

Minute of Meeting Council

Date	Time	Venue
Thursday, 28 September 2023	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Provost Cameron, Convener, presided.

In Attendance

A Russell, Chief Executive; G McNeil, Director of Environment, Housing & Infrastructure; A MacArthur, Director of Finance & Resources; A Morrison, Head of Economy & Development Services, L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice/Chief Social Work Officer and J Calder, Head of Education/Interim Chief Education Officer (both Children's Services); C Dalrymple, Head of Facilities and Property Services (Environment, Housing & Infrastructure); M Boyd, Head of People & Organisational Development, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, P Murray, Head of Digital, Transformation & Customer Services, L Mitchell, Managing Solicitor (Contracts & Conveyancing), L Belshaw and D Low, both Democratic Services Managers and C MacDonald and E Gray both Senior Committee Services Officers (all Finance & Resources); V Hollows, Chief Executive and M Tokeley, Operations and Estates Director (both OneRen); and C Laverty, Chief Officer (Renfrewshire Health & Social Care Partnership).

Apology

Councillor Grady.

Webcasting of Council Meeting

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

Valedictory

The Provost advised that this was the last meeting of the Council Lilian Belshaw, Democratic Services Manager would attend before her retirement and took the opportunity to thank her for her professionalism and, specifically the impartial help, support and advice she had provided during her employment with Renfrewshire Council. Other elected members echoed the sentiments expressed by the Provost.

Declarations of Interest

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

Transparency Statements

Councillor Mullin indicated that he had a connection to items 6 and 7 – Chief Social Work Officer Report 2022/2023 and Renfrewshire Community Protection Chief Officers Group – Annual Report 2022/23 respectively - by reason of him being a NHS employee outwith the Renfrewshire Health and Social Care Partnership area. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor N Graham declared that he had a connection to items 6 and 7 – Chief Social Work Officer Report 2022/2023 and Renfrewshire Community Protection Chief Officers Group – Annual Report 2022/23 respectively – by reason that he was a volunteer with Barnardo's but not within the Renfrewshire area. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Davidson declared that she had a connection to item 6 – Chief Social Work Officer Report 2022/2023 – by reason that her daughter was employed at Barochan Road care home. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Campbell declared that she had a connection to items 6 and 7 – Chief Social Work Officer Report 2022/2023 and Renfrewshire Community Protection Chief Officers Group – Annual Report 2022/23 respectively – by reason that she was an employee with NHS Greater Glasgow & Clyde but not within the Council area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Airlie-Nicolson declared that she had a connection to item 6 – Chief Social Work Officer Report 2022/2023 – by reason that she worked for Quarriers who provided services in care. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor McCulloch declared that he had a connection to item 6 – Chief Social Work Officer Report 2022/2023 – by reason that his wife worked for Quarriers, but not in the Council's area. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor McMillan declared that he had a connection to item 6 – Chief Social Work Officer Report 2022/2023 – by reason that his daughter worked for Quarriers, but not in the Council's area. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Nicolson declared that he had a connection to item 6 – Chief Social Work Officer Report 2022/2023 – by reason that his wife worked for Quarriers, but not in the Council's area. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Neill Graham declared that he had a connection to item 9 Notice of Motion 1 – by reason that he worked in Russell Findlay MSP's office. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Minutes of Meetings of Council, Boards and Panels

Council, 22 June 2023

Placing Requests and Exclusions Appeals Panel, 24 July 2023

Special Regulatory Functions Board, 27 July 2023

Placing Requests and Exclusions Appeals Panel, 9 August 2023

Audit Risk and Scrutiny Board, 21 August 2023

Communities and Housing Policy Board, 22 August 2023

Regulatory Functions Board, 23 August 2023

Education and Children's Services Policy Board, 24 August 2023

Economy and Regeneration Policy Board, 29 August 2023

Planning and Climate Change Policy Board, 29 August 2023

Infrastructure, Land and Environment Policy Board, 30 August 2023

Special Regulatory Functions Board, 1 September 2023

Regulatory Functions Board, 7 September 2023
Appointments Panel - Director of Children's Services, 11 September 2023
Finance, Resources and Customer Services Policy Board, 14 September 2023
Leadership Board, 20 September 2023
Audit, Risk and Scrutiny Board, 26 September 2023
Appointments Panel - Director of Children's Services, 27 September 2023

DECIDED: That the Minutes be approved.

2 **Provost's Update**

The Provost intimated that an update in relation to the duties she had undertaken since the last meeting of the Council on 22 June 2023 would be circulated to members following the Council meeting.

DECIDED: That the update would be circulated following the Council meeting.

3 **Update on the Annual Audit Report 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Annual Audit report 2022/23.

The report advised that the Council's unaudited Annual Accounts for 2022/23 had been presented to the meeting of the Council held on 22 June 2023 and submitted for audit by the statutory deadline of 30 June 2023. The audit was now substantially complete but was still subject to final review and therefore the annual audit report was not available for consideration at this meeting of the Council as originally planned. Further detail was provided in Section 3 of the report.

DECIDED:

(a) That the report be noted;

(b) That it be noted that a special meeting of the Audit, Risk and Scrutiny Board may be held to consider the Annual Audit Report and Audited Annual Accounts 2022/23; and

(c) That it be noted that a special meeting of the Council would be held to consider the Annual Audit Report and Audited Annual Accounts 2022/23.

4 **Financial Update**

There was submitted a report by the Director of Finance & Resources relative to a financial update.

The report advised that the Council's financial outlook was subject to ongoing risk over the short and medium term as the Council continued to develop financial proposals which underpinned the Council's financial sustainability.

The Scottish Government Programme for Government (PfG) had been published on 5 September 2023, which provided useful context for the potential outlook for the local

government settlement and an indication of Scottish Government legislative priorities. The PfG outlined a range of proposed areas which would likely impact on the range and scope of services delivered by local government, and consequently the financial position of the Council.

The report intimated that COSLA and the Scottish Government continued to discuss the development of a fiscal framework as outlined in the Verity House agreement. While the potential additional flexibility councils might have in terms of their revenue grant allocation was welcomed, the framework in itself was unlikely to substantially improve the current financial position of local government. The medium-term outlook for the Council's finance remained challenging, and had not improved since previous reports to Council. While the immediate financial position of the Council remained secure, with the 2023/24 projected outturn broadly in line with the planned position, there were risks in the short-term which were outlined in the report, predominantly related to the 2023/24 pay settlement which remained unresolved. The report also proposed an amendment to the Council's capital plan to include provision for new schools investment.

DECIDED:

- (a) That the financial updated provided in the report be noted; and
- (b) That the revisions to the capital plan as outlined in section 5 be agreed.

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

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

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

The report advised that a notice had been published giving details of the timetable for and scope of the review, and the consultation process and invited comments on the current arrangements. In addition, notice was given to key groups, including councillors, Council departments, community councils, Renfrewshire Valuation Board, the local Disability Liaison Group and Capability Scotland. A note of the one comment received and the consideration which had been given to it in preparing the draft scheme was attached as Appendix 1 to the report. The Appendix also set out alternative arrangements for two polling places that had become unavailable since the last review in 2019 and proposed that the Tannahill Centre replace St Ninian's Church Centre and Our Lady of Peace Primary School replace Linwood Parish Church Hall. Appendix 2 identified local housing developments that might impact on polling arrangements. The preliminary polling scheme showing the polling places was also attached as Appendix 3 for consideration and adoption for formal public consultation.

DECIDED: That the polling places set out in the appendices to the report be approved as the draft polling scheme for public consultation.

6 **Chief Social Work Officer Report 2022/23**

There was submitted a report by the Chief Social Work Officer relative to the Annual Report 2022/23.

The report advised that the annual reports of all Chief Social Work Officers were submitted to the office of the Chief Social Work Advisor at the Scottish Government in order that a national overview report could be produced. The annual report from the Renfrewshire Chief Social Work Officer provided a summary of the activities relating to the Chief Social Work Officer during 2022/23 and was attached as an appendix to the report.

DECIDED: That the key activities outlined in the Chief Social Work Officer Annual Report be noted.

7 **Renfrewshire Community Protection Chief Officers Group – Annual Report 2022/23**

There was submitted a report by the Chief Executive relative to Renfrewshire Community Protection Chief Officers' Group Annual Report 2022/23. A copy of the annual report was attached as Appendix 1 to the report.

The report provided an overview of the key areas of activity overseen by the Renfrewshire Chief Officers' Group and highlighted the ongoing key benefits of excellent partnership working. The report noted that the Chief Officers' Group provided regular reports to the Member Officer Group, which comprised of elected members on a cross-party basis, and key officers from the Council and partners.

The annual report was provided against the backdrop of some of the biggest challenges to face public services in many years. Renfrewshire, as with elsewhere in the country, had faced both the emergence of new pressures and the exacerbation of existing ones. The cost-of-living crisis and inflation had added to existing inequalities. Public services also faced major challenges in addressing climate change, rising demand, and dealing with the longer-term impact of the COVID-19 pandemic.

DECIDED: That the report be noted.

Adjournment

The meeting adjourned at 11.00 am to allow young people from Fèis Phàislig's Gaelic choir to perform ahead of the start of the Royal National Mòd. The Provost thanked the children and staff for their performance. The meeting reconvened at 11.30 am.

8 Clydeplan/Regional Spatial Strategy – Future Governance

There was submitted a report by the Chief Executive relative to the Clydeplan/Regional Spatial Strategy and future governance.

The report updated members following the meeting of the Glasgow & the Clyde Valley Strategic Development Planning Authority held on 28 June 2023 and sought Renfrewshire Council's agreed position on the future governance for the preparation of a Regional Spatial Strategy (RSS). The report outlined potential options and Council was asked to express a view on their preferred model for delivery of this duty.

Councillor McNaughtan, seconded by Councillor Paterson, moved to replace Recommendation 2 at paragraph 2.1 of the report with the following:

"This Council notes the decision of the GCVSDPA (Clydeplan) Joint Committee to recommend passing responsibility for the new Regional Spatial Strategy to the Glasgow City Region Cabinet, however this Council considers it premature to do so at this juncture as no guidance has been issued to date as to the development of the RSS or the governance agreed between the constituent authorities.

The staff of the GCVSDPA (who are Renfrewshire Council employees) are greatly valued for their skills and knowledge in this rapidly changing planning environment and should be fully supported and involved in any proposed changes.

The Joint Committee has successfully operated as a directly accountable governance structure to all 8 local authorities regarding regional planning. This council believes that the same principle should apply regarding the development of the new Regional Spatial Strategies (RSS). For it to be equally successful it must be founded in democratically accountable governance structures which encourages neighbouring authorities to collaborate and agree on any strategies that may have an influence on their own local planning policies.

Council therefore agrees that the Joint Committee should continue until alternative suitable democratically accountable governance structures are identified, agreed and approved by all constituent authorities for its replacement with responsibility for delivering the new Regional Spatial Strategy".

The motion was agreed unanimously.

DECIDED:

(a) That the Joint Committee recommendation (Jun 2023) to its member authorities (and Renfrewshire's vote against this recommendation) be noted;

(b) That this Council notes the decision of the GCVSDPA (Clydeplan) Joint Committee to recommend passing responsibility for the new Regional Spatial Strategy to the Glasgow City Region Cabinet, however this Council considers it premature to do so at this juncture as no guidance has been issued to date as to the development of the RSS or the governance agreed between the constituent authorities.

The staff of the GCVSDPA (who are Renfrewshire Council employees) are greatly valued for their skills and knowledge in this rapidly changing planning environment and should be fully supported and involved in any proposed changes.

The Joint Committee has successfully operated as a directly accountable governance structure to all 8 local authorities regarding regional planning. This council believes that the same principle should apply regarding the development of the new Regional Spatial Strategies (RSS). For it to be equally successful it must be founded in democratically accountable governance structures which encourages neighbouring authorities to collaborate and agree on any strategies that may have an influence on their own local planning policies.

Council therefore agrees that the Joint Committee should continue until alternative suitable democratically accountable governance structures are identified, agreed and approved by all constituent authorities for its replacement with responsibility for delivering the new Regional Spatial Strategy; and

(c) That it be noted that further reports would be submitted to the appropriate Council board or Council once other member authority had made their preference known.

9 **Notice of Motion 1 by Councillors Andy Doig and Hood**

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

"Road Safety A737 Kilbarchan/Beith -

This Council recognises the economic, commercial, and community importance of the A737 to Renfrewshire in how it links with the wider West of Scotland network, and concurs with Transport Scotland's Road Safety Framework to 2030 which seeks to have the best road safety performance in the world.

Council notes the long-standing existence of several key accident hot-spots on the A737 between Kilbarchan and Beith, which fall far short of acceptable road safety standards and calls on the Scottish Government, in conjunction with Transport Scotland, Police Scotland, and local MSP's, to bring forward a remedial plan to rectify these.

At the conclusion of this plan Council calls on Scottish ministers to provide both a budget and timescale in which to implement this infrastructure improvement plan".

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

DECIDED:

This Council recognises the economic, commercial, and community importance of the A737 to Renfrewshire in how it links with the wider West of Scotland network, and concurs with Transport Scotland's Road Safety Framework to 2030 which seeks to

have the best road safety performance in the world.

Council notes the long-standing existence of several key accident hot-spots on the A737 between Kilbarchan and Beith, which fall far short of acceptable road safety standards and calls on the Scottish Government, in conjunction with Transport Scotland, Police Scotland, and local MSP's, to bring forward a remedial plan to rectify these.

At the conclusion of this plan Council calls on Scottish ministers to provide both a budget and timescale in which to implement this infrastructure improvement plan.

10 **Notice of Motion 2 by Councillors Andy Doig and Hood**

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

"Mandatory Dog Licensing and Amendments to Control of Dogs Act (Scotland) 2010

This Council recognises the overwhelming positive impact which responsible dog ownership brings to the benefit of the canine and human populations alike, but recognises increasing public concern around the rise of aggressive canine behaviour associated with, but not exclusive to, particular breeds.

Council regrets that bad ownership and lack of training are often the primary drivers for such dog behaviours, and therefore calls on the Scottish Government to amend the Control of Dogs Act (Scotland) 2010 to bring in mandatory dog licensing, administered at local authority level, in the interests of dog welfare, to prevent unethical dog-breeding, and to increase owner education and support".

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

Councillor Montgomery, seconded by Councillor Graham, moved the following amendment as an addition to the motion:

Paragraph 2 after dog licensing add "complete with robust enforcement powers".

Additional sentence at end of paragraph 2

"Council also calls on the Scottish Government to provide appropriate funding for the delivery of an effective licensing scheme".

Councillor Hughes, seconded by Councillor Adam, moved as a second amendment:

Delete all and replace with:

"Council notes the positive benefits that dog ownership brings to individuals, families and communities, and understands public concern about dog biting incidents.

Council notes the requirement for breeder registration as enshrined in the Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, currently regulated by Local Authorities. Council also notes that the Scottish Government is currently consulting on extending these regulations to include further areas. Council commits to fully engaging with this consultation.

Council agrees with Dog Welfare organisations like Dogs Trust, who do not believe licensing dog owners would be beneficial in reducing dog bite incidents, and consider it to be essentially unenforceable, and supports their position that people should be encouraged to seek support with training where needed, noting that many of the Dog Welfare organisations offer support with this.

Council also recognises the work of our Environment Team in creating the Take the Lead Campaign, which has included several successful events in our local parks.

Council asks the Director of Environment, Housing and Infrastructure to write to the Minister to request an update on the progress of the consultation, so that council may consider future options for regulation.”

In terms of Standing Order 27, Councillors Andy Doig and Hood being the mover and seconder of the motion, accepted the first amendment as an addition.

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

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

On a vote being taken, 21 members voted for the motion and 21 members voted for the amendment. There being an equality of votes being cast, in accordance with Standing Order 31, the Provost had a casting vote which she cast in favour of the amendment.

DECIDED:

Council notes the positive benefits that dog ownership brings to individuals, families and communities, and understands public concern about dog biting incidents.

Council notes the requirement for breeder registration as enshrined in the Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, currently regulated by Local Authorities. Council also notes that the Scottish Government is currently consulting on extending these regulations to include further areas. Council commits to fully engaging with this consultation.

Council agrees with Dog Welfare organisations like Dogs Trust, who do not believe licensing dog owners would be beneficial in reducing dog bite incidents, and consider it to be essentially unenforceable, and supports their position that people should be encouraged to seek support with training where needed, noting that many of the Dog Welfare organisations offer support with this.

Council also recognises the work of our Environment Team in creating the Take the Lead Campaign, which has included several successful events in our local parks.

Council asks the Director of Environment, Housing and Infrastructure to write to the Minister to request an update on the progress of the consultation, so that council may consider future options for regulation.

11 **Notice of Motion 3 by Councillors G Graham and Gilmour**

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

"Lochwinnoch Arts Festival 20th Anniversary

2023 is the 20th anniversary of Lochwinnoch Arts Festival. The festival is run entirely by volunteers led by local resident Morag Thow. Lochwinnoch Arts Festival promotes the best of Scotland's abundant cultural talent through round-the-year local concerts and events. Council congratulates the Lochwinnoch Arts Festival on its 20th Anniversary and recognises the dedication of all the volunteers who make these hugely popular festival events possible. Long may they continue."

Councillor Andy Doig, seconded by Councillor Rodden, moved, as an addition to the motion:

"Council further commends the organisers of the Lochwinnoch Feel Good Festival, a new annual event which complements the long-standing activities of the Lochwinnoch Arts Festival, and reiterates the view of Renfrewshire Council that Lochwinnoch and Kilbarchan are officially designated Villages of Heritage and Culture".

In terms of Standing Order 27, Councillors N Graham and Gilmour being the mover and seconder of the motion, accepted the amendment as an addition which was agreed unanimously.

DECIDED: Lochwinnoch Arts Festival 20th Anniversary

2023 is the 20th anniversary of Lochwinnoch Arts Festival. The festival is run entirely by volunteers led by local resident Morag Thow. Lochwinnoch Arts Festival promotes the best of Scotland's abundant cultural talent through round-the-year local concerts and events. Council congratulates the Lochwinnoch Arts Festival on its 20th Anniversary and recognises the dedication of all the volunteers who make these hugely popular festival events possible. Long may they continue.

Council further commends the organisers of the Lochwinnoch Feel Good Festival, a new annual event which complements the long-standing activities of the Lochwinnoch Arts Festival, and reiterates the view of Renfrewshire Council that Lochwinnoch and Kilbarchan are officially designated Villages of Heritage and Culture.

12 **Notice of Motion 4 by Councillors McMillan and McGuire**

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

"Access to Sun Cream

Council understands that children in our nurseries have access to sun cream.

Council agrees that this policy should continue to into primary schools.

Council therefore instructs the new Director of Children's services to bring back a report to the appropriate board advising on how this policy can proceed."

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

Councillor Campbell, seconded by Councillor Adam, moved an amendment as an addition to the motion:

"Council supports the current campaign to make sunscreen VAT free."

In terms of Standing Order 27, Councillors McMillan and McGuire being the mover and seconder of the motion, accepted the amendment as an addition.

DECIDED:

Council understands that children in our nurseries have access to sun cream.

Council agrees that this policy should continue to into primary schools.

Council therefore instructs the new Director of Children's services to bring back a report to the appropriate board advising on how this policy can proceed.

Council supports the current campaign to make sunscreen VAT free.

13 Notice of Motion 5 by Councillors McMillan and G Graham

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

"Availability of Schools

Council instructs the new Director of Children's Services to investigate the idea of making schools in Renfrewshire more available to the community after school hours.

The findings to be reported back to the appropriate board."

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

Councillor Campbell, seconded by Councillor Adam, moved as an amendment:

"School estate is the responsibility of the Director for Infrastructure, Land and Environment and school Lets within Renfrewshire's Educational Estate are managed by OneRen.

All Primary Schools are open until at least 7pm to facilitate lets and all Secondary Schools are open to 10pm to facilitate community lets. Council recognises the

important role our schools have within our communities and instructs the Director to explore the use of our school estate outside the existing hours and report findings back to the Infrastructure, Land and Environment Board.”

In terms of Standing Order 27, Councillors McMillan and G Graham being the mover and seconder of the motion, accepted the amendment, to the motion.

DECIDED:

School estate is the responsibility of the Director for Infrastructure, Land and Environment and school Lets within Renfrewshire’s Educational Estate are managed by OneRen.

All Primary Schools are open until at least 7pm to facilitate lets and all Secondary Schools are open to 10pm to facilitate community lets. Council recognises the important role our schools have within our communities and instructs the Director to explore the use of our school estate outside the existing hours and report findings back to the Infrastructure, Land and Environment Board.

14 Notice of Motion 6 by Councillors J MacLaren and Leishman

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

"Streetlights across Renfrewshire

Council recalls that since before the Covid-19 pandemic, many streetlights across Renfrewshire have been removed. This has led to many parts of our communities being inadequately lit after dusk.

Council acknowledges that poor streetlighting during the hours of darkness leads to increased risk of violent crime, burglary, road traffic accidents, tripping hazards etc.

Now that night is already longer than day, and Daylight Saving is only a little over four weeks away, this has become a very pressing concern for many of our citizens.

Council agrees to explore and identify measures to correct the inadequate streetlighting and to implement those measures as a matter of urgency."

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

Councillor Campbell, seconded by Councillor Burns, moved as a first amendment:

"Council recognises the investment of £9M into modernisation of over 30,700 lanterns in Renfrewshire. Renfrewshire Council was recognised in both the GO Awards Scotland and the National GO Awards for the innovation, sustainability and carbon reduction in street lighting across Renfrewshire. Council agrees that an update report on the operation of the street lighting service be made to the next appropriate meeting of Infrastructure, Land and Environment Board and that elected members are encouraged to engage with the service team and officers on any particular issues that require to be addressed in advance of that report."

