook's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Cook to operate his present vehicle, registration number SG63 DDK, for a period of one year from 27 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

Declarations of Interest

Councillors Rodden and Steel having previously declared interests in the following item of business, left the meeting and took no part in the discussion thereon.

(f) Applicant: The Partnership of C & J Ballantyne
Variation: exception to policy and standard condition 22
Licence No.: TX099

There was no appearance by or on behalf of the Partnership of C & J Ballantyne, the applicants, who had previously indicated that they wished their application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that the application for variation be granted and that standard condition 22 of the licence be amended to enable the Partnership of C & J Ballantyne to operate their present vehicle, registration number SG63 JZR, for a period of one year from 21 October 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021. This was agreed unanimously.

DECIDED: That the application for variation be granted and that standard condition 22 of the licence be amended to enable the Partnership of C & J Ballantyne to operate the present vehicle, registration number SG63 JZR, for a period of one year from 21 October 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 11 November 2021.

Sederunt

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

(g) Applicant: Raymond Stanley
Variation: exception to policy and standard condition 22
Licence No.: TX163

The Senior Solicitor (Litigation & Advice) intimated that Mr Stanley had advised that he was unable to attend the meeting and had requested that consideration of his application be continued.

The Convener proposed that consideration of Mr Stanley's application be continued for a personal appearance and that Mr Stanley be invited to a future meeting of the Board.

DECIDED: That consideration of the application be continued for a personal appearance and that Mr Stanley be invited to a future meeting of the Board.

EXCLUSION OF PRESS AND PUBLIC

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

5 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: Duncan Colville
Proposed Operator: Dermot Curran
Licence No.: TX063

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

DECIDED: That the application be granted.

Sederunt

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

6 Renewal of House in Multiple Occupation Licence - Personal Appearance

There was submitted the undernoted application for renewal of a House in Multiple Occupation Licence. The applicant had been asked to appear personally for the first time together with the Director of Communities & Housing, Renfrewshire Council:-

Applicant: Bridgewater Housing Association
Property: 14 Park Top, Erskine
Licence No.: 214

Ms Gibson, on behalf of the applicant, joined the meeting by video call together with Ms McEwan and Ms Martin, on behalf of the Council's Director of Communities & Housing. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of three years subject to the property meeting the standards requested by the Council's Director of Communities & Housing within a period of 12 weeks and that a final inspection be carried out within the same period. This was agreed unanimously. Ms Gibson, on behalf of the applicant, also agreed to this.

DECIDED: That the application be granted for a period of three years subject to the property meeting the standards requested by the Council's Director of Communities & Housing within a period of 12 weeks and that a final inspection be carried out within the same period.

Sederunt

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

7 Grant of House in Multiple Occupation Licence - Personal Appearance

There was submitted the undernoted application for grant of a House in Multiple Occupation Licence. The applicant had been asked to appear personally for the first time together with the Director of Communities & Housing, Renfrewshire Council:-

Applicant: Lauren Fraser
Property: Flat 2/2, 87 Causeyside Street, Paisley

Ms Fraser, the applicant, and her partner Mr Pianu, joined the meeting by video call together with Ms McEwan, on behalf of the Council's Director of Communities & Housing who also joined by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that consideration of the application be continued to enable the applicant to complete the outstanding work required by the Council's Director of Communities & Housing and that an application be made to the Sheriff for an extension of the statutory period allowed for reaching a decision on the application. This was agreed unanimously.

DECIDED: That consideration of the application be continued to enable the applicant to complete the outstanding work required by the Council's Director of Communities & Housing and that an application be made to the Sheriff for an extension of the statutory period allowed for reaching a decision on the application.

Adjournment

The meeting adjourned at 12.45 pm and reconvened at 1.30 pm.

8 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) Muhammad Nagi

Mr Nagi, 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) Paul Ndongala

Mr Ndongala, 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) Wajid Ali

There was no appearance by or on behalf of Mr Ali. The Convener proposed that consideration of the application be continued for a personal appearance and that Mr Ali be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued for a personal appearance and that Mr Ali be invited to a future meeting of the Board.

9 **Grant of Private Hire Car Operator's Licence and Grant of Private Hire Car Driver's Licence - Personal Appearance**

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

Hilmit Omar

Mr Omar, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed (i) that Mr Omar's application for a Private Hire Car Operator's Licence be granted until 27 September 2022 and (ii) that Mr Omar's application for a Private Hire Car Driver's Licence be granted until 27 September 2022. This was agreed unanimously.

DECIDED:

(a) That Mr Omar's application for a Private Hire Car Operator's Licence be granted until 27 September 2022; and

(b) That Mr Omar's application for a Private Hire Car Driver's Licence be granted until 27 September 2022.

Prior to consideration of the following item of business, the Senior Solicitor (Litigation & Advice) intimated that the applications were grant of Private Hire Car Operators' Licences and not Private Hire Car Drivers' Licences as stated on the agenda.

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

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

(a) Asad Chaudry

Mr Chaudry, 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) Akhtar Begum

There was no appearance by or on behalf of Mr Begum. The Convener proposed that consideration of the application be continued for a personal appearance and that Mr Begum be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued for a personal appearance and that Mr Begum be invited to a future meeting of the Board.

(c) Arsalan Azeem

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

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

(d) Mansoor Awais

The Senior Solicitor (Litigation & Advice) intimated that Mr Awais' application had been granted for a period of one year under delegated authority.

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

11 **Applications for Exemption from Driver's Duties under Section 165 of the Equality Act 2010 - Personal Appearances**

There were submitted the undernoted applications for exemption from drivers' duties under Section 165 of the Equality Act 2010. The applicants had been asked to appear personally for the first time:-

(a) Peter White

Mr White, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr White's Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr White's Taxi Driver's Licence.

(b) Lyndsey Hynd

There was no appearance by or on behalf of Ms Hynd, the applicant, who had previously indicated that she wished her application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed the application be granted for the duration of Ms Hynd's Taxi Driver's Licence.

DECIDED: That the application be granted for the duration of Mr White's Taxi Driver's Licence.

Minute of Meeting Chief Executive

Date	Time	Venue
Friday, 12 November 2021	11:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Neill Graham, Councillor Eileen McCartin, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided.

In Attendance

S Black, Chief Executive and R Laouadi, HR Manager (Finance & Resources).

Apology

Councillor Harte.

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 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 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 **Chief Executive - Interviews**

The Board interviewed candidates for the post of Chief Executive.

DECIDED: That Alan Russell be appointed to the post of Chief Executive.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 15 November 2021	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Jim Harte, Councillor John Hood, Councillor Emma Rodden, Councillor Jim Sharkey, Councillor Jane Strang

In Attendance

A MacArthur, Head of Finance, A Connor, Records Manager, E Gray, A McNaughton and C MacDonald, all Senior Committee Services Officers and J Barron, Assistant Democratic Services Officer (all Finance & Resources).

Also in Attendance

J Cornett, M Ferris and S Afzel (Audit Scotland).

Recording 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.

Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

Declaration of Interest

Councillor Campbell declared a non-financial interest in Items 1 and 2 on the agenda as she was an employee with NHS Greater Glasgow & Clyde but not in the Council's area and intimated that it was her intention to take part in the discussion and voting thereon.

1 **Audit Scotland Report to those Charged with Governance - 2020/21 Renfrewshire Council Annual Accounts**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the 2020/21 Renfrewshire Council financial statements; the findings from the audit of the annual accounts; and their other audit activity over the course of 2020/21.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973.

In accordance with International Auditing Standards (ISA260) Audit Scotland was obliged to report to those charged with the governance of the organisation matters which had arisen in the course of the audit. A copy of the findings from the audit of the 2020/21 Renfrewshire Council accounts was attached as an appendix to the report.

Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2021. However, for 2020/21, the Coronavirus (Scotland) Act 2020 provided flexibility to the deadline and it had been extended to 30 November 2021.

DECIDED: That the report and attached Audit Scotland report be noted.

2 **Audited Annual Accounts 2020/21 - Renfrewshire Council**

There was submitted a report by the Director of Finance & Resources relative to the audit of the Annual Accounts 2020/21, a copy of which was appended to the report.

The report intimated that the 2020/21 unaudited Annual Accounts were approved at the meeting of the Council held on 24 June 2021. Each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a true and fair view of the financial position of the Council and its income and expenditure for the year; and also whether they had been prepared in accordance with the relevant regulations.

The report advised that there were four changes made to the annual accounts over the course of the audit in relation the disclosure of Personal Protective Equipment, the elimination of intra-group transactions, disclosure of capitalised salaries and the valuation of Council Dwellings. Other reclassification and presentational changes had also been agreed.

DECIDED: That it be agreed that the report and attached audited annual accounts 2020/21 be noted and recommended to the Council for approval.

3 **Audit Scotland Report to those Charged with Governance - 2020/21 Common Good Funds and Coats Observatory Trust Annual Accounts**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the Common Good Funds and charities controlled by the Council for 2020/21.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and Coats Observatory Trust controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

A copy of the 2020/21 audited Annual Accounts for the Common Good funds and Coats Observatory Trust controlled by the Council was attached as an appendix to the report. Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2021. However, for 2020/21, the Coronavirus (Scotland) Act 2020 provided flexibility to the deadline and it had been extended to 30 November 2021.

DECIDED That the report and attached Audit Scotland reports be noted.

4 **Audited Financial Statements 2020/21 - Common Good Funds and Coats Observatory Trust**

There was submitted a report by the Director of Finance & Resources relative to the audited annual accounts of the Common Good Funds and charities controlled by the Council for 2020/21.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and charities controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

The report advised that there were no significant changes to the annual accounts required over the course of the audit process and minor presentational changes were agreed.

A copy of the 2020/21 audited Annual Accounts for the Common Good funds and charities controlled by the Council was attached as an appendix to the report.

DECIDED: That the attached 2020/21 audited financial statements for the charities controlled by the Council be noted and the report be recommended to the Council for approval.

5 **Scottish Information Commissioner – Annual Report and Accounts 2020-21: FOI during the Covid-19 Pandemic**

There was submitted a report by the Director of Finance & Resources relative to the annual report and accounts 2020/21 by the Scottish Information Commissioner.

The report intimated that the Freedom of Information (Scotland) Act 2002 (FOISA) created a general right to obtain information from any designated Scottish public authority subject to limited exemptions. The Annual Report for 2020/21 reviewed the role of Freedom of Information (FOI) during the Covid-19 pandemic.

The Commissioner's 2020/21 annual report highlighted some positive key messages and important trends in the FOI landscape in Scotland.

It was noted that in total there had been 69,500 FOI requests in Scotland in 2020/21 which was a decrease of 14% on the previous year. Renfrewshire Council received 1,237 FOI requests in 2020/21 compared to 1,691 in 2019/20.

Across Scotland 2.8% of requests resulted in a requirement for review. The Council received 14 requirements for review in 2020/21 compared to 17 the previous financial year.

The report advised that the Council had received no appeals for 2020/21.

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

DECIDED:

(a) That the content of the Scottish Information Commissioner's annual report be noted; and

(b) That the information on the numbers of FOI requests, reviews and appeals involving the Council as indicated in paragraph 3.4 of the report be noted.

6 **Scottish Public Services Ombudsman (SPSO) Annual Report 2020/2**

There was submitted a report by the Director of Finance & Resources relative to the Scottish Public Services Ombudsman's (SPSO) Annual Report 2020/21.

The report intimated that the SPSO was the final stage for complaints about Councils, the National Health Service, housing associations, colleges, universities, prisons, most water providers, the Scottish Government and its agencies and departments and most Scottish authorities. The Health Sector was the sector about which the SPSO received most complaints (34%) with Local Authority sector receiving the second highest number (30%).

No complaint details for specific organisations were included in the report. However, information was received separately from the SPSO relative to Renfrewshire which

indicated that the number of complaints received by the SPSO was 31, compared with 47 in 2019/20. Of the 31 complaints determined during the period three went to investigation stage with one not being upheld and the other two being categorised as “some upheld” and these were detailed in the appendix to the report. The SPSO would not generally consider a complaint unless the complainer had gone through the Council's complaints procedure fully. In 2020/21 the Council received 6,179 complaints compared with 7,924 in 2019/20.

DECIDED:

(a) That the SPSOs 2020/21 annual report be noted; and

(b) That it be noted of the 31 complaints against Renfrewshire Council determined by the SPSO in 2020/21 three went to investigation stage with one not being upheld and the other two being categorised as “some upheld” and these were detailed in the appendix to the report

7 Audit, Risk & Scrutiny Annual Programme 2021/22 – Request for Review

There was submitted a report by the Director of Finance & Resources relative to a request for a review to be considered for the Audit, Risk & Scrutiny Annual Programme 2021/22.

The report advised that Councillor Binks had submitted an item to be considered as part of the annual programme for 2021/22 which related to linking the National Cycle Route 7 at Lochwinnoch to Howwood and to ensure a clear and safe link was created to the Whithorn Way which was the longest Pilgrimage Trail in Scotland.