Councillor Gilmour, seconded by Councillor McDonald, moved as a second amendment:

“Council instructs officers to carry out a Renfrewshire wide street lighting survey to assess areas and levels of risk. This would include an action plan identifying the needs for replacement, renewal or additional lighting The results of this plan to be reported to the appropriate Board”.

In terms of Standing Order 27, Councillors Campbell and Burns being the mover and seconder of the first amendment, accepted the second amendment as an addition.

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

The following members voted for the motion: Councillors N Graham, Gray, Leishman, J MacLaren and McGonigle.

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

DECIDED:

Council recognises the investment of £9M into modernisation of over 30,700 lanterns in Renfrewshire. Renfrewshire Council was recognised in both the GO Awards Scotland and the National GO Awards for the innovation, sustainability and carbon reduction in street lighting across Renfrewshire. Council agrees that an update report on the operation of the street lighting service be made to the next appropriate meeting of Infrastructure, Land and Environment Board and that elected members are encouraged to engage with the service team and officers on any particular issues that require to be addressed in advance of that report.”

Council instructs officers to carry out a Renfrewshire wide street lighting survey to assess areas and levels of risk. This would include an action plan identifying the needs for replacement, renewal or additional lighting The results of this plan to be reported to the appropriate Board.

15 Notice of Motion 7 by Councillors J Cameron and Adam

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

"Council welcomes St Mirren FC Charitable Foundation's new programme Menopause Goals – Celebrating the Second Half. Women's football is growing in popularity with attendance figures and viewing figures on the rise. In a once male-dominated sport, Council agrees that programme's like Menopause Goals mark a shift in culture and welcome this more inclusive approach in football."

Councillor J Cameron, seconded by Councillor Adam, then moved the motion which was agreed unanimously.

DECIDED: Council welcomes St Mirren FC Charitable Foundation's new programme Menopause Goals – Celebrating the Second Half. Women's football is growing in popularity with attendance figures and viewing figures on the rise. In a once male-dominated sport, Council agrees that programme's like Menopause Goals mark a shift in culture and welcome this more inclusive approach in football.

16 **Notice of Motion 8 by Councillors J Cameron and Hughes**

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

"Council welcomes the decision of the Lord Advocate not to prosecute people using the safe drug consumption room soon to be piloted in Glasgow. Scotland's drug deaths are reducing, but every death is a tragedy and a loved one lost to their families and friends. Safe consumption rooms are only one strand of a host of measures to support the issue of drugs deaths in Scotland, but an important and vital one. Council urges the UK Government not to block this pilot and in the long term calls for drugs legislation to be devolved to the Scottish Parliament."

Councillor J Cameron, seconded by Councillor Hughes, then moved the motion.

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

Delete: "Council urges the UK Government not to block this pilot and in the long-term calls for drugs legislation to be devolved to the Scottish Parliament."

Replace with: "Council acknowledges that the UK Government has stated on several occasions and on record that it will not intervene in any pilot of Drug Consumption Rooms authorised by the Scottish Government. Council is satisfied with the current level of drugs legislation devolved to the Scottish Government. Council urges the Scottish Government to continue developing strategies to combat Scotland's devastating drugs crisis.

There is no need to urge the UK Government not to block any DCR pilots when it has already pledged exactly that; to do so again is mere petty hectoring from the SNP and their increasingly eccentric partners, the Scottish Green Party.

Consistency in drugs legislation across the UK is the most effective way of controlling illicit drug use and of successfully prosecuting dealers. Drugs legislation should absolutely not be used as a tool for creating another constitutional conflict between Holyrood and Westminster; to do so is cynical in the extreme and puts the lives and wellbeing of many Scots at unnecessary risk".

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

"Council notes that the UK's first official consumption room for illegal drugs has been approved".

Council looks forward to hearing the findings of the pilot which is to be based in Glasgow.

Council also acknowledges that this proposal should be part of a wider programme that aims to reduce the impact illegal drug taking has on individuals, families and communities.

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

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

The following members abstained: Councillors Ann-Dowling, Clark, Davidson, Devine, Gilmour, G Graham, Hood, McCulloch, McDonald, McGuire, McMillan, Montgomery, Mullin and Smith.

23 members having voted for the motion, 5 members having voted for the first amendment and 14 members having abstained, the motion was declared carried.

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

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

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

DECIDED: Council welcomes the decision of the Lord Advocate not to prosecute people using the safe drug consumption room soon to be piloted in Glasgow. Scotland's drug deaths are reducing, but every death is a tragedy and a loved one lost to their families and friends. Safe consumption rooms are only one strand of a host of measures to support the issue of drugs deaths in Scotland, but an important and vital one. Council urges the UK Government not to block this pilot and in the long term calls for drugs legislation to be devolved to the Scottish Parliament.

17 **Notice of Motion 9 by Councillors N Graham and Gray**

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

"Low Emissions Zone

This council rules out establishing any Low Emissions Zone (LEZ/ULEZ) in Paisley or any other parts of Renfrewshire for the duration of this council term."

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

Councillor Paterson, seconded by McNaughton, moved as a first amendment:

Delete and replace with the following;

“The council administration can confirm that it is not considering the introduction of a Low Emissions Zone (LEZ/ULEZ) in Paisley or any other parts of Renfrewshire, however given the unanimous decision by Renfrewshire Council to declare a climate emergency in June 2019, agrees that arbitrarily ruling out any particular single measure would be counterproductive and undermine this Council’s Net Zero ambitions”.

Councillor Smith, seconded by Gilmour, moved as a second amendment:

Delete all and replace with:

“Council notes that the UK government has classed pollution as the largest environmental risk to public health and that the government estimates that human-made air pollution is responsible for annual mortality figures of 28,000 - 36,000.

Given that the UK government has estimated that by 2025 the total cost to the NHS and the social care system of the effects of air pollutants will be £1.6 billion, council agrees that options to protect public health and save lives should be considered when appropriate and that these decisions should be guided by evidence for the best possible health outcomes.”

In terms of Standing Order 27, Councillors Paterson and McNaughton being the mover and seconder of the first amendment, accepted the second amendment as an addition.

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

The following members voted for the motion: Councillors Devine, N Graham, Gray, Leishman, J MacLaren and McGonigle.

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

DECIDED:

The council administration can confirm that it is not considering the introduction of a Low Emissions Zone (LEZ/ULEZ) in Paisley or any other parts of Renfrewshire, however given the unanimous decision by Renfrewshire Council to declare a climate emergency in June 2019, agrees that arbitrarily ruling out any particular single measure would be counterproductive and undermine this Council’s Net Zero ambitions.

Council notes that the UK government has classed pollution as the largest environmental risk to public health and that the government estimates that human-made air pollution is responsible for annual mortality figures of 28,000 - 36,000.

Given that the UK government has estimated that by 2025 the total cost to the NHS and the social care system of the effects of air pollutants will be £1.6 billion, council agrees that options to protect public health and save lives should be considered when appropriate and that these decisions should be guided by evidence for the best possible health outcomes.

Sederunt

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

18 Notice of Motion 10 by Councillors Innes and McEwan

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

“WILDFLOWER PLANTING WORKSHOPS

Council thanks The Conservation Volunteers and Renfrewshire Council's Team Up to Clean Up campaign in their collaborative effort in providing wildflower planting workshops for community groups around Renfrewshire.

Council notes that community volunteers in Houston, Inchinnan and Paisley took part in the workshops, learning to create, improve and care for local green spaces that will benefit local communities in Renfrewshire going forward.

Further Council welcomes this joint effort with The Conservation Volunteers and the opportunities this provides for enhancing our environment and tackling the climate emergency."

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

DECIDED: Wildflower Planting Workshops

Council thanks The Conservation Volunteers and Renfrewshire Council's Team Up to Clean Up campaign in their collaborative effort in providing wildflower planting workshops for community groups around Renfrewshire.

Council notes that community volunteers in Houston, Inchinnan and Paisley took part in the workshops, learning to create, improve and care for local green spaces that will benefit local communities in Renfrewshire going forward.

Further Council welcomes this joint effort with The Conservation Volunteers and the opportunities this provides for enhancing our environment and tackling the climate emergency.

Sederunt

Councillors Shaw and K MacLaren left the meeting prior to consideration of the following item of business.

19 **Notice of Motion 11 by Councillors Innes and MacFarlane**

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

“ENERGY BILL SUPPORT SCHEME”

Renfrewshire Council calls for the UK Government to reintroduce the Energy Bill Support Scheme and provide struggling households in Renfrewshire with a £400 energy bill rebate.

Council notes that peoples energy bills have almost doubled since 2021 and recent hikes in standing charges mean this support is essential for people in Renfrewshire this winter."

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

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

“Council welcomes that the energy price cap is set to fall again this winter saving each household on average £151 on their energy bills.

Council notes the UK gov has spent an unprecedented 12 billion pounds on helping the most vulnerable in Renfrewshire and around the UK to mitigate the costs of rising fuel costs.

Council notes the Winter Heat Payment has replaced the Cold Weather Payment.

Council agrees to write to the Scottish Government to roll out the Winter Heat Payment earlier than February 2024 to help the most vulnerable people in Renfrewshire”.

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

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

4 members having voted for the amendment, 35 members having voted for the motion, the motion was accordingly declared carried.

DECIDED: Energy Bill Support Scheme

Renfrewshire Council calls for the UK Government to reintroduce the Energy Bill Support Scheme and provide struggling households in Renfrewshire with a £400 energy bill rebate.

Council notes that people's energy bills have almost doubled since 2021 and recent hikes in standing charges mean this support is essential for people in Renfrewshire this winter.

20 **Notice of Motion 12 by Councillors Shaw and Hughes**

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

"Renfrewshire Schools Pipe Band - World Champions

Renfrewshire Council congratulates our Renfrewshire Schools Pipe band on becoming World Champions at the World Pipe Band Championships in Glasgow, beating 28 bands in their category to take first place.

The win at the 'Worlds' the culmination of a wonderful season which seen them win competitions in Gourock, Lochore, Renfrew, North Berwick and Cowal on top of a Scottish Championship win and runners up at the European Championships. Council is proud of our young musicians, led by Pipe Major Keith Bowes Jr, and commends their dedication in developing the skills and talent needed to become World Champions and wishes them the very best of success in future competitions."

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

DECIDED: Renfrewshire Schools Pipe Band - World Champions

Renfrewshire Council congratulates our Renfrewshire Schools Pipe band on becoming World Champions at the World Pipe Band Championships in Glasgow, beating 28 bands in their category to take first place.

The win at the 'Worlds' the culmination of a wonderful season which seen them win competitions in Gourock, Lochore, Renfrew, North Berwick and Cowal on top of a Scottish Championship win and runners up at the European Championships. Council is proud of our young musicians, led by Pipe Major Keith Bowes Jr, and commends their dedication in developing the skills and talent needed to become World Champions and wishes them the very best of success in future competitions.

Minute of Meeting Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 31 October 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; L McIntyre, Head of Policy & Partnerships (Chief Executives); A Scott, Criminal Justice Services Manager and J Gardyne Senior Planning & Policy Development Officer (both Children's Services); L Feeley, Head of Housing Services, G Hannah, Head of Climate, Public Protection & Roads, T Irvine, Homeless & Housing Support Services Manager, N Drummond, Lead Officer (Environmental Co-ordination), J Murdoch, Housing Regeneration Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader, K Sillars, Housing Maintenance Manager, C Robertson, Warden Services Manager, D Murray, Area Housing Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Environment, Housing & Infrastructure); and J Kilpatrick, Finance Business Partner, R Devine Senior Committee Services Officer and K O'Neill, Democratic Services Officer (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor McGuire.

Declarations of Interest and Transparency Statements

Councillor M MacLaren declared a connection in respect of Item 2 - General Services Revenue, Housing Revenue Account and Capital Budget Monitoring Report and Item 5 - Draft Renfrewshire Strategic Housing Investment Plan 2024/29 – by reason of holding a Council appointment on the Williamsburgh Housing Association board. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor McMillan declared a connection in respect of Item 12 - Summer of Fun – Evaluation – by reason of being a member of Thorn Athletic committee. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

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

There was submitted the Minute of the meeting of the Sub-committee held on 22 August 2023, a copy of which forms the Appendix to this document.

DECIDED: That the Minute be approved.

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

There was submitted a General Services Revenue, Housing Revenue Account and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 15 September 2023.

The report stated that the projected outturn, as at 31 March 2024, for all services reporting to this Policy Board was an overspend position of £0.005 million while the projected capital outturn for projects was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in tables within the report, together with further analysis contained with appendices to the report. In addition, the report indicated that revenue expenditure budget adjustments totalling £0.239 million and capital budget adjustments of £9.3 million, had been processed since approval of the budget in March 2023. Details of the adjustments were outlined within the report.

DECIDED:

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

3 Community Funding Applications

There was submitted a report by the Chief Executive relative to various community funding applications.

Reference was made within the report to the regular reports submitted to this Policy Board in relation to community funds, such as the Greenspaces, Parks and Play Areas Fund, Villages Investment Fund and Community Empowerment Fund. At the meeting of the Leadership Board held on 20 September 2023 guidance for a significant tranche of further funding made available for allocation through the Sustainable Communities Fund was agreed with recommendations on applications to be considered by members of this Policy Board. It was proposed that, in future, all applications and funding information relating to these funds be provided through a single community funding report to this Policy Board each cycle to strengthen oversight of funding applications.

The report provided specific information relating to recent applications to and funding awarded from the Greenspaces, Parks and Play Areas Fund, Villages Investment Fund and Sustainable Communities Fund.

DECIDED:

- (a) That the information provided on the launch of the Sustainable Communities Fund be noted and that it be noted that recommendations in relation to funding awards would be submitted to this Policy Board for consideration;
- (b) That the Greenspaces/Villages Investment funding awards detailed in Appendix 1 of the report, made in terms of the delegated authority provided to the Director of Environment, Housing & Infrastructure to approve applications under the value of £5,000, be noted;
- (c) That it be agreed that an additional £3,400 of funding be allocated from the Villages Investment Fund to meet the final funding package agreed with Kilbarchan Community Council, as detailed in Section 5 of the report, for the installation of seating; and

(d) That the proposals for officers to explore the potential introduction of the school focused Litter Lotto programme, in partnership with Keep Scotland Beautiful, with £7,000 allocated of Greenspaces funding subject to final due diligence be agreed.

4 **Environment, Housing and Infrastructure - Service Improvement Plan 2023/26 Mid-Year Monitoring Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the performance and achievements of the Environment, Housing & Infrastructure Service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for the Environment, Housing & Infrastructure Service, approved at the meeting of this Policy Board held on 16 May 2023, set out the priorities for the development of the service over a three-year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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. The report also indicated that the Service had made good progress in delivering positive outcomes for Renfrewshire and its residents. This included through the actions within the Service Improvement Plan and additional areas of priority/ focus which had subsequently arisen over the first six months of 2023/24. It was highlighted that to complement the six-monthly update on the Service Improvement Plan, a Service Update report would be submitted to each meeting of this Policy Board providing an overview of key service activities, an operational performance update on the services and key projects and updates on any other relevant changes to service areas covered within the remit of the Board.

DECIDED: That the report including updated performance information and progress to date on delivering the actions contained within the Environment, Housing & Infrastructure Service Improvement Plan be noted.

5 **Service Update Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to key service activities and providing an operational performance update on services and key projects together with updates on changes in service areas covered within the remit of this Policy Board.

Updates were provided in respect of local public protection, housing community development and criminal justice activities and specific projects and recent changes within each service area. It was highlighted that Service update reports would be submitted to all future meeting of this Policy Board.

DECIDED: That the report be noted.

6 Renfrewshire Strategic Housing Investment Plan 2024/29

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

The report indicated that the 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 2024/29, a copy of which was appended to the report, had been developed following consultation and took cognisance of projects which were anticipated to be completed, potential slippage and estimates of when new projects could potentially be brought forward. The finalised Plan incorporated issues raised via the comments received during the consultation process. Details of the future Resource Planning Assumptions for the period 2024/26 were also provided. It was noted that, subject to approval, the Renfrewshire SHIP 2024/29 would be submitted to the Scottish Government.

DECIDED: That the Renfrewshire Strategic Housing Investment Plan 2024/29 be approved for submission to the Scottish Government.

7 Renfrewshire Local Housing Strategy 2023/28

Under reference to item 4 of the Minute of the meeting of the former Communities, Housing & Planning Policy Board held on 15 March 2022 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Renfrewshire Local Housing Strategy 2023/28.

The report stated that in terms of the Housing (Scotland) Act 2001 local authorities had a duty to prepare a five-year Local Housing Strategy (LHS), informed by an assessment of housing provision, need and related services within the local area. The LHS outlined the strategic vision for housing and housing related services in Renfrewshire and sought to provide clear direction for strategic housing investment. The draft strategy, approved at the meeting of the former Communities, Housing & Planning Policy Board held on 15 March 2022 subject to a 12-week consultation period involving residents, tenants, housing association partners, Renfrewshire Health & Social Care Partnership and third sector organisations, proposed five strategic priorities for Renfrewshire, details of which were provided within the report, which the Council and partners would seek to deliver over the next five-year period. The draft strategy also detailed actions which the Council and partners required to deliver to achieve the strategic priorities. These actions formed the basis of an action plan to accompany the finalised LHS 2023/28 and would be monitored and reported to this Policy Board on an annual basis. A total of 56 representations had been submitted during the consultation period in addition to the 101 representations received during preparation of the draft strategy. Responses covered a wide range of areas including housing need and demand; supply and delivery of homes; wheelchair/accessible homes; stock condition; climate change; fuel poverty; homelessness; and independent living. It was highlighted that a consultation summary report detailing the consultation undertaken and how the representations and feedback had influenced

the development of the LHS was available to view on the Council's website. In addition, it was noted that the Scottish Government had reviewed the draft strategy and provided feedback identifying strengths and areas where additional information could be included.

Copies of the finalised Renfrewshire Local Housing Strategy 2023/28 and associated Action Plan were appended to the report.

DECIDED: That the Renfrewshire Local Housing Strategy 2023/28 and associated Action Plan be approved.

8 **Regulation of Social Housing - Assurance Statement**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Assurance Statement 2024 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 regarding performance and benchmarking which demonstrated continuing strong performance across most areas of the housing service during 2022/23 and identified areas for improvement. Appendix 1 of the report detailed the Regulator's Framework requirements for all local authorities and Registered Social Landlords and provided evidence to demonstrate Renfrewshire Council's compliance. A copy of the proposed Annual Assurance Statement 2023 for Renfrewshire Council was attached as Appendix 2 of the report, for approval.

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 2023, attached as Appendix 2 of the report, be approved for submission to the Scottish Housing Regulator.

9 **Annual Housing Performance Benchmarking Report 2022/23**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Council's performance in terms of the key Social Housing Charter indicators in comparison to those of other social housing providers.

The report provided information and analysis on the Council's performance during 2022/23 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 together with analysis was provided in respect of other local authorities and Registered Social Landlords.

DECIDED: That the Council's performance during 2022/23, in relation to key Housing Charter indicators compared to other social landlords be noted.

10 **Community Learning and Development Strategy 2021/24 – Year 2 Progress Update**

There was submitted a report by the Chief Executive relative to delivery during 2022/23 of the Renfrewshire's Community Learning and Development (CLD) Strategy 2021/24.

The report advised that Renfrewshire's CLD Strategy and Action Plan 2021/24 had been approved at the meeting of the former Communities, Housing & Planning Policy Board held on 17 August 2021 and that the strategy had been developed in partnership with a wide range of statutory, voluntary and community groups, and partners to delivery of the Action Plan, which was aligned to Renfrewshire's Community Plan Vision and underpinned by the shared values identified by the Community Learning and Development Standards Council. The report was the second annual update in terms of delivery of the strategy and specifically provided a summary of the key activities undertaken during 2022/23. The report provided a summary update on the progress achieved during 2022/23, which was detailed more fully within the Appendix to the report. It was also highlighted that, in future, to further enhance scrutiny and oversight of local community learning and development activities six-monthly update reports on progress in terms of the CLD Strategy would be submitted to this Policy Board and that Education Scotland were currently undertaking a programme of inspection visits across all 32 local authority areas with a focus on progress made locally in terms of the delivery of the CLD Strategy and that further updates would be provided to elected members in due course to update on the outcome of any local inspection visit.

DECIDED:

(a) That the progress achieved during 2022/23 in terms of the Community Learning and Development Strategy by local services, partners and communities, as outlined within Appendix 1 of the report, be noted;

(b) That it be noted that six-monthly update reports on progress in terms of the Strategy would be submitted to this Policy Board; and

(c) That it be noted that the Service was anticipating an inspection visit from Education Scotland during 2023/24 to review local progress on the implementation of the Strategy and that a report would be submitted to a future meeting of this Policy Board on the inspection findings once these became available.

11 **Community Justice Update and Annual Return 2022/23**

There was submitted a report by the Head of Childcare & Criminal Justice relative to the Community Justice Renfrewshire Annual Outcome Activity Report 2022/23.

The report advised that Community Justice Renfrewshire, like other justice partnerships, was required to report on local progress towards national justice outcomes. These local achievements were relayed to Community Justice Scotland who combined them with those of other justice partnerships to create a national report. The report detailed the local progress attained and described how Community Justice Renfrewshire would build on these strengths and further develop its improvement approach in alignment with latest guidance and direction.

A new National Strategy for Community Justice had been published during June 2022 which set the improvement priorities for Scotland's community justice partnerships and outlined their contribution to the wider Vision for Justice in Scotland, published in February 2022. Community Justice Scotland supplied community justice partnerships with a reporting template which required to be used to describe the local community justice activity delivered over the preceding financial year and its contribution to national justice outcomes. The 2022/23 template acknowledged that strategic developments had taken place at a national level and that this has affected reporting requirements. It was highlighted that the publication of the revised National Strategy for Community Justice part way through a reporting period meant that justice partnerships were unable to fully align their local progress to national justice outcomes. In response, Community Justice Scotland had revised the scope of the 2022/23 template to allow for more reflection on how learning could be carried forward in pursuit of the revised national justice outcomes.