DECIDED: That it be agreed that the review be undertaken as part of the Audit, Risk & Scrutiny's Annual Programme 2021/22 in relation to linking the National Cycle Route 7 with the Whithorn Way.

Minute of Special Meeting Council

Date	Time	Venue
Thursday, 18 November 2021	09:30	Teams Meeting,

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

Chair

Provost Lorraine Cameron presided.

In Attendance

A Russell, Chief Executive Designate; G McNeil, Director of Environment & Infrastructure; L McIntyre, Head of Policy & Commissioning and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); F Carlin Head of Housing Services (Communities & Housing Services); A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, D Pole, End User Technician, L Dickie, Finance Manager, D Low and L Belshaw, Democratic Services Managers, P Shiach, C MacDonald and R Devine, Senior Committee Services Officer (all Finance & Resources); and F Naylor Head of Finance & Corporate Services Renfrewshire Leisure.

Also in Attendance

J Cornett, Audit Director (Audit Scotland).

Valedictory

Provost Cameron referred to the recent untimely death of Alan Brown, Provost of East Dunbartonshire Council, and expressed deepest sympathy and condolences to his family on their sad loss. Individual members of the Council paid personal tributes endorsing the sentiments expressed.

Webcasting of Meeting

The Provost intimated that this meeting of the Council would be webcast live on the Council's website.

Apology

Councillor James Sheridan.

Declarations of Interest

Councillor Begg declared a non-financial interest in respect of agenda items 1, 2,3 and 4 as he was a Member of the Board of Renfrewshire Leisure Limited. He intimated that he would remain in the meeting and take part in any discussion or voting thereon.

Councillor Don declared a non-financial interest in respect of agenda items 1 and 2 as she was a Member of the Scottish Parliament. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of agenda items 1, 2, 3 and 4 as she was Chair of the Board of Renfrewshire Leisure Limited. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor McCartin declared a non-financial interest in respect of agenda items 1, 2,3 and 4 of the agenda as she was Depute Chair of the Board of Renfrewshire Leisure. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

1 Annual Audit Report from Audit Scotland - 2020/21 Renfrewshire Council Annual Accounts

Under reference to item 1 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 15 November 2021, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the Council's financial statements which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report intimated that each year the Council's appointed external auditors carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council

and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973. The report also highlighted that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, a copy of the 2020/21 Annual Audit Report prepared by Audit Scotland and outlining their findings from the audit was appended to the report, together with a copy of the draft letter of representation provided by the Council's Chief Financial Officer outlining assurances provided in respect of the accounts. It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, as amended by the Coronavirus (Scotland) Act 2020, the Council required to consider and approve the annual accounts for signature no later than 30 November 2021.

DECIDED: That the Annual Audit Report 2020/21 prepared by Audit Scotland be noted and that the letter of representation provided by the Council's Chief Financial Officer to Audit Scotland in respect of the accounts be approved.

2 Audited Annual Accounts 2020/21 - Renfrewshire Council

Under reference to item 2 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 15 November 2021, there was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2020/21 annual accounts, which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the 2020/21 unaudited Renfrewshire Council Annual Accounts had been approved at the meeting of the Council held on 24 June 2021. Subsequently, the audit process had been substantially completed and an audit opinion, free from qualification, had been provided by Audit Scotland. It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, as amended by the Coronavirus (Scotland) Act 2020, the Council required to consider and approve the annual accounts for signature no later than 30 November 2021. A copy of the Renfrewshire Council audited annual accounts 2020/21 were appended to the report for consideration and, if appropriate, signature. It was highlighted that there had been four significant changes to the accounts over the course of the audit but that these had no material impact on the revenue outturn position previously reported or on the level of unallocated reserves. Further detail in this connection was provided within the Annual Audit Report. In addition, reclassification and presentational changes had been agreed

DECIDED: That the audited Renfrewshire Council annual accounts 2020/21, as appended to the report, be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

3 Audit Scotland Report - 2020/21 Common Good Funds and Coats Observatory Trust Annual Accounts

Under reference to item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 15 November 2021, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the financial statements of the Common Good Funds and Coats Observatory Trust which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charities controlled by Renfrewshire Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and whether they had been prepared in accordance with the relevant regulations. The report also stated that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, copies of the Annual Audit Reports, prepared by Audit Scotland, in respect of the Common Good Funds and Coats Observatory Trust were appended to the report which outlined the findings from the audit. It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, as amended by the Coronavirus (Scotland) Act 2020, the Council required to consider and approve the annual accounts for signature no later than 30 November 2021.

DECIDED: That the Annual Audit Reports by Audit Scotland attached to the report be noted; and that the letters of representation provided by the Council's Chief Financial Officer to Audit Scotland in respect of the accounts be approved.

4 **Audited Financial Statements 2020/21 – Common Good Funds and Coats Observatory Trust**

Under reference to item 4 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 15 November 2021, there was submitted a report by the Director of Finance & Resources relative to the audit of the 2020/21 financial statements of charities controlled by Renfrewshire Council which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the 2020/21 unaudited financial statements of charities controlled by Renfrewshire Council had been approved at the meeting of the Council held on 24 June 2021. The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charities controlled by Renfrewshire Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and whether they had been prepared in accordance with the relevant regulations. The report advised that there were no significant changes to the annual accounts required over the course of the audit process and that minor presentational changes had been agreed. A copy of the audited Trustees' Annual Report and Financial Statements 2020/21 for the Common Good Funds and Coats Observatory Trust were appended to the report for consideration and, if appropriate, signature.

DECIDED: That the Audited Financial Statements 2020/21 for charities controlled by Renfrewshire Council, attached to the report, be approved.

Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 25 November 2021	10:00	Remotely by MS teams,

Present: Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Currie and R Devine, both Senior Committee Services Officers, A Easdon, Team Leader (Licensing), G McIntosh, Civic Government Enforcement 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 of the Board would be recorded and that the recording would be available to watch on the Council's website.

Apologies

Councillors Audrey Doig, Montgomery, McEwan 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 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 (b):-

(a) Ismail 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.

(b) Abdul Aslam

Mr Aslam, the applicant, joined the meeting by video call, together with Sergeant Robertson, who also joined by video call on behalf of the Chief Constable who had submitted an objection to the application and a further letter of objection containing additional information.

The Assistant Managing Solicitor (Licensing) advised that the objection and further letter of objection from Police Scotland was in the form of two letters, one of which had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in the second letter of objection, the Convener proposed that the Board admit the second letter as the interests of justice so required. This was agreed unanimously. Mr Aslam agreed that the Board should consider the matters contained in the second letter of objection.

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.

(c) Mohammed Bakkar

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

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

2 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:-

Imran Ali

Mr Ali, 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.

3 Hearings into Possible Suspension or Revocation of Taxi Drivers' Licences - Personal Appearances

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

(a) Charles McMahon T1567

Mr McMahon, the licence holder, joined the meeting by telephone call together with Sergeant Robertson 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 McMahon 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. Mr McMahon then addressed the Board.

Following consideration of Mr McMahon's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened.

Councillor McNaughtan, seconded by Councillor Mackay, moved that the grounds for suspension or revocation of Mr McMahon's Taxi Driver's Licence had not been established and that no action be taken.

Councillor Hughes, seconded by Councillor Steel, moved as an amendment that Mr McMahon's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

On the roll being called, the following members voted for the amendment: Councillors Hughes and Steel.

The following members voted for the motion: Councillors Devine, Mackay, McNaughtan and Strang.

2 members having voted for the amendment and 4 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: That the grounds for suspension or revocation of Mr McMahon's Taxi Driver's Licence had not been established and that no action be taken.

(b) Thomas Docherty T0054

Mr Docherty, the licence holder, joined the meeting by telephone call together with Sergeant Robertson, who 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 Docherty 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. Mr Docherty then addressed the Board.

Following consideration of Mr Docherty's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that Mr Docherty's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr Docherty's Taxi Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 01 December 2021	13:00	Teams meeting,

Present: Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Neill Graham, Councillor Jim Harte, Councillor Lisa-Marie Hughes, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

Chair

Councillor Paterson, Depute Convener, advised that he was assuming the Chair as Councillor Nicolson, Convener, was having technical difficulties in joining the meeting. Councillor Paterson indicated that he would remain in the chair should Councillor Nicolson manage to join the meeting, as he would be joining by telephone.

In Attendance

A Russell, Chief Executive; M Crearie, Director of Communities & Housing Services; A MacArthur, Interim Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, B Walker, Programme Director - City Deal & Infrastructure and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, L Belshaw and D Low, Democratic Services Managers, E Gray and C MacDonald, Senior Committee Services Officers, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources); C Lavery, Interim Chief Officer and F Burns, Head of Strategic Planning & Health Improvement (both Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure).

Recording of Meeting

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

Apology

Councillor McCartin for lateness.

Declarations of Interest

Councillor Hughes declared an interest in items 1,11, 12, 13, 14 of the agenda as she was the Chair of the Board of Renfrewshire Leisure Limited. She intimated that she would remain in the meeting and take part in any discussion or voting thereon

Councillor Hughes declared an interest in item 11 of the agenda as a member of the Renfrewshire Health & Social Care Partnership Joint Committee. She indicated that it was her intention to remain in the meeting.

Declaration of Interest

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

1 Revenue and Capital Budget Monitoring as at 17 September 2021

There was submitted a joint report by the Chief Executive, Interim Director of Finance & Resources and Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to the projected revenue and capital outturn position as at 17 September 2021 across all services reporting to this Board. For financial year 2020/21 the projected outturn position was split into core (business as usual) and Covid-19 related variances to outline the impact of the pandemic on service finances.

The report intimated that there was a projected annual overspend of £0.930 million in revenue expenditure and that since the last report to the meeting of this Board held on 15 September 2021 there had been capital budget adjustments totalling £4.402 million.

DECIDED:

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

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

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

2 **Climate Change Sub-committee**

There was submitted the Minute of the meeting of the Climate Change Sub-committee held on 17 November 2021.

It was intimated that the spelling of Councillor Graham's name in the apologies section of the Minute required to be corrected.

DECIDED: That the spelling of Councillor Graham's name in the apologies section of the Minute be corrected and that otherwise the Minute, as appended hereto, be approved.

3 **Climate Change Update**

There was submitted a report by the Chief Executive relative to an update on the work programme considered and agreed by the Climate Change Sub-committee (the Sub-committee), specifically highlighting work being undertaken to meet the target of achieving net zero carbon emissions by 2030.

The report outlined the areas considered by the Sub-committee at its meeting held on 17 November 2021 and provided updates in relation to the recent climate survey; the Renfrewshire Climate Panel; Renfrewshire's plan for net zero; the Community Climate Fund grant scheme; the National Climate Resilience Summit Ambition statement; key priority areas; and the Public Bodies Climate Change Duties Reporting 2020/21.

DECIDED:

(a) That the progress achieved in relation to the Council's response to the climate emergency be noted;

(b) That the proposals for progressing a pilot Community Climate Fund as set out in section 4 and Appendix 1 to the report be agreed and that it be agreed to allocate £50,000 of the Climate Action Change fund for this purpose;

(c) That it be agreed to endorse the National Climate Resilience Summit Ambition Statement as outlined in section 5 of the report; and

(d) That the submission to the Scottish Government of the Public Sector Climate Change Duties Report 2020/21 at Appendix 2 be approved.

4 **Covid-19 - Recovery and Response**

There was submitted a report by the Chief Executive relative to the Scottish Government's Covid recovery strategy and the Covid response in Renfrewshire.

The report intimated that the impact of the pandemic had been profound across Renfrewshire. As an organisation, the Council had also experienced significant challenges, delivering new services to support residents and businesses through the pandemic and adapting the way in which core Council services had been provided over the period in line with national guidance and legislation.

It was noted that the Council at its meeting held on 17 December 2020 had considered a suite of reports which outlined the initial response of the Council and its partners to the pandemic and specific plans to support recovery were approved, focussing on social renewal, economic recovery and the Council's financial sustainability.

The report referred to Covid recovery strategies which had been published at a national level by the Scottish Government in relation to key sectors such as education and health and social care and to the Covid recovery strategy - "For a Fairer Future" published in October 2021 which had a key focus on tackling widening inequalities with local government being a key partner in delivering this programme of work.

The report set out how the Council's social renewal and economic recovery plans aligned to the priorities identified by the Scottish Government.

DECIDED:

(a) That the priorities outlined within the Scottish Government's Covid recovery strategy – Fairer for All, which aligned closely to local priorities for recovery be noted; and

(b) That the ongoing focus of the Council and its partners on the Covid response in Renfrewshire, which remained a significant focus for the Council in terms of resource and capacity be noted.

Sederunt

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

5 Economic Recovery Plan Update and Renfrewshire Economic Profile (December 2021)

There was submitted an update report by the Chief Executive relative to targets set out in the Renfrewshire Economic Recovery Plan and the 7th edition of the Renfrewshire Economic Profile.