The draft Community Justice Renfrewshire's Annual Outcome Activity Return, a copy of which was appended to the report, detailed the opportunities identified over the period 1 April 2022 to 31 March 2023, and how these had informed the current approach locally. In accordance with guidance, the return emphasised collaborative activity rather than detail activity progressed by individual teams, services, or organisations. This reduced duplication of reporting and focused on the partnership's added value. It was noted that the draft Return had been submitted to Community Justice Scotland in advance of the submission deadline, with an indication that the finalised Report would be submitted and published following approval and/or amendment by this Policy Board.

DECIDED:

(a) That the Reporting Template for the Community Justice Renfrewshire Annual Report 2022/23, a copy of which was appended to the report, be approved; and

(b) That it be noted that the Community Justice Renfrewshire Annual Report Template 2022/23 had been submitted to Community Justice Scotland in draft format and, subject to approval and/or amendment by this Policy Board, the finalised Report would be submitted and published.

12 **Summer of Fun – evaluation**

There was submitted a report by the Chief Executive relative to the multi-agency, universal and targeted work developed and delivered across Renfrewshire throughout the summer holiday period as part of the 2023 Summer Holiday Provision initiative.

The report made reference to the £10 million allocated to local authorities by CoSLA

in line with the Scottish Government's commitment for targeted provision of accessible activities, childcare and food for 5 –14 year-old children from low-income families during the 2023 school summer holiday period. It was highlighted that the Scottish Government had wanted a particular focus to be on six main targeted groups who were especially vulnerable to falling into poverty, namely lone parent families; ethnic minority families; those with a disability; mothers under 25; those with a child under one year of age; and those with more than three children. Renfrewshire Council had been allocated funding of £292,415, which had been used to deliver a highly successful programme of activities for children, families and young people, which encouraged them to access a wide range of activities and healthy food. Almost 1,000 individual children had benefitted from activities over the summer period. A summary of the final detailed evaluation report for the Summer of Fun Programme, submitted to the Scottish Government, was appended to the report.

DECIDED: That the content of the evaluation report in respect of the Summer of Fun Programme be noted.

13 **Renfrewshire's Local Air Quality Management Update – 2023 Air Quality Annual Progress Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to air quality within Renfrewshire and specifically Renfrewshire's 2023 Annual Progress Report.

The report provided an update in relation to air quality within Renfrewshire and detailed the findings of the Council's most recent Local Air Quality Management report, Renfrewshire's 2023 Annual Progress Report, which reviewed air quality monitoring data from 2022. It was noted that there had been no exceedances identified within Renfrewshire during 2022 of any quality objectives with concentrations of nitrogen dioxide and particulate matter continuing to show a downward trend. In addition it was noted that there had been three consecutive years of compliance with statutory objective levels throughout all of Renfrewshire and eight years of compliance within Paisley and the Paisley Town Centre Air Quality Management Area, that the legislative framework permitted Air Quality Management Areas to be amended or revoked and Scottish Government Policy Guidance recommended that, as a minimum there would normally be at least three consecutive years where the pollutants of concern were compliant with the relevant objective levels and that Environment, Housing & Infrastructure staff would continue with the current monitoring programme throughout 2023/24 prior to considering whether to amend or revoke any of the Council's three Air Quality Management Areas.

DECIDED:

- (a) That the Renfrewshire 2023 Air Quality Annual Progress Report be noted; and
- (b) That it be noted that there were no exceedances identified within Renfrewshire during 2022 of any quality objectives.

14 Consultation on Licensing of Activities Involving Animals

Under reference to item 8 of the Minute of the meeting of the Regulatory Functions Board held on 18 August 2021 there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the consultation exercise launched by the Scottish Government on the extension of the Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021 proposing to licence further commercial animal related activities, and to replace existing legislation covering animal boarding and riding establishments.

The report advised that under these regulations, the Local Authority where the premises were located was normally considered to be the relevant licensing authority and that the consultation sought views on proposals to extend the current licensing regime to include sectors such as dog walking, dog grooming, providing livery services and businesses offering canine fertility services. Any new licensable activities would have mandatory general and activity-specific conditions attached with these conditions detailed within the Regulations. The proposal allowed for fees to be set locally, which would enable Local Authorities to recover reasonable costs relating to the processing of applications, inspections and enforcement activities. It was noted that there would be resource implications for the Council, should the provisions of the Regulations be enacted in full however it was not possible to quantify, as the Council had no information on the numbers of traders currently operating within Renfrewshire who would require to be licensed. It was proposed, as was currently the case for existing licensable activities, that Licences would be issued for either one, two or three years with their duration dependent on factors including previous compliance, confidence in management of the activity, and whether the licensee was already operating to higher standards than the minimum set.

A copy of the consultation response, prepared and submitted on behalf of the Council prior to the deadline for responses, was appended to the report for homologation.

DECIDED:

(a) That the consultation proposals be noted and the response submitted, a copy of which was attached as Appendix A of the report, be homologated and

(b) That a further report, providing an update on the implications for the Service be submitted to a future meeting of this Policy Board when the regulations had been finalised.

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

Date	Time	Venue
Tuesday, 22 August 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan

Chair

Councillor McGurk, Convener, presided.

In Attendance

G Hannah, Head of Climate, Public Protection and Roads; F Wilson, Serious Organised Crime & Trading Standards Manager (both Environment, Housing and Infrastructure); K O'Neill, Democratic Services Officer, J Barron and D Cunningham both Committee Services Officers, D Pole and J Mclean both End User Technicians (all Finance & Resources).

Also in Attendance

L Waddell, Chief Superintendent, W Graham, Area Commander, A Maclean, Detective Inspector, and R Jackson, Sergeant (all Police Scotland); and D McCarrey, Area Commander and P Storrie, Group Manager (both Scottish Fire & Rescue Service).

Webcasting of Meeting

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

Declarations of Interest and Transparency Statements

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

Order of Business

In terms of Standing Order 16, the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering item 4 of the agenda Cybercrime Investigations before item 1 Scottish Partnership Against Acquisitive Crime (SPAACE): Acquisitive Crime Strategy 2023-2028 of the agenda.

1 **Cybercrime Investigations**

A MacLean, Detective Inspector and R Jackson, Sergeant, gave presentations on Cybercrime which provided statistical information on the increase in the numbers and categories of this form of crime. Police Scotland had a department which was created specifically to deal with these types of crime and the challenges faced in policing these crimes were highlighted.

The Prevention Partners and Community Wellbeing Division was based in three locations across Scotland. The Cybercrime Harm Prevention Team, which included two civilian officers, worked closely with partners across Scotland to provide cybercrime prevention support, resilience and mitigation guidance. The Unit collaborated with various government organisations and included Education Scotland through GLOW network to raise awareness of child online safety and monitored cybercrime landscape to identify emerging threats.

National data for Scotland was provided together with the types of threats domestically and to businesses involved. Police forces across the United Kingdom were working collaboratively to address these crimes and communicated with law enforcements agencies across the world.

DECIDED: That the presentation be noted.

2 **Scottish Partnership Against Acquisitive Crime (SPAACE): Acquisitive Crime Strategy 2023-2028**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the Scottish Partnership Against Acquisitive Crime (SPAACE).

Police Scotland, with their partners across industry, the regulatory landscape and third sector, had formed SPAACE to provide strategic focus to preventative activities. The partners brought a range of expertise to tackle the problem, with the joint aim of reducing the risks communities faced from acquisitive crime, and the associated financial loss.

Acquisitive crime was defined as any type of crime whereby the perpetrator sought to derive material gain from the crime. Anyone could be a victim of acquisitive crime, which included fraud, housebreaking, doorstep crime, fuel thefts and theft of plant machinery.

SPAACE had now launched the first “Acquisitive Crime Strategy 2023/28”, attached at Appendix 1 of the report, which recognised that the key to success in tackling this growing area of criminality was in a collaborative approach.

DECIDED: That it be noted that Trading Standards and the Community Safety Partnership welcomed and would commit to supporting the Scottish Partnership Against Acquisitive Crime (SPAACE) Strategy 2023/28, as attached as Appendix 1 to the report.

3 **Police Scotland - Quarterly Performance Report**

There was submitted a report by the Area Commander, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April to 30 June 2023. The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in Renfrewshire Policing Priorities 2023/26 and Police Scotland's Policing Priorities 2022/23.

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

Overall violent crime had increased by 6.2% on the previous year. Overall crimes of dishonesty had increased by 24.6%, with common theft, fraud and shoplifting (three of the highest volume acquisitive crimes) all on the rise. Of the crimes tagged with the 'cybercrime' marker recorded in the current reporting year 41% were acquisitive crimes, most commonly online frauds. Intelligence led policing resulted in 52 drugs detections in the current year, a rise of 24 on the previous reporting year. In Renfrewshire & Inverclyde Division, serious and organised criminals were deprived of £808,553 in cash and assets through use of the Proceeds of Crime Act an increase of 184% on the previous year. One Serious and Organised Crime Group (SOCG) principal member and 29 SOCG associates were arrested in the current reporting year.

Overall, road casualties had increased by three on the previous year to a total of 30. The detection rate for offences relating to motor vehicles was 85.2%. Drink and drug driving offences had reduced by 23.2% on the previous year, to a total of 43 offences.

In the period April 23 to June 2023, there were 193 recorded missing persons incidents, a significant decrease on the same period 2022/23. All but one missing person was found alive. The decrease was most evident in missing persons reported involving younger people, with the incidents involving people aged under 20 years falling by 32.7% year on year. In Renfrewshire, over 65% of missing people were traced within 24 hours of being reported as missing, with this proportion rising to approximately 84% being traced within two days.

DECIDED: That the report be noted.

4 **Scottish Fire and Rescue Service - Quarterly Performance Report - Qtr 1**

There was submitted a report by the Group Manager, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and local fire and rescue service plan priorities in the Renfrewshire area during period 1 April to 30 June 2023.

The report provided updates in relation to Renfrewshire activity, accidental dwelling fires and casualties, unintentional injury and harm, deliberate fire setting, non-

domestic fire safety and unwanted fire alarm signals.

Accidental Dwelling Fires had increased by 3% (one incident) on the same period in 2022/23. One dwelling fire casualty, for this reporting period was recorded. Non-fire casualties had increased by 3 from the same period last year with a total of 31 casualties, of which 16 (52%) were as a result of road traffic collisions. Deliberate fire setting had decreased by 27% (59 incidents) from Q1 in 2022/23.

The report also provided information on Unwanted Fire Alarm Signals (UFAS) which had shown an increase of 4% (9 incidents) on the same period of the previous year, a breakdown of the number of incidents, categories and where these occurred was also provided. It was anticipated that the implementation of Scottish Fire & Rescue Service's UFAS Strategy would see a reduction in the next reporting period.

DECIDED: That the contents of the report be noted.

5 Local Issues

In answer to questions raised Police Scotland re-assured members that there had been no impact on the policing provided in the Johnstone area while the recent world cycling championships were being held in Glasgow and that officers who would normally have been on their rest day had covered this event.

Police Scotland advised that they were aware and were dealing with the issue of frequent speeding incidents in Renfrew together with the noise associated with this. Members were advised that incidences of this type should be emailed to the Community Policing mailbox.

In answer to a question raised about the protests at Erskine Muthu Hotel, Police Scotland advised there had been no further issues although the protests were still ongoing.

In relation to the ongoing problem with vandalism at the skate park located adjacent to the Onyx in Linwood members were advised that there had been increased Police presence to attempt to address the situation which was preventing young people using the facility.

DECIDED: That the information provided be noted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 01 November 2023	10:00	Remotely by MS Teams,

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Managing Solicitor (Licensing), P Shiach, Senior Committee Services Officer, D Cunningham, Committee Services & Licensing Officer, R McCallum, Licensing & Committee Assistant (all Finance & Resources); and C Young, Fair Trading & Licensing Officer (Environment, Housing & Infrastructure).

Recording of Meeting

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

Apologies

Councillors Montgomery and Mullin.

Declarations of Interest and Transparency Statements

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

1 **Renewal of Private Hire Car Operator's Licence – Personal Appearance**

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

Applicant: Lawrence Olaley
Licence no.: PH1380

Mr Olaley, 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 two years. This was agreed unanimously.

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

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

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

Present operator: Ian Roulston
Proposed operator: Thomas McGarrell
Licence no.: TX228

Mr Roulston, the applicant, joined the meeting by telephone call. There was no appearance by or on behalf of Mr McGarrell. The Convener proposed that the application be considered in Mr McGarrell's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

3 **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:-

Applicant: Moloy Sarker
Licence no.: TX226

Mr Sarker, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years subject to the applicant submitting a valid MOT certificate within four weeks from 1 November 2023. This was agreed unanimously.

DECIDED: That the application be granted for a period of two years subject to the applicant submitting a valid MOT certificate within four weeks from 1 November 2023.

EXCLUSION OF PRESS AND PUBLIC

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

4 Renewal of Taxi Operators' Licences – Personal Appearances

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

(a) Applicant: Stephen Heron
Licence no.: TX205

Mr Heron, 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 two years and that Mr Heron continue to be exempt from operating a wheelchair accessible vehicle.

DECIDED: That the application be granted for a period of two years and that Mr Heron continue to be exempt from operating a wheelchair accessible vehicle.

(b) Applicant: Vincent Dobbins
Licence no.: TX045

Mr Dobbins, the applicant, accompanied by his son, Mr Dobbins Jnr, 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 and that Mr Dobbins continue to be exempt from operating a wheelchair accessible vehicle.

DECIDED: That the application be granted for a period of two years and that Mr Dobbins continue to be exempt from operating a wheelchair accessible vehicle.

Adjournment

The meeting adjourned at 10.40 am and reconvened at 10.50 am.

5 Grant of Private Hire Car Drivers' Licences – Personal Appearances

There were submitted applications (a), (b), (c), (d), (e), (g) and (h) for grant of Private Hire Car Drivers' Licences and under reference to item 8(a) of the Minute of the meeting of this Board held on 23 August 2023, consideration was resumed of application (f) for grant of a Private Hire Car Driver's Licence. Applicants (a), (b), (c), (d), (e), (g) and (h) had been asked to appear personally for the first time and applicant (f) had been asked to appear personally for the second time together with Police Scotland who had submitted representations to applications (f), (g) and (h):-

(a) Aqil Nawabi

Mr Nawabi, 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) Aliyyi Abdurahman

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

DECIDED: That the application be refused.

(c) Abdul Ghaffar

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

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

Adjournment

The meeting adjourned at 11.10 am and reconvened at 11.20 am.

(d) Tarig Musa

Mr Musa, 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 six months. This was agreed unanimously.

DECIDED: That the application be granted for a period of six months.

(e) Fardein Rahimi

Mr Rahimi, 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.

(f) Abdulgader Yahya

There was no appearance by or on behalf of Mr Yahya, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Yahya's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be refused. This was agreed unanimously.

DECIDED: That the application be refused.

(g) Mohannad Haj Omar

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

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

(h) Daniel Gostek

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

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

Adjournment

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

Sederunt

Councillor N Graham joined the meeting prior to consideration of the following items of business.

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

There were submitted applications (a), (b) and (c) for grant of Private Hire Car Drivers' Licences and under reference to item 6(h) of the Minute of the meeting of this Board held on 23 August 2023 item 7(g) of the Minute of the meeting of this Board held on 7 September 2023, consideration was resumed of applications (d) and (e) respectively. Applicants (a), (b) and (c) had been asked to appear personally for the first time, applicants (d) and (e) had been asked to appear personally for the second time together with Police Scotland who had submitted representations to applications (a), (b) and (c), an objection received outwith the statutory timescale to application (d) together with a further letter, in connection with that objection also received outwith the statutory timescale to the application, and an objection to application (e):-

(a) Zoheir Jadalla

There was no appearance by or on behalf of Mr Jadalla, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Jadalla's absence. This was agreed unanimously. After

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

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

(b) Ali Alwadi

There was no appearance by or on behalf of Mr Alwadi, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Alwadi's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(c) Mohammad Al Mohammad

There was no appearance by or on behalf of Mr Mohammad, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Mohammad's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

Adjournment

The meeting adjourned at 1.45 pm and reconvened at 2.15 pm.

(d) Keith Rainnie

Mr Rainnie, the applicant, joined the meeting by telephone call together with Sergeant Robertson, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection and further letter, both received outwith the statutory timescale to the application.

On hearing the reasons for the objection and further letter being received outwith the statutory timescale, it was agreed that sufficient reason was shown why the correspondence from Police Scotland had not been submitted timeously and it was decided that the objection be taken into account when the application was being considered.

The Managing Solicitor (Licensing) advised that the further letter, submitted along with the objection, contained details of matters which could only be considered if the interests of justice so required.

On hearing further from Police Scotland and from the applicant in response, the Convener proposed that the interests of justice required that this further letter also be admitted. This was agreed unanimously.

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

DECIDED: That the application be refused.

Adjournment

The meeting adjourned at 3.05 pm and reconvened at 3.10 pm.

(e) Anas Khawaldah

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

DECIDED: That the application be refused.

7 Grant of Taxi Drivers' Licences – Personal Appearances

There were submitted the undernoted applications for grant of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to application (a):-

(a) Muhammad Afzal

There was no appearance by or on behalf of Mr Afzal, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Afzal'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 six months. This was agreed unanimously.

DECIDED: That the application be granted for a period of six months.

(b) Nayef Alnayef

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

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

Minute of Meeting

Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 02 November 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Rodden, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; J Calder, Head of Education/Interim Chief Education Officer, G Lyons, Interim Head of Education, T McGillivray, Head of Education (Inclusion and Quality Improvement), and M McCargo, Children's Services Manager (all Children's Services); C Dalrymple, Head of Facilities & Property Management (Environment, Housing & Infrastructure); and M Conaghan, Head of Corporate Governance, R Conway, Finance Manager, E Gray, Senior Committee Services Officer and J Barron, Committee Services Officer (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor McGonigle.

Declarations of Interest

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

Transparency Statements

Councillor Paterson declared a connection in respect of Item 2 - Early Learning and Childcare – Payment of Sustainable Rates to Funded Providers – by reason of having a child who attended a childcare provider which would be in receipt of funding. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Davidson declared a connection in respect of Item 14 - Inspections of registered children’s residential houses by the Care Inspectorate – by reason of having a daughter who was employed at the Barochan Road care home. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Valedictory

The Convener advised that this was the last meeting of the Policy Board that Julie Calder would attend while undertaking the role of Interim Chief Education Officer. The Convener thanked her for accepting the role and made reference to the help, support and advice which she had provided during this time. Other elected members took the opportunity to echo the sentiments expressed by the Convener.

1 Revenue & Capital Budget Monitoring Report

There was submitted a joint Revenue and Capital Budget Monitoring report by the Director of Finance & Resources, Interim Chief Education Officer, and the Chief Social Work Officer for the period to 15 September 2023.

The report intimated that the projected Revenue outturn at 31 March 2024 for Children’s Services was an overspend of £2.478 million against the revised budget for the year. The projected Capital outturn at 31 March 2024 for Children’s Services was an underspend of £0.143 million.

DECIDED:

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

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

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

2 **Early Learning and Childcare – Payment of Sustainable Rates to Funded Providers**

There was submitted a report by the Interim Chief Education Officer relative to the rates paid by the Council for early learning and childcare places with approved funded providers (AFP) including private and voluntary sector nurseries and childminders.

The report provided detail on the Council's statutory duty to provide early learning and childcare (ELC) places to all eligible children and how this had been met through the provision of places in local authority, private and voluntary sector nurseries and with childminders. The report sought to set a sustainable rate paid to AFPs for 2023/24 at a level which supported the delivery of ELC in accordance with the National Standard and Council's Framework while ensuring best value for the Council. Further detail was provided on the consultation which had taken place.

DECIDED:

(a) That an increase to the hourly rate paid to Renfrewshire Council's Funded Providers for the provision of funded early learning and childcare from £5.71 to £5.97 from 16 August 2023 for any child aged 3 to 5 years accepted for funding under the Council's Framework be approved;

(b) That the continuation of the existing hourly rate of £8.50 paid to approved Funded Providers for early learning and childcare for any eligible child aged 2 to 3 years be approved; and

(c) That a review of the hourly rate paid to approved Funded Providers for early learning and childcare for any eligible child aged 2 to 3 years for future years be approved.

3 **Dargavel Housing Development – Impact on Denominational Education Provision**

There was submitted a report by the Chief Interim Education Officer relative to denominational school capacity relating to the Dargavel housing development.

The report set out that through the use of Edge analytics a 15-year forecasting exercise had been carried out to estimate the future demand on denominational education provision around the Dargavel housing development. The exercise concluded that there was sufficient capacity to meet the need for denominational primary education demand with only one primary school, St John Bosco, being at risk of having a minor capacity breach. It was however noted that should this occur, it could be managed within the availability across the wider campus which was shared with Bargarran Primary School.

In terms of denominational high school provision, it was noted that the catchment school, Trinity High School, was currently operating under capacity with 17% of the roll being non-catchment area pupils, many from outwith Renfrewshire, and pupils who attended non-denominational primary schools. The Edge analytics forecast suggested there was potential for a capacity breach but this could be managed by applying the Admissions Policy.

The Interim Chief Education Officer highlighted an error in section 4.5 of the report. Where the report stated there was a potential occupancy peak at St John Bosco Primary School of 286 pupils, this should have read 289 pupils.

DECIDED: That the content of the report be noted.

4 **Learning Estate Update**

There was submitted a report by the Interim Chief Education Officer relative to education provision in Dargavel.

The report confirmed that the missives had been concluded on an 8.5-acre site at the north end of Craigton Drive which had been identified at the preferred site for a new 800 space primary school and artificial sports pitch following the appraisal of options suggested by BAE, Elected Members, community representatives and members of the public. It was expected that a request to begin the formal statutory consultation on the establishment of the new school and associated catchment review would be submitted to the meeting of this Policy Board scheduled to be held on 18 January 2024.

The report highlighted a delay to the internal works at Dargavel Primary School which were due to be completed in October 2023. The works were now expected to be carried out during the summer break in 2024 to ensure there would be no disruption to learning and teaching while ensuring that the school would be ready in time for the 2024/25 session.

In terms of additional capacity for Park Mains High School, it was noted that a modular unit would be installed on site in November 2023 and that works to repurpose the unit would be completed by April 2024. Work around planning an extension for the school was also due to begin with the consultants, pupils, staff, and parents/carers coming together to discuss the requirements.

It was noted that the classroom block at Bishopton Primary School was due to be replaced with a permanent facility in time for the new school year in August 2024 and that the design of the new classroom block would mirror those located at Dargavel Primary School.

DECIDED: That the content of the report be noted.

5 **Paisley Grammar School Community Campus Update**

There was submitted a report by the Interim Chief Education Officer relative to progress towards the construction of the new Paisley Grammar School Community Campus.

The report provided background to the project and set out information relating to the budget, funding model, governance structure and design development together with the revised timescales which were agreed with the Scottish Government in April 2023. It was noted that the project was due for completion in the Summer of 2026, in line with the revised timescales.

DECIDED: That the content of the report be noted.

6 **School Holiday Arrangements School Session 2024/2025**

There was submitted a report by the Interim Chief Education Officer relative to the proposed school holiday arrangements for the school session beginning August 2024. The proposed holiday arrangements were set out at Appendix 1 to the report with a summary of the consultation responses set out at Appendix 2.

The report intimated that following discussions with trade unions the decision had been taken not to offer three proposals for the holiday arrangements as had been done in previous years as it was felt that the option being proposed for 2024/2025 provided the pattern of holidays that the majority of staff, pupils and parents voted for annually. Staff, pupils and parents had been given the opportunity to comment on the proposal.

DECIDED: That the Interim Chief Education Officer be authorised to set school holiday arrangements for academic year 2024/2025 in line with the dates set out in Appendix 1 to the report.

7 **Standard Circular 57 – Safeguarding and Protecting Children and Young People**

There was submitted a report by the Interim Chief Education Officer relative to the revised Standard Circular 57 – Safeguarding and Protecting Children and Young People. A copy of the Standard Circular was set out at Appendix 1 to the report.

The report advised that the national guidance for child protection in Scotland had been updated in 2021, that a further update was provided in August 2023 and that the revised Standard Circular 57 reflected these changes. It was noted that should Standard Circular 57 be approved then it would be adopted in all educational establishments in Renfrewshire.

DECIDED:

(a) That Standard Circular 57 be approved; and

(b) That the Interim Chief Education Officer be instructed to take appropriate steps to ensure its implementation in all schools and early learning and childcare settings.

8 National Qualifications Results 2023

There was submitted a report by the Interim Chief Education Officer relative to attainment in the Scottish Qualification Authority National Qualifications in 2023 based on key measures contained within the Insight benchmarking tool.

The report detailed how the Insight benchmarking tool was used by schools and education authorities and the four key measures which were used to analyse attainment. A summary was provided for each key measure at S4, S5 and S6 along with comparisons to national averages.

DECIDED:

- (a) That the content of the report be noted;
- (b) That the efforts of pupils and the school communities in achieving these results be noted; and
- (c) That it be agreed that a further report be submitted to a meeting of this Policy Board when leavers' data became available.

9 Children's Services 2023/24 Service Improvement Plan Mid-Year Monitoring Report

There was submitted a joint report by the Chief Social Work Officer and Interim Chief Education Officer relative to the performance and achievements of the service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for Children's Services, approved at the meeting of this Policy Board held on 18 May 2023, set out the priorities for the development of the service over a three year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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 content of the report be noted; and
- (b) That the achievements of Children's Services during the first six months of 2023/24, which fell within the remit of this Policy Board, be noted.

10 **Education Standards & Quality Report September 2023 & Education Improvement Plan 2023/24**

There was submitted a report by the Interim Chief Education Officer relative to the Council's annual Education Standards & Quality Report (September 2023) and the Education Improvement Plan (2023/24), both of which were attached as appendices to the report.

The report advised that both the Education Standards & Quality Report and Education Improvement Plan aligned to the National Improvement Framework for Scottish education and set out the data inputs which were used to produce the content and assess progress of the priorities for 2022/23 and to identify the priorities for improvement for the period 2023/24.

The report made reference to the five priority areas for 2023/24 and set out the portfolio planning approach which would be used to help achieve these. Full details on each were included in the appended Education Improvement Plan.

DECIDED:

(a) That the content of the Education Standards & Quality Report (September 2023), as set out at Appendix 1 to the report, be noted; and

(b) That the content of the Education Improvement Plan (2023/24), as set out at Appendix 2 to the report, be noted.

11 **West Partnership Improvement Plan and Evaluation Report**

There was submitted a report by the Interim Chief Education Officer relative to the evaluation of work undertaken by the West Partnership (Glasgow City Region Education Improvement Collaboration) in 2022/23 as well as details on the development of the Improvement Plan for 2023/24. Copies of both the Evaluation Report and the Improvement Plan were appended to the report.

The report captured the progress made against the main West Partnership workstreams for 2022/23 together with the evaluation process and the process which was followed to develop the improvement plan for 2022/23.

DECIDED:

(a) That the content of the West Partnership Improvement Plan 2023/24 be noted; and

(b) That the content of the West Partnership Report 2022/23 be noted.

12 **Education Scotland Inspection of St Mary's Primary School**

There was submitted a report by the Interim Chief Education Officer relative to the results of an inspection of St Mary's Primary School carried out by Education Scotland. A link to the letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was available in the report.

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

DECIDED: That the key strengths highlighted in the Education Scotland inspection report on St Mary's Primary School be noted and celebrated and that the area for further improvement be recognised.

13 **Children at Risk of Harm Inspection Process**

There was submitted a report by the Chief Social Work Officer relative to the process followed by the Care Inspectorate when undertaking inspections of services for children and young people at risk of harm.

The report advised that an inspection of children's services in Renfrewshire was last undertaken by the Care Inspectorate in 2015 and that it was anticipated that notification of an inspection would be received in the near future.

Information was provided around the role of the Care Inspectorate, the aims, scope and process followed during their inspections and the notice provided prior to an inspection together with the associated timescales. Details were also provided on the preparatory work which was being undertaken in Renfrewshire prior to an inspection.

DECIDED: That the content of the report be noted.

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

There was submitted a report by Chief Social Work Officer relative to inspections which had been carried out at children's residential houses by the Care Inspectorate. Inspections had been undertaken at the Barochan Road and Beech Avenue residential homes and the inspection reports were set out at Appendices 1 and 2 of the report respectively.

The report intimated that both the Barochan Road and Beech Avenue residential homes were graded overall as adequate following inspection and that the Care Inspectorate made a requirement in relation to Beech Avenue and noted three areas for improvement. Two areas for improvement were noted in relation to Barochan Road.

Individual improvement action plans had been implemented for each residential home and the progress against these was being led by the House Managers and overseen by the Acting Children's Services Manager and the Chief Social Work Officer. It was noted that an update on the improvement activity would be submitted to the meeting of this Policy Board to be held on 14 March 2024.

DECIDED:

(a) That the outcome of the inspections at Beech and Barochan children's residential homes be noted; and

(b) That it be noted that an update on the improvement activity would be submitted to the meeting of this Policy Board to be held on 14 March 2024.

15 **Scottish Recommended Allowance for Foster Carers and Kinship Carers**

There was submitted a report by the Chief Social Work Officer relative to the allowance paid by the Council to kinship carers and foster carers.

The report advised that on 29 August 2023 the Scottish Government and COSLA agreed a Scottish recommended maintenance allowance should be paid to foster carers and kinship carers for children in their care and that this would be split into three bands based on the age of the child. The Scottish Government and COSLA agreed the new allowance should be paid from 1 April 2023.

It was noted that the rate paid by Renfrewshire for the standard allowance was lower than the Scottish recommended allowance, resulting in all foster carers and kinship carers benefiting from an uplift. Figures were provided detailing the new rates and the financial impact of the uplift to the Council.

The Chief Social Work Officer following discussion with the Leader of the Council, the Convener of the Education and Children's Services Policy Board, and the Director of Finance & Resources had agreed to implement the Scottish recommended allowance ensuring an uplift in the standard allowance.

DECIDED:

(a) That the introduction of a national Scottish recommended allowance for a child to be paid to foster carers and kinship carers be noted;

(b) That the decision by the Chief Social Work Officer to pay foster carers and kinship carers in Renfrewshire the Scottish recommended allowance backdated to 1 April 2023 be homologated; and

(c) That it be agreed that Renfrewshire's foster carers and kinship carers would continue to be paid the Scottish recommended allowance for standard allowances.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 06 November 2023	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Andy Doig presided.

In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships and L McGuinness, Communications Business Lead (Transformation) (all Chief Executive's); G Hutton, Head of Operations & Service Development, G Hannah, Head of Climate, Public Protection & Roads and C Dalrymple, Head of Facilities & Property Services (all Environment, Housing & Infrastructure); J Calder, Head of Education/Interim Education Officer (Children's Services); C McCourt, Head of Finance & Procurement, M Boyd, Head of People & Organisational Development, M Conaghan, Head of Corporate Governance, P Murray, Head of Digital, Customer & Transformation Services, A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, K Locke, Risk Manager, P Boyle, Revenues Manager, S Fanning, Principal HR & OD Adviser, J Kilpatrick, Finance Business Partner and Lead Officer, C MacDonald, Senior Committee Services Officer and J Barron, Committee Services Officer (all Finance & Resources).

Also in Attendance

G Devlin, Audit Partner and A Kolodziej, Senior Manager (both Azets).

Webcasting of Meeting

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

Declarations of Interest and Transparency Statements

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

1 Azets Report to those charged with Governance - Renfrewshire Council Group Annual Accounts 2022/23

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, Azets.

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 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 advised that in accordance with International Auditing Standards (ISA260) Azets 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 2022/23 Renfrewshire Council accounts was attached as an appendix to the report.

The report highlighted that there had been two material adjustments made to the accounts over the course of the audit in relation to pension fund disclosures and the revaluation of properties. Further detail was provided within the appendix. In addition, minor and presentational changes had been agreed.

DECIDED: That the report and attached Azets report be noted.

2 Audited Annual Accounts 2022/23 - Renfrewshire Council Group

There was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2022/23 annual accounts, which had been undertaken by the Council's appointed external auditors, Azets. The report highlighted that the 2022/23 unaudited Renfrewshire Council Annual Accounts had been approved at the meeting of the Council held on 22 June 2023.

A copy of the Renfrewshire Council audited annual accounts 2022/23 was appended to the report for consideration and, if appropriate, signature. It was highlighted that there had been two material adjustments to the accounts over the course of the audit in relation to pension fund disclosures and the revaluation of properties. Further detail in this connection was provided within the Annual Audit Report. In addition, minor and presentational changes had been agreed.

DECIDED: That the 2022/23 Audited Annual Accounts be noted and that it be recommended to Council that they be approved.

3 **Azets Report to those charged with Governance - Coats Observatory Trust Annual Accounts 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the annual audit of the financial statements of the Coats Observatory Trust which had been undertaken by the Council's appointed external auditors, Azets.

The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charity controlled by Renfrewshire Council and provided a fair opinion as to whether those statements provided a fair and true view of the financial position of the charity and its 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, Azets 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 report, prepared by Azets, in respect of the Coats Observatory Trust were appended to the report which outlined the findings from the audit.

DECIDED: That the Annual Accounts of the Coats Observatory Trust for 2022/23 be approved for signature in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

4 **Audited Financial Statements 2022/23 Coats Observatory Trust**

There was submitted a report by the Director of Finance & Resources relative to the audit of the 2022/23 financial statements of Coats Observatory Trust controlled by Renfrewshire Council which had been undertaken by the Council's appointed external auditors, Azets.

The report highlighted that the 2022/23 unaudited financial statements of the charity controlled by Renfrewshire Council had been approved at the meeting of the Council held on 22 June 2023. The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charity 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 charity 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 material changes to the property value of Trust assets and 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 2022/23 for the Coats Observatory Trust were appended to the report for consideration and, if appropriate, signature.

DECIDED: That the 2022/23 audited financial statements for the Coats Observatory Trust attached to the report be noted and that it be recommended to Council that they be approved.

5 **Best Value Thematic Report**

There was submitted a report by the Chief Executive relative to Azets stand-alone best value thematic report which formed an appendix to the report.

The report advised that the Council's annual audit process was conducted by external auditors Azets. The report advised that Auditor judgements were provided against several core areas set out in the report. The appendix within the Best Value thematic report contained an action plan which was to be progressed by the Council in response to the recommendations made by the external audit team. The action plan contained two actions which related to opportunities to strengthen the prioritisation of Council Plan activities, and related monitoring arrangements. These would be actioned, and any updates would be provided to elected members through the regular six-monthly update reports on the Council Plan which were provided to the Leadership Board.

DECIDED: That the contents of the Best Value Thematic Report provided by the Council's external auditors as part of the annual audit process be noted.

6 **Summary of Internal Audit Reports for period 1 July to 30 September 2023**

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

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

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

DECIDED: That the summary of Internal Audit findings report finalised during the period 1 July to 30 September 2023 be noted.

7 **Internal Audit and Counter Fraud Progress and Performance for Period 1 April to 30 September 2023**

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

No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service and the Service Level Agreement for the work contained time targets for completing this work.

It was noted that the types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk.

The report also detailed the progress made against local and national initiatives involving Internal Audit and the Counter Fraud Team in the period. The report advised that the Internal Audit Team and the Counter Fraud Team were currently working on a hybrid basis and were undertaking home/site visits when the need arose.

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

8 **CIPFA Audit Committee Guidance - Self Assessment Arrangements**

There was submitted a report by the Chief Auditor relative to the Chartered Institute of Public Finance and Accountancy (CIPFA) Audit Committee Self-Assessment arrangements.

The report advised that CIPFA had published guidance in late 2022 for local authority Audit Committees to support Audit Committee members in fulfilling their role. The guidance advised that a regular self-assessment, against the key principles, should be undertaken to support the planning of the audit committee work programme and training plans and also inform the annual report. The report provided members with an overview of the new CIPFA guidance and developed the arrangements for conducting a self-assessment of compliance against the guidance. Appendix 1 to the report provided a high-level review that incorporated the key principles which were set out in CIPFA's position statement. Appendix 2 provided a resource to support the self-assessment.

The report proposed that an initial assessment be undertaken by the Chair of the Audit, Risk and Scrutiny Board, the Chief Auditor, the Clerk to the Board and any other officers from the Council contributing where appropriate. From the initial assessment any identified areas for further discussion and development would be incorporated into a development session for the members of the Audit, Risk and Scrutiny Board. The outcome of the development session would be a comprehensive action plan for improvement and compliance against the CIPFA guidance.

DECIDED:

- (a) That the proposed format for the self-assessment against the CIPFA Audit Committee Guidance be agreed;
- (b) That it be agreed that a suitable date for the member development session be organised; and
- (c) That it be agreed that the resulting action plan would be submitted to the Council, and completion of the plan would be monitored every six months by the Audit, Risk and Scrutiny Board.

9 **Dargavel Primary School Independent Review Recommendations – Actions Monitoring Report**

There was submitted a report by the Chief Executive relative to the actions identified in the Dargavel Primary School Independent Review.

The report advised that the Independent Review report submitted to the Council in June 2023 presented a more detailed range of specific actions and important recommendations for the Council to progress and reflect on. A copy of the update and the Council's response was attached as an appendix to the report.

As part of the Council's wider governance arrangements, the report asked the Audit, Risk and Scrutiny Board to consider the actions identified by the Council and the progress achieved. The report provided an update and further detail on the actions the Council had taken and the action to be taken in addressing the recommendations within the independent review.

It was agreed that the report on the Dargavel Housing Development submitted to the meeting of the Education etc PB meeting held on Item 3 - Dargavel Housing Development – Impact on Denominational Education Provision from the Education & Children's Services Policy Board agenda held on 2 November 2023 would be circulated to members after the meeting.

DECIDED:

- (a) That the update provided in Appendix 1 in relation to the Council's response actions be noted;
- (b) That it be noted that many of the actions had been approved or noted through an appropriate policy board and that the Council's response to the independent review recommendations had been considered in detail by the Council's external auditors and reported on as part of the annual audit report also included on the Board's agenda which would be of associated interest to Board members when considering the report;
- (c) That it be noted that the actions outlined in the report had been incorporated into the regular risk reporting arrangements in place for this Board and that regular reports on progress were also provided to relevant Policy Boards; and

(d) That Item 3 - Dargavel Housing Development – Impact on Denominational Education Provision from the Education & Children's Services Policy Board agenda held on 2 November 2023 would be circulated to members after the meeting.

Sederunt

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

10 "Risk Matters," the Combined Risk Policy & Strategy

There was submitted a report by the Director of Finance & Resources relative to 'Risk Matters, the Council's combined risk management policy and strategy.

The report intimated that "Risk Matters" was formally reviewed every two years and an interim review was conducted by the Corporate Risk Management Group (CRMG) on behalf of the Corporate Management Team. The report noted that there were no material changes proposed however, one minor amendment had been made to reflect a change in terminology. A copy of "Risk Matters" was attached as an appendix to the report.

DECIDED: That "Risk Matters" version 15.0 be approved in line with the Board's delegated authority for the Council's risk management arrangements.

11 Risk Report November 2023

There was submitted a report by the Director of Finance & Resources relative to an update on the strategic, corporate and key service risks for November 2023.

The report advised on the latest position in managing the agreed risks for midway through the financial year. The appendices to the report provided details of longer-term strategic and corporate risks, details of longer-term significant service risks, and a list of 'business as usual' risks.

DECIDED: That the report and the agreed risks be approved.

12 Absence Statistics - Quarter 2 July-September 2023

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for quarter 2 of 2023/24 for the period 1 July to 30 September 2023.

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

DECIDED: That the report be noted.

13 **Charges for Bulk Items Uplift for the Elderly - Lead Officer John Kilpatrick**

Under reference to item 5 of the Minute of the meeting of this Board held on 22 August 2022, there was submitted a report by the Lead Officer relative to the Board's review of charges for bulk items for the elderly.

The report detailed the background and key findings of the review, and the recommendations were outlined in Section 11 of the report.

DECIDED:

- (a) That the key findings be noted, and the recommendations as outlined at Section 11 of the report be approved;
- (b) That the report be approved for submission to the Council meeting to be held on 14 December 2023; and
- (c) That it be noted that the Lead Officer was grateful to all stakeholders who participated in the review.

EXCLUSION OF PRESS AND PUBLIC

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

14 **Summary of Internal Audit Investigation Reports for period 1 July to 30 September 2023**

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) that Internal Audit reported on the findings and conclusions of audit engagements to the Board. The appendix to the report provided a summary of the findings of internal audit investigations.

DECIDED: That the summary of the Internal Audit Investigations/Reviews finalised during the period from 1 July to 30 September 2023 be noted.

Minute of Meeting Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 07 November 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Steel, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development, R Cooper, Economic Development Manager, E Shearer, Senior Manager for Regeneration and Place (all Chief Executive's); and V Howie, Finance Business Partner and R Devine and E Gray, both Senior Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor McCulloch.

Declarations of Interest and Transparency Statements

Councillor Campbell indicated that she had a connection to item 6 of the agenda – Paisley Centre redevelopment - update - as she was an employee of NHS Greater Glasgow & Clyde but not in the Council's area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Revenue and Capital Budget Monitoring Report as at 15 September 2023

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources for the period 1 April to 15 September 2023.

The report stated that the projected outturn as at 31 March 2024 for those services reporting to this Policy Board was an underspend position of £0.03 million. The projected capital outturn for projects reporting to this Policy Board as at 31 March 2024 was a breakeven position against the revised budget for the year. Tables 1 and 2 within the report summarised the position and further analysis was provided in appendices to the report. The report also advised there had been net revenue budget adjustments totalling £0.051 million processed since consideration of the previous report, and capital budget changes to date in the 2023/24 approved capital programme for Economy and Regeneration of £8 million. Details of the adjustments were provided within the report.

DECIDED:

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

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

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

Sederunt

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

2 Scotland Loves Local Update 2

There was submitted a report by the Chief Executive relative to the Scotland Loves Local scheme in Renfrewshire.

The report provided an update on the Scotland Loves Local scheme in Renfrewshire, advising of take-up and spend to date, setting out future Council objectives and the associated marketing and activities plan to achieve these objectives. It was highlighted that the report required to be amended to indicate that the annual order form for the licence had been signed on 24 May 2023.

During discussion regarding the Marketing and Communications Plan it was intimated that arrangements would be made to provide elected members with further information regarding the scheme to enable them to promote the campaigns and support the development of the programme.

DECIDED:

- (a) That the proposed objective framework and associated marketing and activities plan be approved;
- (b) That the Head of Economy & Development be authorised to continue the scheme until May 2025; and
- (c) That the report be otherwise noted.

3 **Retail Improvement Scheme – Update and Next Steps**

Under reference to item 4 of the Minute of the meeting of the Leadership Board held on 20 April 2022 there was submitted a report by the Chief Executive relative to the Retail Improvement Scheme (RIS).

The report advised that the RIS had operated annually since 2012 and supported Renfrewshire based businesses to undertake external property improvements. Grants were available for up to 70% of qualifying works to a current maximum of £12,000. In exceptional circumstances, larger awards had been offered to support projects which would likely result in significant regeneration outcomes. Since its inception, the RIS had been an important aspect of the Council's agenda for improving local town centres and building positive relationships with the local business community. An appendix to the report provided a detailed review of the scheme between 2021/24. It was highlighted that initially no funds had been allocated for the RIS for 2023/24, however, in recognising the importance of the RIS in supporting local businesses and making town centres more attractive and vibrant places, officers had launched a further round of funding, in August 2023, using unspent budget allocations from preceding years of £70,000. Interest in the new round of funding had exceeded the available budget and the report proposed that officers would consider how to fund future rounds of the RIS and report progress, on a rolling basis, to future meetings of this Policy Board.