The report intimated that the purpose of the Economic Recovery Plan update was to provide details of progress made against priority actions agreed by Council at its meeting held on 17 December 2020. The purpose of the economic profile was to describe and track local demographics and economic indicators for Renfrewshire on a six-monthly basis. The data and analysis presented provided a context and a baseline to assess how well the Renfrewshire economy had performed over time.

The report referred to the impact of the Covid 19 pandemic on the UK, Scottish and Renfrewshire economies and to the Economic Recovery Plan for Renfrewshire for the period December 2020/22 which had been developed in conjunction with the Renfrewshire Economic Leadership Panel. From the Plan's overarching themes, 14 priority actions had been developed and progress against these priorities and next steps were detailed in the report.

DECIDED:

- (a) That the content of the Economic Recovery Plan update be noted; and
- (b) That the content of the December 2021 Renfrewshire Economic Profile be noted.

6 Social Renewal Plan Update

There was submitted an update report by the Chief Executive relative to the Social Renewal Plan which had been approved by Council in March 2021 to set out the high-level actions which the Council and its partners would take moving forward from the pandemic, with a focus on tackling inequality and improving well-being.

The report intimated that since the last update report to this Board at its meeting held on 16 June 2021, officers continued to work with partners to progress all actions with a specific focus on income, poverty and financial insecurity and details of progress made were highlighted in the report, including additional information on the wider tackling poverty programme and its existing range of activities.

The report noted that during the pandemic and through the community impact assessment undertaken in 2020, people living across communities continued to have very complex needs and the holistic support model would be piloted in early 2022 would allow partners to support recovery in a person-centred way.

The report highlighted that moving forward into 2022, a key priority for the Council and its partners would be in relation to supporting community resilience and working with local communities to identify priorities and local action plans in response to the pandemic and that this would be progressed through the Local Partnerships.

The Head of Policy & Commissioning confirmed that the Council continued to work closely with the food bank and that work was planned early in the new year with the local Poverty Alliance to explore options to support low income households and that a further report would be submitted to the Board on this.

Councillor Paterson, seconded by Councillor Hughes, moved

- (a) That the work that had been undertaken to progress the Social Renewal Plan in Renfrewshire be noted;
- (b) That the allocation of £8,940 from the Community Food Fund, to support the initiatives outlined in Section 4 of the report be approved;
- (c) That the allocation of £80,000 to Renfrewshire Leisure to co-ordinate a Digital Champions programme be approved, with a further £20,000 allocated to support further research and evaluation in digital exclusion in partnership with SCVO and a community device refurbishment initiative. This would be drawn from the £100,000 of social renewal funding agreed by Leadership Board in June 2021 to support digital exclusion;
- (d) That the allocation of £10,000 from Tackling Poverty funding to provide support to Renfrewshire Foodbank to respond to additional demand over Winter 2021 and into 2022 be approved and £20,000 be approved to support community youth engagement over this period by Youth Interventions;

(e) That the allocation of £200,000 to support the delivery of a holistic support service to local people impacted by drug and alcohol use be approved from the £2 million funding previously allocated by Council to respond to the findings of Renfrewshire's Alcohol and Drugs Commission;

(f) That the Scottish Government funding that had been allocated directly to the third and community sector in Renfrewshire to support the COVID response and recovery and mental health and wellbeing be noted;

(g) That the additional funding which was likely to be allocated to the Council from the Scottish Government to support low income households over the Winter be noted; and

(h) That the Chief Executive be authorised to develop and implement local arrangements to allocate this funding expediently, in consultation with the Council Leader, with an update to be provided to the Leadership Board in February 2022.

Councillor Andy Doig, seconded by Councillor Devine, moved as an amendment that in addition this Board commends the work of the Renfrewshire Drug and Alcohol Commission, in particular, its positive focus on holistic and preventative approaches from a health and wellbeing perspective.

This Board notes the same preventative approach from many GP Practices and therefore asks Renfrewshire Leisure to evaluate and consider the introduction of subsidised membership of RLL for those on benefits, and to bring a report back to a future Leadership Board.

On the roll being called, the following members voted for the amendment: Councillors Devine, Andy Doig, Harte, Graham and McIntyre.

The following members voted for the motion: Councillors J Cameron, Hughes, McCartin, McEwan, McGurk, McNaughtan, Nicolson, Paterson and Shaw.

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

DECIDED:

(a) That the work that had been undertaken to progress the Social Renewal Plan in Renfrewshire be noted;

(b) That the allocation of £8,940 from the Community Food Fund, to support the initiatives outlined in Section 4 of the report be approved;

(c) That the allocation of £80,000 to Renfrewshire Leisure to co-ordinate a Digital Champions programme be approved, with a further £20,000 allocated to support further research and evaluation in digital exclusion in partnership with SCVO and a community device refurbishment initiative. This would be drawn from the £100,000 of social renewal funding agreed by Leadership Board in June 2021 to support digital exclusion;

(d) That the allocation of £10,000 from Tackling Poverty funding to provide support to Renfrewshire Foodbank to respond to additional demand over Winter 2021 and into 2022 be approved and £20,000 be approved to support community youth engagement over this period by Youth Interventions;

(e) That the allocation of £200,000 to support the delivery of a holistic support service to local people impacted by drug and alcohol use be approved from the £2 million funding previously allocated by Council to respond to the findings of Renfrewshire's Alcohol and Drugs Commission;

(f) That the Scottish Government funding that had been allocated directly to the third and community sector in Renfrewshire to support the COVID response and recovery and mental health and wellbeing be noted;

(g) That the additional funding which was likely to be allocated to the Council from the Scottish Government to support low income households over the winter be noted; and

(h) That the Chief Executive be authorised to develop and implement local arrangements to allocate this funding expediently, in consultation with the Council Leader, with an update to be provided to the Leadership Board in February 2022.

7 Council Plan - Six-month Progress Update

There was submitted a report by the Chief Executive relative to the Council plan six-month progress update.

The report intimated that in September 2017 the Council approved new Council and Community Plans for Renfrewshire covering the period 2017 to 2022. The Council Plan set out the direction of the Council through five strategic outcomes - our economy, resilient communities, tackling inequality, creating a sustainable Renfrewshire and working together. Service Plans for each Council service sat under this framework and described in more detail how the priorities under each of these outcomes would be achieved, supplemented by detailed action plans and performance scorecards.