DECIDED:

- (a) That the Head of Economy & Development be authorised to explore potential funding options for future rounds of the Retail Improvement Scheme; and
- (b) That the report be otherwise noted.

4 **Shared Prosperity Funding: Business Challenge Fund**

There was submitted a report by the Chief Executive relative to the proposed development of a Business Challenge Fund under the Local Business theme of the Shared Prosperity Fund.

The report advised that the Shared Prosperity Fund (SPF) was part of the Levelling Up programme to replace European Union financial support across the UK. There were three SPF investment priorities, Communities and Place, Supporting Local Business and People and Skills. Additionally, the Multiply Programme, aimed at numeracy skills, sat as a separate, but linked, element of the SPF programme. Renfrewshire Council had been awarded £6.29 million from the SPF in respect of the 2022/25 programme period with the funding split across the three elements and the “Multiply” numeracy skills programme.

The report built on previous overview reports to the Policy Board on the progress and plans for the SPF programme in Renfrewshire and specifically provided an update on the proposed development of a Business Challenge Fund, under the Local Business theme, for the 2024/ 2025 programme period.

DECIDED:

(a) That the launch of the proposed Business Challenge Fund this year with £0.5 million Shared Prosperity Fund funding, to be delivered through extending and augmenting the existing Employability Grant Programme being delivered through the Local Employability Partnership, be agreed;

(b) That it be noted that regular updates would be submitted to this Policy Board on the implementation of the Challenge Fund and all projects supported through the Shared Prosperity Fund; and

(c) That the report be otherwise noted.

5 **Town Centre Vacancy Taskforce – Vacant Shops Grant Scheme**

There was submitted a report by the Chief Executive relative to progress made by the Town Centre Vacancy Taskforce in respect of developing a Vacant Shops Grant Scheme, together with updates on issues within the remit of the Town Centre Vacancy Taskforce.

The report outlined the remit and objectives for the Town Centre Vacancy Taskforce and detailed proposed activity to achieve these objectives. One of the specific initiatives referenced within the report was the Vacant Shop Grant Scheme and further information in respect of the core objectives of the scheme, funding, identification of properties and application process was provided.

DECIDED:

(a) That the creation of a Vacant Shops Grant Scheme, utilising existing identified budget for the Town Centre Vacancy Taskforce, be approved; and

(b) That the report be otherwise noted.

6 **Paisley Centre redevelopment - update**

There was submitted a report by the Chief Executive relative to the proposed redevelopment of the Paisley Shopping Centre.

The report provided an update on the proposed redevelopment of the Paisley Shopping Centre since the granting of planning permission in principle in March 2022, highlighting aspects such as deliverability, cost and funding of the proposals and overall commercial viability challenges that had been assessed to deliver the scheme. The report indicated that the proposed development by Beyond Retail was not considered viable for 100% private sector funding and proposed that a detailed business case be prepared by the shopping centre owner which would highlight any potential role for the public sector in supporting a viable proposal.

It was noted that arrangements would be made to circulate details of Council-led interventions in similar non-commercially investable hotel developments undertaken in the UK to elected members.

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

DECIDED:

(a) That the Council continue to work in conjunction with Beyond Retail to further develop a full business case for the proposed redevelopment of the Paisley Centre site;

(b) That it be noted that regular update reports would be submitted to future meetings of this Policy Board as the business case was progressed;

(c) That it be noted that Beyond Retail's business case would be submitted to a future meeting of this Policy Board for consideration;

(d) That it be noted that arrangements would be made to circulate details of Council-led interventions in similar non-commercially investable hotel developments undertaken in the UK to elected members; and

(e) That otherwise the report be noted.

Minute of Meeting Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 07 November 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development; D Love, Chief Planning Officer, G McCracken, Development Standards Manager, J Weir, Senior Planning Officer, P Moss, Strategy, Policy & Insight Manager and R Smith, Climate Emergency Lead Officer (all Chief Executive's); G Hannah, Head of Climate, Public Protection & Roads (Environment, Housing & Infrastructure); and R Graham, Senior Solicitor (Litigation & Regulatory Services), V Howie, Finance Business Partner and R Devine and E Gray, both Senior Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Apologies

Councillor Adam and Councillor McGuire.

Declarations of Interest and Transparency Statements

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

1 **Revenue and Capital Budget Monitoring Report as at 15 September 2023**

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 15 September 2023.

The report stated that the projected outturn as at 31 March 2024 for all services reporting to this Policy Board was an overspend position of £0.021 million. It was noted that there were no capital budget projects reporting to this Policy Board. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that the projected outturn was based on current available information and assumptions made by service budget holders. It was also highlighted that budget adjustments totalling £0.024 million had been processed since approval of the budget at the meeting of Council held on 2 March 2023. Full details of these adjustments were outlined within the report.

DECIDED: That the projected Revenue outturn position, detailed in Table 1 of the report, and the budget adjustments, detailed in section 4 of the report, be noted.

2 **Public Bodies Climate Change Duties Reporting 2022/23**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Renfrewshire Council Public Bodies Climate Change Duties Report for 1 April 2022 to 31 March 2023, a copy of which was appended to the report, outlining details on the Council's emissions; activities, plans and strategies undertaken during 2022/23 in relation to climate change and adaptation; together with priorities for the year ahead in relation to climate action.

The report stated that the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019 committed Scotland to become net zero by 2045, with the Public Bodies Climate Change Reporting Duties placing a legal requirement on public bodies to set target dates for zero direct emissions and indirect emission reductions; report on how spending and resource would contribute to these targets; and report on the body's contribution to Scotland's Climate Change Adaptation Programme. To comply with the requirements of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 as amended by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020, Renfrewshire Council required to prepare an Annual Report detailing progress in mitigation and adaptation to climate change.

The report highlighted that there had been a reduction in both scope 2 and scope 3 emissions from the previous year, but an increase in scope 1 emissions. Concerns were expressed regarding the methodology employed nationally for reporting scope 3 emissions. Having heard from the Head of Climate, Public Protection & Roads in connection with the anticipated timescale for the issue of standardized reporting methodology guidance by the Scottish Government the Convener indicated that in the event the guidance was not available by the date of the next meeting of this Policy Board officers would be requested to explore a more reliable method for reporting scope 3 emissions, learning from best practice in industry, academia and local government in England and Wales which could then be used to recalculate

Renfrewshire's current emissions and, where possible, emission levels for previous years.

DECIDED:

(a) That the Renfrewshire Council Public Bodies Climate Change Duties report 2022/23, as appended to the report, be approved; and

(b) That it be noted that the Renfrewshire Council Public Bodies Climate Change Duties report 2022/23 would be submitted to the Scottish Government by the deadline of 30 November 2023.

3 **Clyde Peatlands – Update**

There was submitted a report by the Chief Executive relative to the Clyde Peatlands initiative and its delivery within Renfrewshire.

The report advised that the Clyde Peatlands initiative had been developed as part of a wider response to tackling climate change across the Glasgow City Region with the aim of restoration of degraded peatland bogs which in turn delivered climate and ecological benefits across the City Region area and supported Net Zero ambitions. The initiative had been led by the Glasgow and Clyde Valley Green Network Partnership (GCVNP) which included the region's eight local authorities and key agencies.

The report indicated that peatland restoration supported the region's Net Zero ambitions through the storage of carbon, assisted in reducing the impact of climate change through storing surface water and provided ecological benefits by supporting enhanced habitat networks. The initial phases of the project had been funded by the NatureScot Peatland Action programme which had set aside £250 million until 2030 to support peatland restoration across Scotland and enabled a dedicated Clyde Peatlands Officer to be appointed by GCVNP. The Clyde Peatlands Project Officer had engaged with local authorities across the City Region to consider the potential for 'early win' projects which demonstrated the benefits of peatland restoration, maximised use of funding available from NatureScot's Peatland Action Programme and supported the restoration of peat bogs across the City Region.

The most significant opportunity for peatland restoration within Renfrewshire lay within West Tandlemuir Farm, Clyde Muirshiel Regional Park, Lochwinnoch and an update was provided in respect of the feasibility evaluation undertaken, the proposed programme of works, funding, delivery and monitoring arrangements.

Councillor Andy Doig, seconded by Councillor McGurk, moved as an additional recommendation that it be agreed to liaise with community-led organisations with a view to potential partnership arrangements regarding the development of the Tandlemuir Farm Restoration Project. This was agreed unanimously.

DECIDED:

(a) That the development of Clyde Peatlands and the role of the initiative in contributing to the Council's response to climate change be noted;

(b) That the opportunity for development of the West Tandlemuir Farm Restoration Project as part of Clyde Peatlands in Renfrewshire be noted;

(c) That authority be delegated to the Head of Economy and Development, in consultation with the Convenor, to develop and progress implementation of the West Tandlemuir Restoration Project, including the preparation of bids for capital funding;

(d) That it be agreed to liaise with community-led organisations with a view to potential partnership arrangements regarding the development of the Tandlemuir Farm Restoration Project; and

(e) That it be noted that further progress on delivery of the West Tandlemuir project would be reported to this Policy Board as appropriate.

4 **Tree Preservation Order Requests**

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

The report advised that the TPO requests submitted had been considered in terms of Section 160 of The Town and Country Planning (Scotland) Act 1997 as amended by the Planning etc (Scotland) Act 2006, and within the procedures set out in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2011. The report provided updates in relation to the TPOs agreed at the meeting of this Policy Board held on 23 August 2022 in respect of the sites at Potterhill Avenue, Paisley, St Marks Church, Paisley and land to the south of Stanely Reservoir and referred to a request received for the designation of a TPO in respect of a number of trees and groups of trees at Inchinnan Road, Renfrew and advised that an assessment had been undertaken, details of which were provided within the report, together with a recommendation that a TPO be made and the factors taken into consideration.

Following discussion regarding aspects of the TPO request in respect of trees within the grounds of Dykebar Hospital, Paisley which the report recommended be not confirmed and which was subsequently withdrawn, it was agreed that arrangements be made to convene a training session for elected members in respect of TPOs.

DECIDED:

(a) That it be agreed that the tree preservation order in respect of the land within the grounds of Dykebar Hospital, Paisley be not confirmed and be withdrawn;

(b) That it be noted that the Tree Preservation Order (TPO) designations agreed at the meeting of this Policy Board held on 23 August 2022 in respect of the sites at Potterhill Avenue, Paisley, St Marks Church, Paisley and land to the south of Stanely Reservoir were currently subject to a period of public consultation and would be submitted to a future meeting of this Policy Board for confirmation or otherwise of the orders; and

(c) That the need for a TPO in respect of a number of trees and groups of trees at Inchinnan Road, Renfrew be approved and that it be agreed that officers proceed to prepare the Order, serve it on relevant parties and make the Order available to the public and seek representations.

5 Renfrewshire Planning Performance Framework Feedback 2022/23

There was submitted a report by the Chief Executive relative to the feedback report provided by the Minister for Local Government, Empowerment and Planning in relation to Renfrewshire's Planning Performance Framework 2022/23, a copy of which was appended to the report.

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

The report intimated that the Framework provided planning authorities with an opportunity to demonstrate continuous improvement, achievements and successes. The Renfrewshire Planning Performance Framework 2022/23 demonstrated that the Council was committed to continuous improvement in the service it provided in its role as a local planning authority and the feedback report received had been positive with all areas of the assessment apart from one achieving the required level of performance.

DECIDED: That the positive feedback report on Renfrewshire's Planning Performance Framework 2022/23 be noted.

6 Planning Appeals

There was submitted a report by the Chief Executive relative to planning and other relevant appeals which were currently under consideration and appeal decisions which had been issued by the Directorate for Planning and Environmental Appeals (DPEA).

Appendix 1 of the report detailed all appeals currently under consideration by the DPEA including those related to the refusal of planning permission, advertisement consent and notification as a result of an objection from a statutory consultee. Appendix 2 of the report detailed appeals determined in the period November 2022 to October 2023, or where the Reporter had issued a notice of intention.

The report highlighted that of the recent appeal determinations relating to planning applications, four appeals had been allowed and planning permission granted. In addition, it was noted that all appeals determined since November 2022 to October 2023, which related to large scale residential developments, had been allowed by the Reporter. Appendix 2 of the report also advised that claims for expenses had been awarded in relation to two planning appeals from the previous 12-month period. These appeals related to the development at Yard A, Station Road, Bridge of Weir and the UWS Thornly Park Campus Site at Caplethill Road, Paisley. Details of the awards were provided within the report.

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DECIDED:

- (a) That the appeals which were currently under consideration by the DPEA and awaiting a decision be noted;
- (b) That the decisions recently issued by the DPEA in respect of development proposals within Renfrewshire be noted; and
- (c) That the award of expenses against the Council in respect of (i) the development at Yard A, Station Road, Bridge of Weir and (ii) the UWS Thornly Park Campus Site at Caplethill Road, Paisley be noted.

7 Planning Applications

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

- 7(a) **22/0481/PP: Erection of residential development comprising 64 dwellings with associated road and drainage infrastructure at former St Brendan's Social and Recreation Club, Stirling Drive, Linwood by McTaggart Construction.**

J Weir, Senior Planning Officer, provided a presentation relative to the application.

Reference was made to potential vermin issues in the vicinity of the site arising from the proposed development. Assurances were provided that the developer would be encouraged to take pro-active mitigating action to address the issue and that, in the event of a failure, the Council would enforce applicable legislation.

In terms of Standing Order 59 Councillor Paterson, moved that the application be granted subject to the conditions and reasons detailed within the report and a section 75 agreement being concluded with the applicants in respect of delivery of affordable homes on the site and secure a contribution towards play provision. This was agreed unanimously.

DECIDED: That the application be granted subject to the conditions and reasons detailed within the report and a section 75 agreement being concluded with the applicants in respect of delivery of affordable homes on the site and secure a contribution towards play provision.

- 7(b) **23/0112/PP: Erection of residential development comprising of eight flats with associated access, parking, bin store, boundary treatment and landscaping at 74 Fulbar Street, Renfrew, PA4 8PB by Mr B Lees.**

J Weir, Senior Planning Officer, provided a presentation relative to the application.

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

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

7(c) **23/0136/PP - Erection of residential development comprising 24 flats (within two four storey blocks) and associated access, parking, and landscaping at Site on North Western Boundary of No 2 Row Avenue, Renfrew by Park Lane Group/Sanctuary Scotland.**

J Weir, Senior Planning Officer, provided a presentation relative to the application.

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

ADJOURNMENT

The meeting adjourned at 2.12pm and reconvened at 2.17pm.

Councillor N Graham, seconded by Councillor McNaughtan, moved that the application be granted subject to the conditions and reasons detailed within the report and a section 75 agreement being concluded with the applicants in respect of delivery of affordable homes on the site.

Councillor Shaw, seconded by Councillor MacFarlane moved as an amendment that the application be refused as the proposed development was contrary to policies P1 and P6 of the Renfrewshire Local Development Plan, in terms of the development's impact on the amenity of the surrounding area, effect on 20-minute neighbourhoods and open space.

On the roll being called, the following members voted for the motion: Councillors Ann-Dowling, Gilmour, N Graham, McGurk, McNaughtan and Smith.

The following members voted for the amendment: Councillors Andy Doig, Hanningan, MacFarlane, K MacLaren, Nicolson, Paterson and Shaw.

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

DECIDED: That the application be refused as the proposed development was considered contrary to policies P1 and P6 of the Renfrewshire Local Development Plan and Policy 15 of NPF4, in that the proposed development could not be considered as a 20-minute neighbourhood, did not support local living and would not provide sufficient amenity or open space.

Minute of Meeting Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 08 November 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Campbell, Convener, presided.

In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; A Morrison, Head of Economy & Development Services, C Henderson, Senior Planning & Policy Development Officer, and A Johnson, Principal Estates Surveyor (all Chief Executive's); G Hutton, Head of Operations & Service Development, G Hannah, Head of Climate, Public Protection & Roads, N Drummond, Lead Officer (Environmental Co-ordination), L Rennie, Operations Manager, K Gray, Streetscene Manager, G Heaney, Climate and Public Protection Manager, M Higginbotham, Transportation & Development Manager, J Wallace, Infrastructure & Assets Manager, and S Heron, Assistant Transportation & Development Manager (all Environment, Housing & Infrastructure); and L Dickie, Finance Business Partner, and E Gray and R Devine, both Senior Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

Councillor Audrey Doig declared an interest in respect of Item 7 of the agenda - The Carrick Centre, Main Street, Houston - by reason of holding a position on the Board of Houston Old School Trust and indicated her intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Councillor Campbell declared an interest in respect of Item 9 of the agenda - Renunciation and New Lease at Erskine Community Sports Centre - by reason of holding the role of Chair of the Board of Erskine Arts and indicated her intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Transparency Statements

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

1 Community Asset Transfer Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 30 August 2023, a copy of which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Revenue and Capital Budget Monitoring as at 15 September 2023

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources and Environment, Housing & Infrastructure as at 15 September 2023.

The report stated that the projected revenue outturn as at 31 March 2024 for all services reporting to this Policy Board was an overspend position of £2.770 million against the revised budget for the year. The projected capital outturn as at 31 March 2024 for projects reporting to this Policy Board was a breakeven position against the revised budget for the year. Summaries were provided around the relevant services in the tables within the report, together with further analysis.

It was noted that there had been revenue budget adjustments to the value of £0.841 million and capital budget adjustments to the value of £1.504 million since the last report, with summaries of these provided in sections 4 and 6 of the report.

DECIDED:

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

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

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

3 **Service Update Report**

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

The report provided updates since the previous meeting of this Policy Board held on 30 August 2023 in respect of key areas delivered by services within Environment, Housing & Infrastructure, which were within the remit of this Policy Board, including fleets, roads and transportation; parks investment; Streetscene; climate change; Team Up to Clean Up; waste and recycling services; and cemeteries.

DECIDED: That the service updates detailed within the report be approved.

4 **Environment, Housing and Infrastructure - Service Improvement Plan 2023/26 Mid-Year Monitoring Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the performance and achievements of the service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for the Environment, Housing & Infrastructure Service, approved at the meeting of this Policy Board held on 24 May 2023, set out the priorities for the development of the service over a three year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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. The report also indicated that the Service had made good progress in delivering positive outcomes for Renfrewshire and its residents. This included through the actions within the Service Improvement Plan and additional areas of priority/focus which had subsequently arisen over the first six months of 2023/24.

It was highlighted that to complement the six-monthly update on the Service Improvement Plan, a Service Update report would be submitted to each meeting of this Policy Board providing an overview of key service activities, an operational performance update on the services and key projects and updates on any other relevant changes to service areas covered within the remit of this Policy Board.

DECIDED:

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

(b) That the progress to date on delivering the actions contained within the Environment, Housing & Infrastructure Services - Service Improvement Plan be noted; and

(c) That the current performance of the service as measured by the scorecard indicators be noted.

5 **Renfrewshire Council (Prohibition and Restriction of Waiting and Loading and Parking Places) (Consolidation) Order 202*. (Ref TRO 1000), Sustained Objections**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the proposed making of a Traffic Regulation Order (TRO).

A background was provided to the proposed TRO which would allow the Council to align all existing Traffic Regulation Orders within Renfrewshire, containing waiting and loading restrictions that are marked on-street, into a single digital format to modernise and increase the efficiency of Traffic Management within the service. A public consultation had taken place between 6 September and 4 October 2023 with no objections being submitted.

The report set out the procedure to be followed in terms of making a TRO in-line with the Road Traffic Regulation Act 1984 and the Council's Scheme of Delegation Functions and advised that authority was delegated to the Director of Environment, Housing & Infrastructure after consultation with the Convener of this Policy Board and the local Elected Members to make such an order. However, given the significance of the TRO in providing a baseline position from which all future amendment orders would be measured, it was considered appropriate that the Policy Board note the order was being made.

DECIDED: That the making of Traffic Regulation Order (Renfrewshire Council (Prohibition and Restriction of Waiting and Loading and Parking Places) (Consolidation) Order 202*)) by the Director of Environment, Housing and Infrastructure under delegated authority be noted.

6 **Renfrewshire's Car Parking Strategy 2023 - 2028**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the management of car parking across Renfrewshire. The proposed strategy was set out as an appendix to the report.

The report provided a background to the Council's approach to the management of car parking arrangements since 2010, when parking was decriminalised, which had largely centred around the control of parking in and around Paisley Town Centre, with some limited enforcement in the towns of Renfrew and Johnstone.

The purpose of the new Car Parking Strategy was to manage the supply and demand for parking, support economic regeneration and to align with the aspirations for meeting the Council's climate change targets ahead of 2030 and aimed to ensure town centres were vibrant, accessible and supported businesses with a modernised approach to parking which included providing a free period of parking both on and off street in Paisley town centre.

The report highlighted that the Council's parking service currently did not cover its costs and as such the Council had to use reserves on an annual basis to address the shortfall. The new strategy sought to address this together with the approach taken to enforcing parking restrictions.

Detail was provided on the proposed changes to parking fines, the phased approach to implementation, and the engagement which would take place with local residents, businesses and elected members.

Councillor Campbell, seconded by Councillor Burns, moved that:

- (a) The need for a modernised approach to car parking management be noted;
- (b) The Parking Strategy, set out as Appendix 1 of the report, be approved;
- (c) The new approach to parking restrictions and charges, as set out in Appendix 1 to the report, be approved to come into effect from 5 February 2024; and
- (d) The proposals to increase parking enforcement fine tariffs, as set out in Appendix 1 to the report, be approved.

Councillor Gilmour, seconded by Councillor Davidson, moved as an amendment that:

"The Infrastructure, Land and Environmental Policy Board (ILE) rejects Agenda Item 6: Renfrewshire's Car Parking Strategy 2023-2028 in its current form.

The ILE Board instructs officers to conduct a comprehensive consultation process with the businesses and citizens of Renfrewshire who might be affected by this strategy over the period 2023-2028. Additionally officers will conduct Economic, Equalities and behavioural modelling to assess the impact of these proposed changes to our parking charges and penalties. A full and detailed report will then be presented to the board for its scrutiny to allow implementation of the new policy no earlier than November 2024."

On the roll being called, the following members voted for the amendment: Councillors Davidson, Gilmour, Gray, J MacLaren, McDonald, McMillan and Smith.

The following members voted for the motion: Councillors Adam, Burns, J Cameron, Campbell, Audrey Doig, McNaughtan, Mylet and Nicolson.

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 need for a modernised approach to car parking management be noted;
- (b) That the Parking Strategy, set out as Appendix 1 of the report, be approved;

(c) That the new approach to parking restrictions and charges, as set out in Appendix 1 to the report, be approved to come into effect from 5 February 2024; and

(d) That the proposals to increase parking enforcement fine tariffs, as set out in Appendix 1 to the report, be approved.

Sederunt

Councillor Audrey Doig, having previously declared an interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

7 The Carrick Centre, Main Street, Houston

There was submitted a report by the Chief Executive relative to a lease renewal at the Carrick Centre, Main Street, Houston. The site was identified in a plan attached as an appendix to the report.

The report intimated that the current lease holder, Houston Old School Trust (HOST), had been in place since 1993 and that the original 20-year lease, at a rent of £1 per annum (if asked), had expired and occupation had continued on a year-to-year basis. It was noted that HOST had undertaken significant investment in maintaining the building during their tenancy and sought a lease renewal for a period of 25 years to provide greater security to themselves and potential investors.

The report recommended that a lease renewal on largely similar terms, subject to any amendments considered necessary by the Head of Corporate Governance to update the agreement to reflect a modern style of lease, for a period of 25 years be granted.

DECIDED: That the lease renewal at the Carrick Centre, Main Street, Houston be approved.

Sederunt

Councillor Audrey Doig rejoined the meeting.

8 Robertson Centre, 16 Glasgow Road, Paisley

There was submitted a report by the Chief Executive relative to a lease renewal at the Robertson Centre, 16 Glasgow Road, Paisley. The site was identified in a plan attached as an appendix to the report.

The report intimated that the current lease holder, the Renfrewshire Valuation Joint Board had been in place since 2011 and that their lease was due to terminate in March 2024. Approval was granted at the meeting of this Policy Board held on 29 May 2023 for the building to be declared surplus and marketed for sale.

The RVJB sought a one-year extension to their current lease to allow further time to identify a suitable location to relocate to and to minimise disruption to any preparatory work for the next UK Parliamentary Election. It was noted that work to market the Robertson Centre for sale would continue during this extended period with the aim of agreeing a sale to coincide with the extended lease end date of March 2025.

DECIDED: That the existing lease of the Robertson Centre, 16 Glasgow Road, Paisley, held by the Renfrewshire Valuation Joint Board, be extended on the same terms for one year until 31 March 2025.

Sederunt

Councillor Campbell, having previously declared an interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

Chair

Councillor Campbell vacated the Chair. Councillor Burns, Depute Convener, assumed the Chair.

9 Renunciation and New Lease at Erskine Community Sports Centre

There was submitted a report by the Chief Executive relative to the lease of the upper floor of the Erskine Community Sports Centre. The site was identified in a plan attached as an appendix to the report.

The report intimated that the current lease holder OneRen (formally Renfrewshire Leisure) had been in place since 2003 on a 50-year lease and that Erskine Arts, a cultural charity previously based in Bargarran Community Education Centre, had been hiring space in the centre since 2021 and were seeking a more permanent home. Erskine Arts had a Scottish Government grant approved subject to them finding suitable premises and sought to lease the entire upper floor of the sports centre.

The proposed lease was for a period of three years at a concessionary rent of £1 for the first year. A further concessionary period up to a maximum of two years would be permitted if a validated Community Asset Transfer (CAT) application had been made within six months of the date of entry. An appropriate rent would be negotiated with Erskine Arts should they choose not to pursue a CAT application, or if the application was refused. The proposed terms and conditions for the lease were set out in full in the report.

It was noted that an update report would be submitted to this Policy Board six months after the date of entry to highlight progress to members and to outline Erskine Art's view on a CAT application at that time.

DECIDED:

(a) That the acceptance of the partial renunciation of the lease of Erskine Sports Centre by OneRen, in so far as the lease related to the first or upper floor, be approved;

(b) That a new lease to Erskine Arts, on the terms and conditions contained in the report, be approved; and

(c) That the Head of Economy & Development and the Head of Corporate Governance be authorised to conclude the lease with Erskine Arts, on the Council's standard Full Repairing & Insuring lease and on such other terms as required to protect the Council's interest.

Valedictory

The Depute Convener advised that this was the last meeting of the Policy Board that Ken Gray, Streetscene Manager, would attend before his retirement. The Depute Convener took the opportunity to wish him all the best for the future and to thank him for his years of service to the Council, making reference to the help, support and advice he had provided. Other elected members took the opportunity to echo the sentiments expressed by the Depute Convener.

Minute of Meeting Community Asset Transfer Sub-committee

Date	Time	Venue
Wednesday, 30 August 2023	13:00	Microsoft Teams Meeting,

Present: Councillor Michelle Campbell, Councillor James MacLaren, Councillor Iain McMillan, Councillor John McNaughtan

Chair

Councillor Campbell, Convener, presided.

In Attendance

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

Webcasting of Meeting

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

Apology

Councillor Iain Nicolson.

Declarations of Interest and Transparency Statements

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

1 **Community Asset Transfer Request – Linwood War Memorial Vacant Site bordered by Old Candren Road-A761-Bridge Street, Linwood**

There was submitted a report by the Chief Executive relative to a Community Asset Transfer request submitted in respect of the transfer of the vacant site bordered by Old Candren Road-A761-Bridge Street, Linwood PA3 3AP to Linwood War Memorial Association under Part 5 of the Community Empowerment (Scotland) Act 2015. The application was set out in full as an appendix to the report.

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

The CAT request was validated on 24 July 2023 and sought lease of the site for a minimum period of 99 years. The purpose of the application was to allow for a war memorial in remembrance of those from Linwood who gave their lives in conflict to be erected on the site. The group had offered to pay £1 per annum. Details on the expected community benefits and sustainability plan were provided in the report.

Following submission of the application, interested parties were entitled to provide written representations. One formal representation was received which was in support of the application from the Secretary of Linwood Community Council.

The application was initially considered by the Council's CAT Officer Panel on 22 August 2023 where it was agreed to recommend that this Sub-committee approve the request subject to the conditions set out in section 7.1 of the report.

Councillor Campbell moved that:

(a) That the transfer of the vacant site bordered by Old Candren Road-A761-Bridge Street, Linwood PA3 3AP to Linwood War Memorial Association for the discounted rent of £1 per annum subject to the conditions set out in section 7.1 of the report be agreed; and

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

This was agreed unanimously.

DECIDED:

(a) That the transfer of the vacant site bordered by Old Candren Road-A761-Bridge Street, Linwood PA3 3AP to Linwood War Memorial Association for the discounted rent of £1 per annum subject to the conditions set out in section 7.1 of the report be agreed; and

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

2 **Community Asset Transfer Request – Linwood Community Garden, Brediland Road, Linwood**

There was submitted a report by the Chief Executive relative to a Community Asset Transfer request submitted in respect of the transfer of the existing Linwood Community Garden, Brediland Road, Linwood PA3 3RB to Linwood Community Gardens Ltd under Part 5 of the Community Empowerment (Scotland) Act 2015. The application was set out in full as an appendix to the report.

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

The CAT request was validated on 24 July 2023 and sought to transfer ownership of the site. The purpose of the application was to allow the site to be restored to its previous condition with access made available to the wider community with a view to encouraging local food growing and therapeutic gardening. The group had offered to purchase the site for £1. Details on the expected community benefits were provided in the report.

The report intimated that the site sat within a parcel of land which had been leased to OneRen for the Linwood Community Sports Centre. The site was fenced and operated as a community garden from 1996 until it was abandoned in 2012. It had since become overgrown and unused.

Following submission of the application, interested parties were entitled to provide written representations. One formal representation was received which was in support of the application from the Secretary of Linwood Community Council.

The application was initially considered by the Council's CAT Officer Panel on 22 August 2023 where it was agreed to recommend that this Sub-committee approve the request subject to the conditions set out in section 7.1 of the report.

The Assistant Managing Solicitor (Litigation & Advice), recommended that 'not to be unduly withheld' be removed from the second proposed condition, which would then read: 'Approval to sell the land subject to agreement of the One Ren Board to renunciate the lease'.

Councillor Campbell moved that:

(a) That the transfer of Linwood Community Garden, Brediland Road, Linwood PA3 3RB to Linwood Community Gardens Ltd. for the discounted purchase price of £1 subject to the following conditions be approved: (i) Detailed rights and responsibilities in relation to access to the site and associated share of maintenance costs as appropriate; and (ii) Approval to sell the land subject to agreement of the OneRen Board to renunciate the lease;

(b) That the renunciation of the existing lease from OneRen be approved; and

(c) That the Head of Economy & Development and the Head of Corporate Governance be authorised to conclude the sale at the above purchase price, and on such terms as required to protect the Council's interest.

This was agreed unanimously.

DECIDED:

(a) That the transfer of Linwood Community Garden, Brediland Road, Linwood PA3 3RB to Linwood Community Gardens Ltd. for the discounted purchase price of £1 subject to the following conditions be approved: (i) Detailed rights and responsibilities in relation to access to the site and associated share of maintenance costs as appropriate; and (ii) Approval to sell the land subject to agreement of the OneRen Board to renunciate the lease;

(b) That the renunciation of the existing lease from OneRen be approved; and

(c) That the Head of Economy & Development and the Head of Corporate Governance be authorised to conclude the sale at the above purchase price, and on such terms as required to protect the Council's interest.

Minute of Special Meeting Council

Date	Time	Venue
Thursday, 16 November 2023	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Provost Cameron, Convener, presided.

In Attendance

A Russell, Chief Executive; G McNeil, Director of Environment, Housing & Infrastructure; A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice/Chief Social Work Officer, J Calder, Head of Education/Interim Chief Education Officer and T Stewart, Head of Education (Inclusion and Quality Improvement) (all Children's Services); C Dalrymple, Head of Facilities & Property Management (Environment, Housing & Infrastructure); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, P Murray, Head of Digital, Transformation & Customer Services, D Low, Democratic Services Manager, E Currie, Senior Committee Services Officer (all Finance & Resources); F Burns, Head of Strategic Planning & Health Improvement (Renfrewshire HSCP); and V Hollows, Chief Executive and F Naylor, Finance, Governance & Business Improvement Director (both OneRen).

Also in Attendance

G Devlin, Audit Partner (Azets).

Webcasting of Council Meeting

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

Obituary

Provost Cameron referred to the recent death of former Councillor, Bill McGuinness and advised members that she would send the Council's condolences to Bill's wife, Liz, and son, Mark. Provost Cameron further advised that Councillors would have the opportunity to pay tribute to Bill at the December meeting of the Council.

Declarations of Interest and Transparency Statements

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

1 Annual Audit Report 2022/23 - Renfrewshire Council Group

Under reference to item 1 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 6 November 2023, 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, Azets.

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 true and fair 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 highlighted that, in accordance with International Auditing Standards, the auditors were obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, a copy of the 2022/23 Annual Audit Report prepared by Azets 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.

DECIDED: That the Annual Audit Report 2022/23 prepared by Azets be noted and that the letter of representation be approved.

2 **Audited Annual Accounts 2022/23 - Renfrewshire Council Group**

Under reference to item 2 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 6 November 2023, there was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2022/23 Annual Accounts, which had been undertaken by the Council's appointed external auditors, Azets.

The report intimated that the 2022/23 unaudited Renfrewshire Council Annual Accounts had been approved at the meeting of the Council held on 22 June 2023. A copy of the Renfrewshire Council audited Annual Accounts 2022/23 was appended to the report for consideration and, if appropriate, signature.

The report highlighted that there had been two material adjustments made to the accounts over the course of the audit in relation to pension fund disclosures and the revaluation of properties. In addition, minor and presentational changes had been agreed.

DECIDED: That the audited Annual Accounts 2022/23, as appended to the report, be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

3 **Audit Report 2022/23 Coats Observatory Trust**

Under reference to item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 6 November 2023, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the financial statements of the Coats Observatory Trust, which had been undertaken by the Council's appointed external auditors, Azets.

The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the Coats Observatory Trust, controlled by Renfrewshire Council, and provided an opinion as to whether those statements provided a true and fair view of the financial position of the charity and its income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

The report also stated that in accordance with International Auditing Standards, Azets was obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, the Annual Audit Report, prepared by Azets, in respect of the Coats Observatory Trust was appended to the report which outlined the findings from the audit.

DECIDED: That the Annual Accounts of the Coats Observatory Trust for 2022/23 be approved for signature in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

4 **Audited Financial Statements 2022/23 Coats Observatory Trust**

Under reference to item 4 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 6 November 2023, there was submitted a report by the Director of Finance & Resources relative to the audit of the 2022/23 financial statements of the Coats Observatory Trust which had been undertaken by the Council's appointed external auditors, Azets.

The report highlighted that the 2022/23 unaudited financial statements had been approved at the meeting of the Council held on 22 June 2023. The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the Coats Observatory Trust and provided an opinion as to whether those statements provided a true and fair view of the financial position of the charity 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 no material adjustments to the financial statements over the course of the audit. A copy of the audited Trustees' Annual Report and Financial Statements 2022/23 for the Coats Observatory Trust was appended to the report for consideration and, if appropriate, signature.

DECIDED: That the Audited Financial Statements 2022/23 for the Coats Observatory Trust, attached to the report, be approved.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 16 November 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

R Graham, Senior Solicitor (Litigation & Regulatory Services), E Currie, Senior Committee Services Officer, D Cunningham and A Easdon, both Committee Services & Licensing Officers and R McCallum, Licensing & Committee Assistant (all Finance & Resources).

Apologies

Councillors Montgomery and Rodden and Councillor Mullin (for lateness).

Declarations of Interest and Transparency Statements

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 11 of the agenda before item 7 of the agenda.

1 **Renewal of Late Hours Catering Licences**

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

(a) Applicant: Shell UK Products Limited
Premises: Shell Hillington, Hillington Industrial Estate, Glasgow
Activity: convenience store on petrol forecourt
Operating hours: Monday to Sunday - 11.00 pm to 5.00 am
Licence No.: LHC025

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

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

(b) Applicant: Shell UK Products Limited
Premises: Shell Erskine, Centreholm Roundabout, Erskine
Activity: convenience store located on petrol forecourt
Operating hours: Monday to Sunday - 11.00 pm to 5.00 am
Licence No.: LHC028

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

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

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

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

Present Operator: Allan Hill
Proposed Operator: Brian Bryce
Licence No.: TX046

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

DECIDED: That the application be granted.

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

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

Present Operator: Desmond Watters
Proposed Operator: Peter Smith
Licence No.: TX201

Mr Watters and Mr Smith, the applicants, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

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 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.

Transparency Statement

At this point in the meeting, Councillor Steel declared a connection to the following item of business by reason that one of the applicants was a constituent in his Ward. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

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

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

Present Operator: Scott McArthur
Proposed Operator: Jared Gatley
Licence No.: TX186

Mr McArthur, one of the applicants and Mrs Gatley, on behalf of Mr Gatley, the other applicant, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

DECIDED: That the application be granted.

5 **Grant of Taxi Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for grant of Taxi Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to application (c):-

(a) Moloy Sarker

There was no appearance by or on behalf of Mr Sarker, the applicant. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

(b) Sadegh Fathali Javin

There was no appearance by or on behalf of Mr Javin, the applicant. The Convener proposed that consideration of the application be continued and the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

(c) Hasan Babelli

Mr Babelli, the applicant, was invited into the meeting together with Sergeant Robertson, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

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 together with Police Scotland who had submitted an objection to application (a):-

(a) Hamzeh Karimi

There was no appearance by or on behalf of Mr Karimi, the applicant. Sergeant Robertson, on behalf of the Chief Constable who had submitted an objection to the application, was invited into the meeting. The Convener proposed that the application be considered in his absence. The Senior Solicitor (Litigation & Regulatory Services) intimated that Mr Karimi had advised that he was unable to attend the meeting and had requested that consideration of his application be continued to a future meeting. After consideration of this matter, the Convener proposed that the application be considered in Mr Karimi's absence. This was agreed unanimously. After consideration of all matters

before the Board, the Convener proposed that the application be refused. This was agreed.

DECIDED: That the application be refused.

(b) Vahid Faridsadeghi

Mr Faridsadeghi, the applicant, was invited into the meeting. 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) Bezhan Mansoor Poor

Mr Poor, the applicant, was invited into the meeting. 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) Shaker Malekzai

Mr Malekzai, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

Sederunt

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

(e) Mozammil Jomaa

Mr Jomaa, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(f) Ahmed Saghir Muhammad

Mr Muhammad, the applicant, and his friend, Mr Shahid, were invited into the meeting. 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.

(g) Md Aitkur Rahman

Mr Rahman, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

(h) Yousif Mutasim Yousif Babiker

Mr Babiker, the applicant, was invited into the meeting. 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 11.50 am and reconvened at 1.30 pm.

Sederunt

Councillor Hughes was not in attendance when the meeting reconvened.

7 Grant of Street Trader's Licence - Personal Appearance

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

Applicant: Dorjan Rabija

Authorised goods: fast food fish and chips and drinks

Trading from: Foxbar, Ferguslie, Gallowhill and Hunterhill areas of Paisley and Renfrew

Operating hours: Ferguslie - Monday and Friday - 3.00 pm to 11.00 pm; Hunterhill –

Tuesday - 3.00 pm to 11.00 pm; Gallowhill - Wednesday and Saturday - 3.00 pm to

11.00 pm; Renfrew – Thursday - 3.00 pm to 11.00 pm and Foxbar – Sunday - 3.00 pm

to 11.00 pm

Mr Rabija, the applicant, and his Solicitor, Mr Kinloch, were invited into the meeting. 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.

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

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

Ali Shah Khamoosh

Mr Khamoosh, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

9 **Grant of Private Hire Car Driver's Licence and Grant of Private Hire Car Operator's Licence - Personal Appearance**

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

Safiullah Masood

Mr Masood, the applicant, was invited into the meeting. The Convener proposed that both applications be considered together but that separate decisions be made. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed (i) that Mr Masood's application for grant of a Private Hire Car Driver's Licence be granted for a period of one year and (ii) that consideration of Mr Masood's application for grant of a Private Hire Car Operator's Licence be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED:

(a) That Mr Masood's application for grant of a Private Hire Car Driver's Licence be granted for a period of one year; and

(b) That consideration of Mr Masood's application for grant of a Private Hire Car Operator's Licence be continued and that the applicant be invited to a future meeting of the Board.

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

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

Lennyedersen De Jesus Barbosa

Mr Barbosa, the applicant, and his friend Mr Mohammed were invited into the meeting. After consideration of matters before the Board, the Convener proposed that consideration of the application be continued until later in the meeting. This was agreed unanimously.

DECIDED: That consideration of the application be continued until later in the meeting.

11 Exemption from Mobility Assistance Duties - Personal Appearances

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

(a) Thomas Robertson
Licence No.: T1644

Mr Robertson, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Robertson's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Robertson's current Taxi Driver's Licence.

(b) James Tiffoney
Licence No.: T0171

Mr Tiffoney, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Tiffoney's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Tiffoney's current Taxi Driver's Licence.

(c) Christopher Ritchie
Licence No.: T0178

Mr Ritchie, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Ritchie's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr Ritchie's current Taxi Driver's Licence.

(d) Peter White
Licence No.: T2507

Mr White, the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr White's current Taxi Driver's Licence. This was agreed unanimously.

DECIDED: That the application be granted for the duration of Mr White's current Taxi Driver's Licence.

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

Under reference to item 10 of the Minute of the meeting of this meeting, consideration was resumed of the undernoted application for grant of a Private Hire Car Operator's Licence. The applicant had been asked to appear personally for the second time:-

Lennyedersen De Jesus Barbosa

Mr Barbosa, the applicant, and his friend Mr Mohammed were invited back into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 23 November 2023	10:00	Via Teams Platform,

Present: Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Edward Grady, Councillor Neill Graham, Councillor Robert Innes, Councillor Bruce MacFarlane, Councillor Iain Nicolson, Councillor John Shaw

Chair

Councillor Shaw, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy and Partnerships, G Beattie, Strategic Commercial Category Manager, A Donaldson, Strategic Commercial Category Manager, L Gillan, Strategic Commercial Category Manager, R Park, Category Manager, B Bradley, Assistant Category Manager, L McGuinness, Communications Business Lead (Transformation) and S Ford, Senior Procurement Specialist (all Chief Executive's); C Dalrymple, Head of Facilities & Property Services, L Feely, Head of Housing Services, G Hannah, Head of Climate, Public Protection & Roads, M MacRury, Housing Newbuild Programme Manager, J Murdoch, Housing Regeneration Manager, J Wallace, Infrastructure and Transportation Manager, J Robertson, Strategic Facilities Manager (Soft FM) and Ray Walkinshaw, Housing Regeneration & Development Manager (all Environment, Housing & Infrastructure); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, P Murray, Head of Digital, Transformation & Customer Services, G Innes, Senior Service Delivery Manager (Customer & Digital Operations), E Shields, Business Services Manager, R Davison, Category Manager (ITC), R Cree, OD & Workforce Planning Manager, A Travers, Strategic Programme Lead – Procurement and Purchase to Pay and E Gray and P Shiach, both Senior Committee Services Officers (all Finance & Resources); and S Docherty, Senior Contracts Officer (Renfrewshire Health and Social Care Partnership).