The report referred to the impact of the Covid 19 pandemic on Renfrewshire's communities, residents and businesses and the work which had been done to continue to deliver vital frontline services. It was noted that at appropriate points during the pandemic, services worked to restart impacted services in line with Scottish Government guidance and with local partners to develop recovery plans for Renfrewshire. However, despite the challenges of the pandemic, progress had been made against the five Council Plan priorities and this was detailed in the report.

DECIDED:

(a) That the progress achieved against the strategic outcomes since the last update to Leadership Board in June 2021, as outlined in Appendix 1 be noted; and

(b) That it be agreed that the next progress report for the Council Plan would be in summer 2022, marking the end of this Council Plan's term and acting as a final outturn report on progress.

8 Strategic Partnership Agreement - Active Communities

There was submitted a report by the Chief Executive relative to the Strategic Partnership Agreement, which had been agreed with Active Communities, and approved by Leadership Board in February 2020.

The report intimated that the Agreement required to be updated to reflect the funding Active Communities had received from the Community Empowerment Fund, Town Centre Regeneration funding and Regeneration Capital Grant Funding to support the development of a new community-led health and wellbeing hub in Johnstone as well as new and emerging areas of work.

The report proposed that going forward, any proposed minor amendments to the Strategic Partnership Agreement be reviewed and agreed by the Head of Policy & Commissioning in consultation with the Council Leader.

DECIDED:

(a) That the updated Strategic Partnership Agreement in relation to Active Communities be approved; and

(b) That authority be delegated to the Head of Policy & Commissioning to review and update the Strategic Partnership Agreement as required, in consultation with the Council Leader.

9 Levelling Up Fund Announcement

There was submitted a report by the Chief Executive relative to the success of the bid to the UK Government's Levelling Up Fund which would be used to deliver the AMIDS South project.

The report intimated that the submission of a Transport bid to the UK Government's Levelling Up Fund to finance the AMIDS South Project, including the requirement to provide a local authority contribution had been approved by the Leadership Board at its meeting held on 16 June 2021. The Council had now been notified of the success of this bid, resulting in an award of £38.7million from the UK Government Levelling Up Fund which represented 90% of the total project cost. The 10% match-funding contribution of up to £4.3 million would be funded from prudential borrowing supplemented from other funding sources where possible and this would be built into future long-term financial planning to ensure the financial commitment arising from the prudential borrowing was appropriately planned for and accommodated.

It was noted that in relation to future rounds of the Levelling Up Fund that suggestions from councillors would be welcomed.

DECIDED: That the successful funding award of £38.7 million from the Levelling Up Fund for the AMIDS South Project, representing 90% of the total project costs and the scope as outlined in this report be noted.

10 **The Making of Ferguslie - Framework Report and Place Plan**

There was submitted a report by the Chief Executive relative to the completion of the 'Making of Ferguslie Park' project and the preparation of a plan, prepared in partnership with the local community, that guided a future place vision for the neighbourhood. A link to the report and plan was included in the report.

The report intimated that the Making of Ferguslie was a high-level framework which captured the aspirations of local people and their priorities while being flexible in response to changing circumstances, funding opportunities and available support. It set a long-term vision for the area with a range of actions to reimagine underused land, enhance greenspaces, encourage creativity and support existing community initiatives. It served as a guide for collaborative action by local residents, community groups and stakeholders, supported by the Council and Community Planning Partners, to deliver their aspirations for Ferguslie Park over the next five to ten years.

The report highlighted the five principles which underpinned Ferguslie Park vision as improving connectivity; enhancing the environment; cultivating a 'Park' identity; supporting community empowerment; embracing cultures; and heritage and social values. The principles were supported by 12 project ideas which were detailed in the report.

The report set out potential funding opportunities which would help deliver the plan over the coming years. The Making of Ferguslie provided a framework for partnership initiatives which supported community-led delivery of actions and vision for the neighbourhood. The Council and partners would work jointly with the local community to explore mechanisms and external resources which supported delivery of the plan

DECIDED:

- (a) That 'The Making of Ferguslie' framework report and place plan be approved;
- (b) That the Head of Economy & Development be authorised to support the local community within Ferguslie Park to realise the aspirations within the framework, including those early interventions for action set out in Section 6.2 of the report; and
- (c) That it be noted that the progress on delivery of the framework would be reported to the Board as appropriate.

Declarations of Interest

Councillor Hughes having previously declared an interest in the following items 11, 12, 13 and 14 remained in the meeting.

11 **Renfrewshire Integration Joint Board- Development of Strategic Plan**

There was submitted a report by the Chief Executive relative to the work being undertaken by Renfrewshire Health & Social Care Partnership to develop a new Strategic Plan (Plan) on behalf of the Renfrewshire Integration Joint Board.

The report intimated that under the Public Bodies (Joint Working) (Scotland) Act 2014, integration bodies were required to review and produce a new Plan every three years and that this should involve a statutory consultation process. In Renfrewshire the current three-year Plan would come to an end in March 2022 and the report advised that work had now commenced to develop a new Plan in consultation with key stakeholders and a public consultation exercise which would run from 1 December 2021 to 31 March 2022. The Council's response to the consultation would be prepared for consideration by this Board at its meeting to be held on 23 February 2022.

DECIDED:

- (a) That the development of a draft Strategic Plan for Renfrewshire Integration Joint Board and the associated consultation process which had commenced be noted; and
- (b) That it be noted that a Council response to the Strategic Plan consultation would be prepared and submitted to the Leadership Board for approval in February 2022.

12 Future Paisley Update

There was submitted an update report by the Chief Executive relative to progress on delivery of the Future Paisley programme, following the decision of this Board at its meeting on 2 December 2020 that the cultural regeneration team and programme of work under Future Paisley would be led by the Head of Marketing & Communications with the cultural lead sitting with the Chief Executive of Renfrewshire Leisure.

The report provided an update on priority areas of work undertaken during 2021 and reflected the demands of a post-pandemic context and Renfrewshire's social and economic recovery. This included the revision of Future Paisley's step changes and strategic outcomes, administration of crisis funding for Renfrewshire's cultural sector, new project development and the reprofiling to March 2024 as agreed by the Future Paisley Partnership Board in June 2021.

It was proposed that instead of there being an annual report to this Board each December that the reports be six-monthly. This was agreed.

DECIDED:

- (a) That the priority areas of work, including the revision of Future Paisley step changes and programme progress at Appendix 1 of the report be noted; and
- (b) That it be agreed that instead of there being an annual report to this Board each December that the reports be six-monthly.