Webcasting of Meeting

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

Apology

Councillor Mullin.

Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements 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 8 November 2023, a copy of which forms Appendix 1 to this Minute.

DECIDED: That the Minute be approved.

2 Revenue and Capital Monitoring as at 15 September 2023

There was submitted a budget monitoring report by the Director of Finance & Resources relative to Revenue and Capital budget expenditure up to 15 September 2023 for those services reporting to this Policy Board. Tables 1 and 2 of the report detailed the projected revenue outturn position.

The report indicated a projected revenue overspend of £2.159 million against the revised budget for the year and the Capital budget was projected to break-even. Appendices to the report provided detailed analysis of expenditure, and budget adjustments were listed at paragraphs 4 and 6 of the report.

DECIDED:

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

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

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

3 Revenue and Capital Budget Monitoring Overview Report

There was submitted an update report by the Director of Finance & Resources relative to an overview of Revenue and Capital Budget expenditure for the Council as at 15 September 2023. Tables 1 and 2 of the report detailed that the projected Revenue outturn position for all services as at 31 March 2024 was an overspend of £11.730 million, and the projected Capital outturn position for all services was an underspend of £0.143 million, split between General Fund services and the Housing Revenue Account.

Further analysis was detailed in the appendices to the report and substantial risks to the budget positions were provided at section 3 of the report.

DECIDED:

- (a) That the projected Revenue outturn position detailed in Table 1 of the report be noted, considering that the forecast position was based on best estimates at that point in time;
- (b) That the substantial risks to the budget position as outlined in section 3 of the report be noted;
- (c) That the projected Capital outturn position detailed in Table 2 of the report be noted; and
- (d) That the prudential indicators detailed in section 6 of the report be noted.

4 Business Services Performance Report

There was submitted a report by the Director of Finance & Resources relative to the performance of key Business Services functions, including revenue collection and benefit administration, for the period ending 28 September 2023.

The report provided an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund. Appendices to the report provided information on revenue collection and key performance indicators.

DECIDED:

- (a) That the allocation of £100,000 to the Scottish Welfare Fund, as detailed in section 4.4.9 of the report, be approved; and
- (b) That the contents of the report be otherwise noted.

5 Customer Services Performance Report

There was submitted a report by the Director of Finance & Resources relative to performance across key Customer Services functions including Call Centre, Face-to-Face and Digital Support for customers for September 2023.

The report provided an update on the overall contact centre call handling volumes and indicated that Face-to-Face services continued in Renfrewshire House. Details of customer volumes were provided in the report.

The report advised that demand for Digital Services remained high and provided an update on the level of online transactions being completed.

DECIDED: That the contents of the report be noted.

6 Finance & Resources Service Improvement Plan 2023/24 Mid-Year Monitoring Report

There was submitted a report by the Director of Finance & Resources relative to the performance and achievements of the service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for Finance & Resources, approved at the meeting of this Policy Board held on 8 June 2023, set out the priorities for the development of the service over a three-year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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;
- (b) That the progress to date on delivering the actions contained within the Finance & Resources Service Improvement Plan be noted;
- (c) That the current performance of the service as measured by the scorecard indicators be noted; and
- (d) That it be noted that an outturn report on the full year performance for 2023/24 would be submitted to the meeting of this Policy Board to be held on 13 June 2024.

7 Environment, Housing & Infrastructure Services – Service Improvement Plan 2023/24 Mid-Year Monitoring Report

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the performance and achievements of the service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for the Environment, Housing & Infrastructure Service, approved at the meeting of this Policy Board held on 8 June 2023, set out the priorities for the development of the service over a three-year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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. The report also indicated that the Service had made good progress in delivering positive outcomes for Renfrewshire and its residents. This included through the actions within the Service Improvement Plan and additional areas of priority/focus which had subsequently arisen over the first six months of 2023/24.

DECIDED:

- (a) That the contents of the report be noted;
- (b) That the progress to date on delivering the actions contained within the Environment, Housing & Infrastructure Services - Service Improvement Plan be noted; and
- (c) That the current performance of the service as measured by the scorecard indicators be noted.

8 Chief Executive's Service Improvement Plan 2023/24 Mid-Year Monitoring Report

There was submitted a report by the Chief Executive relative to the performance and achievements of the Chief Executive's Service during the period 1 April to 30 September 2023.

The report stated that the Service Improvement Plan 2023/26 for the Chief Executive's Service, approved at the meeting of this Policy Board held on 8 June 2023, set out the priorities for the development of the service over a three-year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. The report provided details of the key achievements of the Service during the period; a progress update on implementing the action plan linked to the Service Improvement 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;
- (b) That the progress to date on delivering the actions contained within the Chief Executive's Service Improvement Plan be noted;
- (c) That the current performance of the service as measured by the scorecard indicators be noted; and
- (d) That it be noted that an outturn report on the full year performance for 2023/24 would be submitted to the meeting of this Policy Board to be held on 13 June 2024.

9 Facilities And Property Services - Service Update Report

There was submitted an update report by the Director of Environment, Housing & Infrastructure relative to the operational performance of Facilities Management (Hard and Soft Services, including Building Services) and Property Services as delivered by Environment, Housing & Infrastructure since the last meeting of this Policy Board.

DECIDED: That the contents of the report be noted.

10 Customer Strategy 2023/28

There was submitted a report by the Director of Finance & Resources relative to the proposed Customer Strategy 2023/28, a copy of which was attached as an appendix to the report.

The report outlined the proposed strategy and provided detail on the evaluation of the previous strategy; the four key themes identified for the new strategy: Customer Contact; Technology & Innovation; Service Design; and Culture & Skills; and the action plan which had been created to ensure the successful achievement of the strategic aims.

DECIDED:

- (a) That the Customer Strategy 2023/28 be approved; and
- (b) That the contents of the report be otherwise noted.

11 Universal Free School Meal (UFSM) Expansion (Primary 6 and Primary 7 Pupils)

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the expansion of the Universal Free School Meals (UFSM) programme.

The report set out the current position of the programme which provided free school meals to all pupils across Primary 1 to Primary 5. To facilitate this, improvements had been made to a number of primary school kitchens resulting in an increase from 12 operational kitchens producing the meals for all primary schools and early years centres in 2021 to 25 kitchens in September 2023, with three additional school kitchens expected to have renovations completed by January 2024.

The report projected that by early 2024 there would be 936 Primary 6 and Primary 7 pupils across Renfrewshire eligible for UFSM based on their eligibility for the Scottish Child payment and that an additional five primary school kitchens were due to be refurbished to facilitate this. Detail was provided on the refurbishment costs together with the ongoing revenue costs associated with the expansion of the programme.

DECIDED: That the contents of the report be noted.

12 Civic Hospitality

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

The report proposed the type and cost of civic hospitality to be provided in respect of each civic event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements to provide civic hospitality, or in the case of events that had already been arranged, to homologate the action taken by the Head of Corporate Governance, in consultation with the Provost, to provide civic hospitality as detailed below: -

- (i) University of the West of Scotland - 2024 Leisure Studies Conference £2,400
- (ii) Renfrewshire Schools Pipe Band – civic reception to celebrate the recent success of the band at the World Pipe Band Championships - £1,350
- (iii) Survivors of Bereavement by Suicide (SOBS) – annual service - £300
- (iv) Bishopton Scout Group - centenary celebrations - £3,750
- (v) Renfrew Bath's Amateur Swimming Club (RBASC) – 50th anniversary celebrations – £1,000
- (vi) Paisley Library - official opening reception - £1,200

(vii) Renfrew Carol Concert – reception - £500

The report advised that the budget provision for 2023/24 for Civic Hospitality (including international Links) was £46,460. Should the above be agreed, and taking account of previous decisions, the remaining balance would be approximately £10,300.

DECIDED:

(a) That the provision of the hospitality as detailed in the report for the University of the West of Scotland, Renfrewshire Schools Pipe Band, the annual SOBS service and Bishopton Scout group be approved;

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

(c) That the action taken in respect of the civic reception for the opening of the new Paisley Library be homologated; and

(d) That the action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the contribution towards RBASC and the Carol Concert at Renfrew be noted.

13 Contract Award: Supply and Delivery of 3 x Low Entry Buses

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for the Supply and Delivery of 3 x Low Entry Buses (RC-CPU-23-140) to WN Vtech Limited T/A Mellor Coachcraft as part of the Council's Vehicle Replacement Programme for 2023/24.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the Supply and Delivery of 3 Low Entry Buses (RC-CPU-23-140) to WN Vtech Limited T/A Mellor Coachcraft made following a mini competition under Lot 11: Accessible Buses of the Scotland Excel Supply & Delivery of Heavy and Municipal Vehicles Framework Agreement (03/21);

(b) That the total contract value of £323,775 excluding VAT be approved; and

(c) That it be noted that WN Vtech Limited T/A Mellor Coachcraft had confirmed that delivery would be made on or before 30 June 2024 to Fleet Services, Underwood Road, Paisley.

14 Red Smiddy Phase 3a Barnsford Road

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for Red Smiddy Phase 3a Barnsford Road, reference RC-CPU-23-069, to John McGeady Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Red Smiddy Phase 3a Barnsford Road, reference RC-CPU-23-069, to John McGeady Limited;

(b) That the contract value of £386,618.82 excluding VAT be approved;

(c) That it be noted that the cost of this contract would be met from Scottish Government Active Travel Transformation Funding;

(d) That it be noted that the intended starting date was 15 January 2024 with the completion date being four months from the starting date and that the actual starting date would be confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that the Council required tenderers to appoint a supported business as a subcontractor to provide the signage required for this contract and that John McGeady Limited had nominated Scotland's Bravest Manufacturing Company, a social enterprise company based in Bishopton and a division of the Royal British Legion Industries Limited charity, for this requirement.

15 Replacement Streetlighting Installation and Cable Loops

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for Replacement Streetlighting Installation and Cable Loops, reference RC-CPU-21-246, to Pegasus Power and Communications Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Replacement Streetlighting Installation and Cable Loops, reference RC-CPU-21-246, to Pegasus Power and Communications Limited;

(b) That the contract value of £237,354.11 excluding VAT be approved;

(c) That it be noted that the cost of this contract would be met from the Capital Budget; and

(d) That it be noted that the intended starting date was 8 January 2024 with the completion date being 13 weeks from the starting date and that the actual starting date would be confirmed in the Council's Letter of Acceptance.

16 Contract for Environment, Housing and Infrastructure Asset Management System

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for an Environment, Housing and Infrastructure Asset Management System, reference RC-CPU-22-305, to Brightly Software Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the call-off contract for the Environment, Housing and Infrastructure Asset Management System, reference RC-CPU-22-305, to Brightly Software Limited in accordance with the award procedure under the Crown Commercial Services G-Cloud 13 Framework Agreement, reference RM1557.13;

(b) That a maximum call-off contract value of up to £406,966 excluding VAT be approved;

(c) That it be noted that the call-off term was three years with the Council having the option to extend the service on one occasion (extension period) for up to 12 months;

(d) That the proposed call-off start date was 8 January 2024 and that the actual start date would be formally confirmed in the Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13 Order Form.

17 Traffic Management Improvements - SPT Projects

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for Traffic Management Improvements - SPT Projects, reference RC-CPU-23-068, to Hillhouse Quarry Group Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Traffic Management Improvements - SPT Projects, reference RC-CPU-23-068, to Hillhouse Quarry Group Limited;

(b) That the contract value of £225,730.01 excluding VAT be approved;

(c) That it be noted that the cost of this contract would be met from funding provided by Strathclyde Partnership for Transport; and

(d) That it be noted that the intended starting date was 15 January 2024 with the completion date being three months from the starting date and that the actual starting date would be confirmed in the Council's Letter of Acceptance.

18 Contract Authorisation Report for Online payments and cashless catering RC-CPU-23-008

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for online payments and cashless catering, reference RC-CPU-23-008, to Parentpay Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for online payments and cashless catering (reference RC-CPU-23-008) to ParentPay Limited;

(b) That it be noted that that the contract was for a period up to 10 years with the inclusion of a break clause which the Council reserved the right to exercise after Contract Review;

(c) That it be noted that the anticipated contract start date would be 8 January 2024 and that the actual contract start date would be confirmed in the Council's Letter of Acceptance; and

(d) That it be noted that the contract value for the 10 year period was £1,239,726.78 excluding VAT and a 5% contingency for any additions.

19 Provision of Housing Support for Young Homeless Adults (Argyle Street and Bruce Court) and Single Homeless People and Families (Victoria Drive and Paisley Road) (RC-CPU-23-039)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of the contract for Provision of Housing Support for Young Homeless Adults (Argyle Street and Bruce Court) and the contract for the Provision Single Homeless People and Families (Victoria Drive and Paisley Road), both referenced RC-CPU-23-039, to Blue Triangle (Glasgow) Housing Association Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contracts for the Provision of Housing Support for Young Homeless Adults (Lot 1) and Single Homeless People and Families (Lot 2), both referenced RC-CPU-23-039, to Blue Triangle (Glasgow) Housing Association Limited;

(b) That the maximum contract value of £1,124,228 (£281,057 per annum) for Lot 1 be approved;

(c) That the maximum contract value of £696,264 (£174,066 per annum) for Lot 2 be approved;

(d) That it be noted that it was anticipated that both contracts would commence on 30 March 2024 and end on 29 March 2026 with the Council having the option to extend each contract for up to 12 months on two separate occasions and that the actual commencement date for each contract would be confirmed in the respective Council's Letter of Acceptance.

20 Provision of a Care at Home Service (RC-CPU-23-015)

There was submitted a joint report by the Director of Finance & Resources and the Chief Officer – Renfrewshire Health and Social Care Partnership relative to the award of the contract for the Provision of a Care at Home Service to Scotia Homecare Solutions Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Provision of a Care at Home Service, reference RC-CPU-23-015, to Scotia Homecare Solutions Limited;

(b) That it be noted that the commencement date of the contract was anticipated to be 1 January 2024 for a contract period of 12 months, with no option to extend and that the actual commencement date for this contract would be confirmed in the Council's Letter of Acceptance; and

(c) That a contract value of up to a maximum of £241,460 excluding VAT be approved.

21 Three Contracts for the Provision of a Care at Home Service (Contract references RC-CPU-23-084, RC-CPU-23-085 and RCCPU- 23-086)

There was submitted a joint report by the Director of Finance & Resources and the Chief Officer – Renfrewshire Health and Social Care Partnership relative to the award of three separate contracts for the provision of Care at Home Services, references RC-CPU-23-084, RC-CPU-23-085 and RCCPU- 23-086.

DECIDED:

(a) That the Head of Corporate Government be authorised to award contracts for the following services:

(i) RC-CPU-23-084 Provision of a Care at Home Service to CRC Care Limited, for a contract period of 12 months, with an annual value of up to £2,752,346 excluding VAT, with no option to extend;

(ii) RC-CPU-23-085 Provision of a Care at Home Service to Wilkerr Care Services Limited, for a contract period of 12 months, with an annual value of up to £1,889,427 excluding VAT, with no option to extend; and

(iii) RC-CPU-23-086 Provision of a Care at Home Service to MVERTH Limited, for a contract period of 12 months, with an annual value of up to £1,167,461 excluding VAT, with no option to extend; and

(b) That it be noted that each of these three contracts were intended to commence on 1 January 2024 and that the exact commencement date would be confirmed in the respective Council Letter of Acceptance.

22 Contract Award: New Build Housing Design and Build, Gallowhill West, Paisley (RC-CPU-22-345)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a works contract for New Build Housing Design and Build, Gallowhill West, Paisley, (RC-CPU-22-345) to McTaggart Construction Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for New Build Housing & Design, Gallowhill West, Paisley reference RC-CPU-22-345 to McTaggart Construction Limited following a Mini-Competition under Lot 5 (Developments of 41 units and over) of the Scotland Excel New Build Residential Construction Framework Agreement (Reference 15-18), subject to a suitable offer of Scottish Government Affordable Housing Grant funding;

(b) That a contract sum of £13,721,921.34 excluding VAT be approved;

(c) That a contract period of 30 months be approved;

(d) That it be noted that the date of possession of the site was 11 December 2023, with the date for completion of the works 10 June 2026 and that any changes to these dates would be confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that the award of this contract required the provision of the Sub Consultant/Contractor Collateral Warranty as indicated within the tender documentation.

23 Contract Award: New Build Housing Design and Build, Carbrook Street, Paisley (RC-CPU-22-349)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a works contract for New Build Housing Design and Build, Carbrook Street, Paisley, (RC-CPU-22-349) to McTaggart Construction Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract, subject to a suitable offer of grant funding, for New Build Housing & Design, Carbrook Street, Paisley reference RC-CPU-22-349 to McTaggart Construction Limited following a Mini-Competition under Lot 3 (Development of 16-25 Units) of the Scotland Excel New Build Residential Construction Framework Agreement (Reference 15-18);

(b) That a contract sum of £4,387,821.24 excluding VAT be approved;

(c) That a contract period of 74 weeks (with 40 weeks for design and 34 weeks for construction) be approved;

(d) That it be noted that the date of possession of the site was 11 December 2023, with the date for completion of the works being 12 May 2025 and that any changes to these dates would be confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that the award of this contract required the provision of the Sub Consultant/Contractor Collateral Warranty as indicated within the tender documentation.

24 Contract Award: New Build Housing Design and Build, Howwood Road, Johnstone (RC-CPU-22-347)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a works contract for New Build Housing Design and Build, Howwood Road, Johnstone, (RC-CPU-22-347) to McTaggart Construction Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract, subject to a suitable offer of grant funding, for New Build Housing & Design, Howwood Road, Johnstone reference RC-CPU-22-347 to McTaggart Construction Limited following a Mini-Competition under Lot 5 (Development of 41 Units and over) of the Scotland Excel New Build Residential Construction Framework Agreement (Reference 15-18);

(b) That a contract sum of £14,249,611.93 excluding VAT be approved;

(c) That a contract period of 136 weeks (with 40 weeks for design and 96 weeks for construction) be approved;

(d) That it be noted that the date of possession of the site was 11 December 2023, with the date for completion of the works being 20 July 2026 and that any changes to these dates would be confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that the award of this contract required the provision of the Sub Consultant/Contractor Collateral Warranty as indicated within the tender documentation.

**25 Contract Awards: Adaptation and Small Repair Service (RC-CPU-21-231); Contract 1: Renfrewshire Council – Adaptation Related Service
Contract 3: Renfrewshire Council – Small Repair/Handyperson Service**

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure and the Chief Officer – Renfrewshire Health and Social Care Partnership relative to the award of two contracts, reference RC-CPU-21-231, to Bridgewater Housing Association Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award two contracts for an Adaptation and Small Repair Service (RC-CPU-21-231) to Bridgewater Housing Association Limited to Renfrewshire Council as follows:

- (i) Contract 1; Renfrewshire Council – Adaptation related service
- (ii) Contract 3; Renfrewshire Council - Small repair/ handyperson service;

(b) That the maximum contract value of £423,144 for Contract 1 be approved;

(c) That the maximum contract value of £270,000 for Contract 3 be approved;

(d) That the contract periods for both contracts (Contract 1 and Contract 3) of one year, with the option to extend each for up to 12 months on two separate occasions to a total contract period of three years, be approved; and

(e) That it be noted that the two contracts were anticipated to commence on 1 April 2024 and that the actual date of commencement for each of the two contracts will be stated in the Council's Letter of Acceptance.

26 Paisley Museum Reimagined: Audio Visual & Information Communication Technology Systems Integration Contract Reference: RC-CPU-23-013

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a Supply Contract for Paisley Museum Reimagined: Audio Visual & Information Communication Technology Systems Integration Contract (RC-CPU-23-013) to Heritage Interactive Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Paisley Museum Reimagined: Audio Visual & Information Communication Technology Systems Integration Contract (RC-CPU-23-013) to Heritage Interactive Limited;

(b) That the total price of £419,861.10 excluding VAT as submitted by Heritage Interactive Limited in their Tender Submission, and a 5% contingency be approved;

(c) That it be noted that Heritage Interactive Limited were required to obtain the appropriate level of Professional Indemnity insurance prior to commencement of the contract;

(d) That it be noted that it was anticipated that the contract would commence 18 December 2023 or on the date confirmed in the Council's Letter of Acceptance; and

(e) That it be noted that it was anticipated that the contractor would deliver and install the equipment in phases commencing from 4 March 2024 to complete delivery and install by 8 October 2024 and that exact dates for delivery and installation would be agreed with contractor subject to completion of the Paisley Museum Reimagined main works contract and the programme for Exhibition Fit-Out Contract.

27 Contract Authorisation Report For Business Gateway Workshops And Expert Help Services (RC-CPU-23-102)

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a contract for Business Gateway Workshops and Expert Help Services, reference RC-CPU-23-102 to Inspirent Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for Business Gateway Workshops and Expert Services (RC-CPU-23-102) to Inspirent Limited;

(b) That it be noted that the contract would be for a period of two years with an expected contract start date of 1 January 2024 and that the actual commencement date would be confirmed within the Council's Letter of Acceptance;

(c) That it be agreed that the contract value for the two-year period would not exceed £196,000 excluding VAT; and

(d) That it be noted that a Data Processor Agreement was included in the tender and that this would require to be signed by Inspirent Limited prior to delivery of the service.

28 Corporate Procurement Strategy 2023 – 2025

There was submitted a report by the Director of Finance & Resources relative to an updated Corporate Procurement Strategy. A copy of the proposed strategy was set out at Appendix 1 of the report.