13 Six Monthly Monitoring Report – Renfrewshire Leisure Limited

There was submitted a report by the Chief Executive relative to Renfrewshire Leisure Limited's (RL) six-monthly monitoring report.

The report intimated that this Board at its meeting held on 28 April 2021 had approved RL's annual business plan priorities and the arrangements in place to monitor the delivery of the plan, including six-monthly progress reports to this Board.

The report provided an update on the performance of RL, a summary of the environment in which the organisation operated within and highlighted key achievements in the previous six months. The report also contained information in relation to national performance indicator data for cultural and leisure services and separated out digital engagement to show how the pandemic context currently changed the balance of how people were interacting with RL service areas.

DECIDED: That the progress being made by Renfrewshire Leisure in the delivery of the Business Plan for 2021/22 and the change in operating context for performance statistics be noted.

14 **The Regeneration of Paisley Town Centre – Paisley Museum Project**

There was submitted a report by the Chief Executive relative to the Paisley Heritage Asset Strategy, the signature project of which was the redevelopment of Paisley Museum to create an international quality visitor destination. It was noted that the Council had approved the finalised project proposal, scope and funding package in 2017. The report provided a progress update on the outcome of Historic Environment Scotland's (HES) funding decision which formed part of the approved funding strategy.

The report intimated that HES grant terms and conditions required the legal contract accepting the grant to be signed by 15 November 2021 and that this had been done. Acceptance of the grant meant that the Council would now be permitted to make grant claims retrospectively against the construction work which began on 21 June 2021 and was scheduled for completion on 30 December 2022.

DECIDED:

(a) That it be noted that the Council's application to HES for a grant towards Paisley Museum Re-Imagined Project was successful and an award of up to £1,498,726 was made on 15 September 2021;

(b) That it be noted that HES grant terms and conditions required the legal contract accepting the grant to be signed by 15 November 2021 to be eligible, and as such the acceptance of the grant was signed on 15 November 2021;

(c) That the acceptance of the grant award be homologated; and

(d) That it be noted that the acceptance of the grant meant that the Council would now be permitted to make grant claims retrospectively against the construction work which began on 21 June 2021 and was scheduled for completion on 30 December 2022.

15 **Conferences/Seminars**

There was submitted a report by the Acting Director of Finance & Resources relative to attendance at an online managing conflict workshop, hosted by the Local Government Information Unit at a cost of £75 per person and which included a personal safety programme which focussed on tips and techniques for councillors to improve their personal safety.

DECIDED: That attendance at this event be made available to all councillors.

Minute of Meeting Climate Change Sub-Committee

Date	Time	Venue
Wednesday, 17 November 2021	14:00	Remotely via MS Teams,

Present: Councillor Bill Brown, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided

In Attendance

L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Economy & Development Services, D Love, Chief Planning Officer, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer and G Crawford, Senior Communications Officer (all Chief Executive's); F Carlin, Head of Housing Services (Communities & Housing Services); J Calder, Head of Service (Curriculum & Quality) and K Johnston, Primary Science Development Officer (both Education & Children's Services); G Hutton, Head of Operations & Infrastructure and L Rennie, Operations Manager (both Environment & Infrastructure); J Lynch, Head of Property Services, D Pole and I Blair, both End User Technicians, R Devine, Senior Committee Services Officer and K O'Neil and J Barron, both Assistant Committee Services Officers (all Finance & Resources).

Also in Attendance

G Miller, Head Teacher and Pupils from St Margaret's Primary School.

Recording of Meeting

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

Apology

Councillor Neill Graham.

Declarations of Interest

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

1 Learning & Teaching about Climate Issues in Renfrewshire Schools

The Head of Service (Curriculum & Quality) introduced a presentation on Learning & Teaching about Climate Issues in Renfrewshire Schools.

Areas covered in the presentation included Priorities for Service Improvement, Rights Respecting Schools, Laudato Si Schools (a scheme for RC Schools devised by Pope Francis relative to climate change), Keep Scotland Beautiful, Climate Action Week and COP 26.

Members thanked the Head of Service (Curriculum & Quality), the Primary Science Development Officer and the children from St Margaret's Primary School for their presentation.

DECIDED: That the presentation be noted.

2 Climate Emergency Work Programme : Progress Report

Under reference to item 2 of the Minute of the meeting of the Sub-committee held on 1 September 2021, there was submitted a report by the Chief Executive regarding the work which had been undertaken by the Council in response to the climate emergency.

Reference was made to the report considered at the meeting of this Sub-committee held on 1 September 2021 outlining progress in connection with the work undertaken in response to the climate emergency declared by the Council in June 2019.

The Sub-committee had subsequently agreed key priorities to be progressed by officers, recognising that it was a particular priority to continue to develop Renfrewshire's plan for achieving the target of net zero carbon emissions by 2030 working alongside citizens, community planning partners and businesses. The report provided an update on the work undertaken to progress these priority actions and highlighted some of the key activities that had been undertaken since the last update to Board, with section 7 of the report setting out the key priority actions which had been identified by officers for completion over the next six-month period.

The Head of Policy & Commissioning advised that a consultancy/academic partner had been sought to assist with the technical aspects of the Net Zero Plan, but that a recent procurement exercise had been unsuccessful in obtaining a bidder for this

contract and there might be a consequential in the timescales of the full Net Zero Plan.

It was noted that services had continued to progress a range of activities which supported the Council's response to the climate emergency. An overview of these activities had been provided to the Sub-committee in December 2020, and appendix 1 provided an updated position.

Draft guidance to the Community Climate Fund including projects which could be funded, funding criteria and the application process were included in appendix 2 to the report.

DECIDED:

- (a) That the progress achieved in relation to the current work programme and associated updated timetable be noted;
- (b) That the progress achieved in relation to wider climate activity across the Council, as outlined in appendix 1 to the report, be noted;
- (c) That the proposals for progressing a pilot Community Climate Fund and the allocation of £50,000 of the Climate Action Change Fund for this purpose be approved;
- (d) That the proposal to endorse the National Climate Resilience Summit ambition statement, as outlined in section 6 of the report, be approved, and the Sub-committee recommend approval at the next meeting of the Leadership Board; and
- (e) That it be agreed that the key priorities for the progression over the course of the next six-month period, as detailed in section 5 of the report be approved, and that the timeline for the programme be noted;

3 **Climate Survey**

Under reference to item 2 of the Minute of the meeting of the Sub-committee held on 1 September 2021, the Strategy, Policy & Insight Manager gave a presentation on the Climate Survey.

It was noted that the survey was shared with the Public Services Panel and on the Council website, publicised through social media for the general public. Pollution of rivers and seas, the effects of climate change, flooding and the impact on the economy were areas covered in the survey.

Members thanked the Strategy, Policy & Insight Manager for her presentation.

DECIDED: That the presentation be noted.

4 **Climate Change & Planning**

The Head of Economy & Development gave a presentation on Climate Change and Planning.

The presentation included the influence of planning on net zero, renewable technologies, building adaptations, business growth, travel, green spaces, the location of new developments and waste management.

Officers responded to members' comments and questions on planning application regulations, the protection of trees during house building and the new trees policy which was currently under development.

Members thanked the Head of Economy & Development for his presentation.

DECIDED: That the presentation be noted.

5 **Clyde Climate Forest**

There was submitted a report by Chief Executive relative to the Clyde Climate Forest initiative which had been developed as part of a wider response to tackling climate change across the Glasgow City Region. The purpose of the initiative was to support tree planting projects which contributed to a new urban "forest" across the City Region area that delivered a broad range of climate and ecological benefits.

DECIDED:

(a) That the development of the Clyde Climate Forest and the role of the initiative in contributing to the Council's response to climate change be noted; and

(b) That the delivery of future phases of the initiative in Renfrewshire be explored be approved subject to consultation with local communities and stakeholders.

6 **Public Bodies Climate Change Duties Reporting 2020/21**

There was submitted a report by the Chief Executive regarding Renfrewshire Council's Public Bodies Climate Change Duties report for the period 1 April 2020 – 31 March 2021

DECIDED:

(a) That the report be noted; and

(b) That the Sub-Committee recommend that the report be approved at the next meeting of the Leadership Board.

Minute of Special Meeting Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 07 December 2021	13:00	Microsoft TEAMS Platform,

Present: Councillor Bill Binks, Councillor Bill Brown, Councillor Stephen Burns, Councillor Eddie Devine, Councillor Andy Doig, Councillor Neill Graham, Councillor John Hood, Councillor James MacLaren, Councillor Mags MacLaren, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor Andy Steel

Chair

Councillor McGurk, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development, D Love, Chief Planning Officer, S Marklow, Strategy & Place Manager and C Orr, Senior Communications Officer (all Chief Executive's); and K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, D Pole, End User Technician, R Graham, Senior Solicitor Litigation & Advice, D Low, Democratic Services Manager and R Devine, E Gray both Committee Services Officers and J Barron Assistant Committee Services Officer (all Finance & Resources).

Recording of Meeting

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

Thereafter the Clerk undertook a roll call of members in attendance at the meeting.

Declarations of Interest

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

1 Renfrewshire Local Development Plan

Under reference to Item 1 of the Minute of the special meeting of this Policy Board held on 14 April 2021, there was submitted a report by the Chief Executive relative to the Renfrewshire Local Development Plan (LDP).

The report advised that in accordance with the decision taken at the above meeting the Head of Economy & Development had modified the Proposed Renfrewshire Local Development Plan in line with all but three of the Scottish Government Reporter's recommendations set out in the Examination Report, in relation to housing sites at the former Golf Driving Range, Rannoch Road in Johnstone (LDP 2057), Thriplee Road in Bridge of Weir (LDP 2064) and Auchenlodment Road in Elderslie (LDP 2053) and Scottish Ministers had been notified of the Council's intention to adopt the modified Local Development Plan. The Council had advertised the intention to adopt the modified Proposed Renfrewshire Local Development Plan and sent a copy of the modified Local Development Plan to the Scottish Ministers along with a statement explaining why the three modifications to the Plan suggested by the Reporter were not accepted. Scottish Ministers had subsequently considered both the modified Plan and supporting information provided and concluded that they did not wish to intervene in the adoption of the Plan and that the Council could proceed to adopt the Modified Proposed Renfrewshire Local Development Plan. A copy of the response received from the Scottish Ministers, dated 17 August 2021, was appended to the report

In addition, the report intimated that the Council had successfully defended a Judicial Review action, raised by Cosmopolitan Hotels Limited, which challenged the validity of the decision taken by the Board on 14 April 2021. A summary of the petition for Judicial Review was provided, together with the petitioner's main grounds of argument and the Court's decision.

The modified proposed Plan recommended for adoption, together with Maps A to F, was as detailed on the Council webpages entitled Local Development Plan. It was highlighted that there was a possibility of a statutory challenge being made to the Local Development Plan once adopted. The report indicated that should the Plan and associated maps be adopted the post adoption procedures would be undertaken in line with the relevant statutory procedures as set out in the Town and Country Planning (Scotland) Act 1997.

Councillor McGurk, seconded by Councillor McNaughtan, moved (a) that it be noted that the Council had successfully defended the Judicial Review petition, raised by Cosmopolitan Hotels Limited, in respect of the proposed Renfrewshire Local Development Plan as detailed in section 4 of the report; and (b) that, in the circumstances, it be agreed to adopt the Renfrewshire Local Development Plan (referred to on the webpage as the modified proposed Renfrewshire Local Development Plan) including Map A, Map B, Map C, Map D, Map E and Map F, as detailed on the Council webpages – Local Development Plan, in accordance with the provisions of the Town and Country Planning (Scotland) Act 1997.

Councillor Andy Doig, seconded by Councillor Devine, moved as an amendment (a) that it be noted that the Council had successfully defended the Judicial Review petition, raised by Cosmopolitan Hotels Limited, in respect of the proposed Renfrewshire Local Development Plan as detailed in section 4 of the report; and (b) that the Renfrewshire

Local Development Plan not be adopted until the Board can examine the conclusions of the recent SEPA Flood Risk Consultation, and how the proposed plan would impact on housing land supply targets across Renfrewshire.

On the roll being called, the following members voted for the amendment: Councillors Binks, Brown, Devine, Andy Doig, Graham, Hood and J MacLaren.

The following members voted for the motion: Councillors Burns, M MacLaren, McGurk, McNaughtan, Nicolson, Paterson, Rodden and Steel.

7 members having voted for the amendment and 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That it be noted that the Council had successfully defended the Judicial Review petition, raised by Cosmopolitan Hotels Limited, in respect of the proposed Renfrewshire Local Development Plan as detailed in section 4 of the report; and

(b) That, in the circumstances, it be agreed that Renfrewshire Local Development Plan (referred to on the webpage as the modified proposed Renfrewshire Local Development Plan) including Map A, Map B, Map C, Map D, Map E and Map F, as detailed on the Council webpages – Local Development Plan, be adopted in accordance with the provisions of the Town and Country Planning (Scotland) Act 1997.