The report outlined the Council's requirement under the Procurement Reform (Scotland) Act 2014 to prepare a procurement strategy which set out how it intended to carry out regulated procurements. The previous strategy was produced in 2020, covering the period April 2020 to March 2023, and set out the strategic context within which the Council was operating, highlighting the key priorities for the Procurement team to ensure that they could support the Council to deliver its strategic goals and objectives.

The updated Corporate Procurement Strategy 2023-2025 aligned to the goals and objectives set out in the Council Plan and to the ambitions of Renfrewshire's Economic Strategy, and recognised the need to address wider social policy through procurement.

DECIDED:

- (a) That the Corporate Procurement Strategy for 2023 – 2025 be approved; and
- (b) That it be noted that, in accordance with legislation, the strategy would be subject to annual review and updated as appropriate.

29 Bishopton Primary Classroom Block (RC-CPU-23-161)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of Works Contract for the Bishopton Primary Classroom Block, reference RC-CPU-23-161 to City Gate Construction (Scotland) Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award the contract for the Bishopton Primary Classroom Block (RC-CPU-23-161) to City Gate Construction (Scotland) Limited;
- (b) That a contract sum of £593,974.15 excluding VAT be approved; and
- (c) That it be noted that the date of possession of the site was 29 January 2024 and the date for completion of the works was 24 weeks from the date of possession and that any changes to these dates would be confirmed in the Council's Letter of Acceptance.

30 Former Renfrew Police Station Restoration Works

There was submitted a joint report by the Chief Executive and the Director of Environment, Housing & Infrastructure relative to the restoration works at the former Renfrew Police Station, Inchinnan Road, Renfrew.

The report sought approval for the use of the Renfrew Common Good Fund to finance urgent repair and maintenance work which was required at the former Renfrew Police Station including the clearing of gutters on the roof, removal of rot within the building and securing of all windows and entry points. The total estimated cost of the works was £110,000.

DECIDED:

- (a) That the contents of the report be noted;
- (b) That the Head of Facilities and Property Services be authorised to award a contract for urgent repairs and maintenance works at the Former Renfrew Police Station, Inchinnan Road, Renfrew; and
- (c) That the use of the Renfrew Common Good Fund to finance the estimated contract works of £110,000 be approved.

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 08 November 2023	15:00	Council Chambers/Hybrid Meeting,

Present: Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

Representing Trades Unions

D Kent, J Boylan, S Hicks (all UNISON) and G Cochran (UNITE).

In Attendance

M Boyd, Head of People & OD, R Laouadi, HR Manager, L Cameron, Operations Manager (Locality Teams), R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, and E Gray, Senior Committee Services Officer (all Finance & Resources).

Appointment of Chairperson

In accordance with the terms of the constitution of the Joint Consultative Board (Non-Teaching), which stated that the Chair of the Board should alternate between The management-side and the trade unions it was proposed and agreed that Councillor Audrey Doig chair this meeting of the JCB (Non-Teaching).

DECIDED: That Councillor Audrey Doig chair the meeting.

Apology

M Ferguson (UNISON).

Declarations of Interest and Transparency Statements

Councillor Gilmour indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of Unite the Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 1, 2, 3 and 4 of the agenda by reason of her membership of UNISON. However, she indicated that she had applied the objective test and did not consider she had an interest and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Mullin indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of the GMB Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 **Developments in Health, Safety and Wellbeing**

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues since the previous meeting of the Joint Consultative Board (Non-Teaching), held on 30 August 2023.

DECIDED: That the report be noted.

2 **Details of Grievances**

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages and indicated that there were a total of seven grievances as at August 2023, a decrease of two cases since the last meeting of this Board.

DECIDED: That the report be noted.

3 **Agency Workers**

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at 1 September 2023 and detailing the capacity and Services in which they were engaged. The report advised that as at 1 September 2023, 233 agency workers were employed across all Council Services, decrease of 14 agency workers since August 2023. Renfrewshire Health & Social Care Partnership employed 187 of those agency workers.

The HR Manager responded to questions regarding numbers of agency workers.

DECIDED: That the report be noted.

4 **Timetable of Meetings for 2024**

There was submitted a report by the Director of Finance & Resources relative to the proposed timetable of meetings for 2023.

The report advised that the current constitution of the Joint Consultative Board stipulated the frequency of meetings of the Board, currently requiring the Board to meet no less than five times per year. Following discussion with representatives of the management side and the trade union representatives it was proposed that meetings of the JCB Non-Teaching be held on 8 February, 18 April, 13 June, 19 September and 21 November 2024. It was agreed that all future meetings of the JCB Non-Teaching start at 3 pm.

DECIDED:

(a) That the proposed timetable for the JCB Non -Teaching meeting dates for 2024, detailed in the report, be approved; and

(b) That it be noted that future meetings of the JCB Non-Teaching would start at 3 pm.

5 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the JCB (Non-Teaching) would be held at 3pm on 8 February 2024.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 06 December 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Gillian Graham, Councillor Neill Graham, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Chief Executive; G McNeil, Director of Environment, Housing & Infrastructure; J Trainer, Head of Childcare & Criminal Justice (Children's Services); L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services and P Moss, Planning & Insight Manager (all Chief Executive's); A MacArthur, Director of Finance & Resources, M Boyd, Head of People & OD, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, D Low, Democratic Services Manager, and E Gray, Senior Committee Services Officer (all Finance & Resources); K O'Byrne, Head of Health & Social Care (Paisley); and C Laverty, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (OneRen).

Webcasting of Meeting

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

Declarations of Interest

Councillor Hannigan declared an interest in item 9(c) of the agenda – Future Paisley Cultural Funding Awards 2023/24 - by reason of her husband's salaried position with Paisley Opera and her membership of Paisley Opera and indicated her intention to leave the meeting during consideration of this item and not take part in any discussion or voting thereon.

Transparency Statements

Councillor McMillan indicated that he had a connection to item 3 of the agenda – Fairer Renfrewshire Update – by reason of his membership of the Board of Thorn Athletic Sports Academy which had received funding through the Winter Connections Programme. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Ann-Dowling indicated that she had connections to items 3 and 5 of the agenda – Fairer Renfrewshire Update and Council Plan 2022/27 – Six Months Progress Update respectively - by reason of her being the Chair of Renfrewshire Citizens Advice Bureau. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Campbell indicated that she had a connection to item 3 of the agenda – Fairer Renfrewshire Update – by reason of her being employed by NHS Greater Glasgow & Clyde. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Campbell indicated that she had a connection to items 3 and 9(c) of the agenda – Fairer Renfrewshire Update and Future Paisley Cultural Funding Awards respectively – by reason of her involvement with Erskine Arts. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

1 **Revenue and Capital Budget Monitoring Report as at 15 September 2023**

There was submitted a joint revenue and capital budget monitoring report by the Chief Executive, Director of Finance and Resources, and Chief Finance Officer Renfrewshire Health & Social Care Partnership.

The report intimated that the projected revenue outturn as at 15 September 2023 for those services reporting to this Board was an overspend of £3.917 million and the projected capital outturn was a breakeven position against the revised budget for the year.

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 budget adjustments detailed at sections 4 and 6 of the report be noted.

2 Fairer Renfrewshire Sub-committee

There was submitted the Minute of the meeting of the Fairer Renfrewshire Sub-committee held on 15 November 2023 which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

3 Fairer Renfrewshire Update

There was submitted a report by the Chief Executive relative to key projects being progressed through the Fairer Renfrewshire programme, highlighting the key priorities which would be the focus of future activity.

The report provided an update on ongoing projects which were set out in Section 4 including the evaluation of the Summer of Fun programme; Advice Services in Renfrewshire; Digital Inclusion; Winter Connections Programme; School Meal Debt; and the Fairer Renfrewshire Programme.

There report detailed four key emerging themes which were shared across all elements of the Fairer Renfrewshire programme, improving financial security; advancing equality of opportunity; building community capacity and resilience; and listening to lived experience.

DECIDED:

- (a) That the content of the report and the work being undertaken to progress the Fairer Renfrewshire programme be noted;
- (b) That the information provided at Appendix 1 of the report on the allocation of Winter Connections Funding by the Head of Policy and Partnerships under delegated authority previously agreed by the Board be noted; and
- (c) That the allocation of £6,000 from Fairer Renfrewshire funding, to OneRen to deliver Winter Connections activities across community venues be approved.

4 Best Value Thematic Report

There was submitted a report by the Chief Executive relative to the Council's external auditors, Azets, stand-alone best value thematic report which formed an appendix to the report.

The report advised that the Council's annual audit process was conducted by external auditors Azets. The Auditor judgements were provided against several core areas set out in the report. The appendix within the Best Value thematic report contained an action plan which was to be progressed by the Council in response to the recommendations made by the external audit team. The action plan contained two actions which related to opportunities to strengthen the prioritisation of Council Plan activities, and related to monitoring arrangements. These would be actioned, and any updates would be provided to elected members through the regular six-monthly update reports on the Council Plan which were provided to this Board.

DECIDED: That the contents of the Best Value Thematic Report provided by the Council's external auditors as part of the annual audit process be noted.

5 **Council Plan 2022/27 – Six Months Progress Update**

There was submitted a report by the Chief Executive relative to the new Council Plan approved at the Council held on 29 September 2022 and which set out five strategic outcomes which the Council would work towards, grouped as Place, Economy, Fair, Green and Living Our Values. Additionally, the Plan outlined a cross-cutting theme of improving outcomes for children and families, which would underpin the delivery of the five strategic outcomes.

The reporting framework for the Council Plan included an action plan and performance scorecard, and was reported to Leadership Board biannually, which ensured actions were adaptable to any emerging national or local changes in circumstance while delivering agreed outcomes. The framework was approved in November 2022 and contained 55 high-level actions to be achieved over the next five years and beyond, and a suite of 39 performance and data indicators, which would allow outcomes to be measured over the life of the Plan, striving for improvement by the end of that period.

The report provided an update on progress made to deliver the Council Plan within quarters 1 and 2 of 2023/24, between 1 April 2023 and 30 September 2023 and a detailed summary of progress against the action plan and key performance indicators was appended to the report.

DECIDED:

(a) That the progress achieved against the strategic outcomes since the previous update in June 2023, as outlined in Appendix 1 of the report, be noted; and

(b) That it be noted that progress reports would continue to be presented to this Board every six months.

6 **Local Partnerships - Update on Consultation and Engagement Exercise**

There was submitted a report by the Chief Executive relative to the findings arising from the recent consultation exercise to support the further development of Local Partnerships in Renfrewshire.

The report intimated that the consultation exercise had completed in November 2023, and focused on identifying improvements which could be taken forward as part of the next phase of the development of the Partnerships. Section 4 of the report provided an overview of the consultation methodology used, whilst section 5 provided an overview of key findings.

Section 6 of the report set out next steps for this programme of work, and the report proposed that a further report be prepared, outlining recommendations and actions to be agreed to support the launch of the next phase of the development of the Local Partnerships.

The report would be submitted to the Leadership Board to be held on 21 February 2024, and would also include updated grant guidance and governance documents for agreement.

DECIDED:

(a) That the findings of the recent consultation exercise undertaken in relation to the development of Local Partnerships in Renfrewshire be noted;

(b) That it be noted that further consultation would continue to be undertaken in relation to the administration of Local Partnership grants ahead of grant guidance to be finalised in February 2024; and

(c) That it be noted that a detailed action plan to launch the next phase of the Local Partnerships would be submitted to the meeting of the Leadership Board to be held on 21 February 2024, alongside updated grant guidance and governance documents.

7 **Migration and Asylum Update**

There was submitted a report by the Chief Executive relative to recent developments in relation to migration and asylum provision in Renfrewshire, including specific updates in relation to support Ukrainian Displaced Persons and unaccompanied asylum-seeking children and young people locally.

The report provided detailed information relative to the asylum dispersal programme in Renfrewshire, and specifically in relation to the streamlined asylum process which was being implemented by the Home Office, which was seeking to expedite decision making across the asylum system. The report intimated that this could have a considerable impact on the provision of local services, particularly housing support and homeless services, and officers were actively working to assess the local impact and to develop options to guide the Council's local response. This included detailed financial planning to assess the financial implications for the organisation in the short, medium and longer term.

Councillor McMillan requested that he, Councillor N Graham and Councillor Hannigan be involved in discussions with the Chief Executive and Leader relative to any potential service pressures identified within the report over the next three months. This was agreed

DECIDED:

- (a) That the contents of this report be noted;
- (b) That it be noted that a detailed report on developing housing and homelessness pressures would be provided to the Communities and Housing Policy Board to be held on 16 January 2024;
- (c) That the Chief Executive be authorised to put in place additional resources to respond to potential service pressures identified within the report over the next three months if these were required, in consultation with the Council Leader; and
- (d) That Councillor McMillan, Councillor N Graham and Councillor Hannigan be involved in discussions with the Chief Executive and Leader relative to any potential service pressures identified within the report over the next three months.

8 Paisley Museum Reimagined Limited - Capital Appeal Update

There was submitted a report by the Chief Executive relative to the progress of the Paisley Museum Capital Appeal, delivered by charitable trust Paisley Museum Reimagined (PMR) Limited (SC049225).

The report intimated that as of October 2023 a total of £1,557,496 had been raised as part of the Capital Appeal through pledged and confirmed income and the report set out details of fundraising activities undertaken; individual donor overview; support from trusts and foundations; and an update on the corporate appeal.

DECIDED: That the report be noted.

9(a) Future Paisley Programme - Interim Evaluation Update

There was submitted a report by the Chief Executive relative to an update on the ongoing evaluation of the Future Paisley Programme and the projects, events and initiatives delivered within the Programme from its inception in 2018 to its completion in April 2024.

The Interim Report, a copy of which was appended to the report, reflected on the progress to date of the suite of interventions comprising Future Paisley, the activities, events and programmes developed around Paisley's unique and internationally significant story and, which used targeted investment to deliver positive change.

DECIDED:

- (a) That the progress being made to evaluate the Future Paisley Programme be noted;
- (b) That it be agreed that a further evaluation report be presented to this Policy Board to be held on 19 June 2024, with a final Programme Review to be published at the end of 2024; and

(c) That it be noted that the programme evaluation would attempt to evidence the benefits of a range of funding programmes, designed to strengthen Renfrewshire's cultural and creative sectors and which had supported delivery of 363 projects, events and activities across Renfrewshire since 2016.

9(b) **Future Paisley Programme - Cultural Funding Review**

There was submitted a report by the Chief Executive relative to an update on the sector-specific cultural funding grants which had benefitted 221 different organisations or cultural practitioners across Renfrewshire.

The report intimated that the final rounds of planned cultural funding were being awarded through Cultural, Heritage and Events Fund (CHEF) Round 13 and Cultural Organisations Development Fund (CODF) Round 4 before the Future Paisley Programme drew to a close in April 2024. This would culminate in just under £2.7million having been invested in Renfrewshire's cultural sector since the first cultural fund was announced in 2016. The funding had resulted in 363 projects, activities and events delivered across Renfrewshire for local people. The report advised that investment in cultural funding was temporary, building local capacity and putting the cultural sector on securer footing, able to access external funding more readily in future years.

DECIDED:

(a) That the level of investment in cultural funding made by Renfrewshire Council since 2016 and its cumulative impact on the cultural sector and the breadth of arts and cultural activity designed for local people be noted; and

(b) That it be noted that CHEF Round 13 and CODF Round 4 marked the final grant programmes supported by Future Paisley and that more work was required to identify appropriate long-term sector support.

Declaration of Interest

Having declared an interest in the following item of business Councillor Hannigan left the meeting.

9(c) **Future Paisley Cultural Funding Awards 2023/24**

There was submitted a report by the Chief Executive relative to the award of Round 13 of the Culture, Heritage, and Events Fund (CHEF) and Round 4 of the Cultural Organisational Development Fund (CODF), approved by the Cultural Recovery and Renewal Fund Panel on November 16. The list of confirmed CODF and CHEF awards were detailed in Appendices 1 and 2 respectively.

DECIDED:

(a) That the Award of CHEF Round 13 and CODF Round 4 to applicants successful in their funding bids following assessment and recommendations to the Cultural Renewal and Recovery Fund Panel Review Panel be noted; and

(b) That it be noted that this marked the final rounds of cultural funding as part of the Future Paisley Programme.

Sederunt

Councillor Hannigan re-entered the meeting prior to the following item of business.

10 Renfrewshire's Tourism Today: Tourism Plan 2024-2027

There was submitted a report by the Chief Executive relative to Renfrewshire's Tourism Today: Tourism Plan 2024 – 2027 which had been developed in consultation with national and local partners within the tourism and hospitality sectors. The Plan, a copy of which was appended to the report, set out a range of themes and priorities to support the growth of the visitor economy across Renfrewshire over the next three years.

Delivery and the performance of the Plan would be considered by a new Tourism Leadership Group and reported to this Board on a regular basis. Measurement would take place across a range of outcomes, monitored using the Scottish Tourism Economic Activity Monitor model, which was used by many local authorities.

DECIDED:

(a) That the Tourism Plan be approved as a basis to support the growth of the tourism sector across Renfrewshire over the next three years; and

(b) That the proposed creation of a Tourism Leadership Group comprised of stakeholders and operators working in the tourist sector, to oversee and drive delivery of actions identified within the Plan be noted.

11 OneRen - 6-monthly Monitoring Report

There was submitted a report by the Chief Executive relative to the performance of OneRen which provided a summary of the environment in which the organisation was operating within and highlighted key achievements over the last six months, listed under the organisation's four strategic objectives.

The report also provided national performance indicator data for cultural and leisure services, including indicators on digital engagement. The report advised that OneRen currently reported on approximately 70 operational performance indicators to meet the terms of the services agreement with the Council, five of which were reported nationally on behalf of the Council through the Local Government Benchmarking Framework. However, the report intimated that over the last two years, OneRen's operating model had adapted and shifted due to the pandemic to meet the changing

needs of Renfrewshire communities and this made comparisons of annual performance indicators difficult from 2020/21 onwards. OneRen's recovery operating model 2022/23 reflected a greater focus on increasing physical attendance at its venues. Therefore, the financial strategy recognised that the charity was not operating at identical capacity to pre-pandemic levels and this was reflected in some of the performance data reported.

DECIDED: That the progress being made by OneRen in the delivery of its Business Plan for 2023/24 be noted.

Minute of Meeting Fairer Renfrewshire Sub-committee

Date	Time	Venue
Wednesday, 15 November 2023	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Graeme Clark, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson

Chair

In the absence of the Convener, Councillor Clark, Depute Convener, took the Chair.

In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, A Armstrong-Walter, Strategic Partnership & Inequalities Manager, R Cooper, Economic Development Manager and D Dunn, Social Renewal Lead Officer (all Chief Executive's); and D Low, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (both Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest and Transparency Statements

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

Sederunt

Councillor J Cameron entered the meeting prior to consideration of the following item of business and took the Chair.

1 Cost-of-living Update

There was submitted a report by the Chief Executive relative to an overview of the key context and evidence around current pressures on household finances, both in terms of household income and expenditure.

The report intimated that although some household financial pressures had eased slightly, such as the fall in costs for home energy, the management of household finances remained challenging due to continued increases in prices for household goods and high interest rates. The long-term nature of the crisis meant that issues around money and debt were enduring, and indications were that more families who had been managing previously, including those who were working, may be struggling.

DECIDED: That the report be noted.

2 Fairer Renfrewshire Programme

There was submitted a report by the Chief Executive relative to key projects being progressed through the Fairer Renfrewshire programme, highlighting key priorities which would be the focus of future activity.

The report provided an update on ongoing projects which were set out in Section 4 including the evaluation of the Summer of Fun evaluation programme; Advice Services in Renfrewshire; Digital Inclusion; Winter Connections Programme; School Meal Debt; and the Fairer Renfrewshire Programme.

There report detailed four key emerging themes which were shared across all elements of the Fairer Renfrewshire programme, improving financial security; advancing equality of opportunity; building community capacity and resilience; and listening to lived experience.

DECIDED: That the report be noted.

3 School Meal Debt

There was submitted a report by the Director fo Finance & Resources relative to school meal debt in Renfrewshire and the support provided to families that may be experiencing financial insecurity.

The report provided an initial update for members on the work that had been undertaken locally to review existing school meal debt processes and set out next steps in terms of implementing a more holistic approach to school meal debt

management in Renfrewshire. The report also advised of the write-off of historic school meal debt that had been actioned by the Director of Finance and Resources under delegated authority.

The report highlighted the publication of a report by the children's charity Aberlour, "Robbing Peter to pay Paul: Low Income and the Debt Trap" which set out a number of recommendations for the Scottish Government, COSLA and local authorities including that the Scottish Government work with COSLA and local authorities to write-off individual school meal debt to allow families a clean slate as they moved into the new school year and possible new school setting; that the Scottish Government implement its free school meal expansion as soon as possible; and that COSLA works with local authorities on a national school meal policy, which was founded on human rights and removed stigma, to ensure that children were treated with dignity in a consistent and fair way.

DECIDED:

- (a) That the update provided on the review of school meal debt processes which was currently being progressed be noted;
- (b) That it be noted that further engagement work was proposed with the Fairer Renfrewshire Lived Experience Panel to strengthen this work;
- (c) That it be noted that, under his delegated authority, the Director of Finance & Resources had written off the sum of £47,573.25 of invoiced school meal debt; and
- (d) That it be noted that a further update on the implementation of the revised school meal debt process would be submitted to this Sub-committee in early 2024.

4 Summer of Fun 2023 Evaluation

There was submitted a report by the Chief Executive relative to the initial findings gathered through an evaluation of the Summer of Fun programme in Renfrewshire, a copy of which was appended to the report.

The report intimated that a comprehensive programme had been developed in partnership with services within the Council, partners, community groups and organisations, with the principles developed by the Lived Experience Panel, being core to everything that was planned and delivered. These key principles set out that there should be a range of activities for children and families – a mixture of child only, family activities, free/chargeable and across a number of different communities in Renfrewshire; that the Council would work with partners to promote the variety of activities that were available, making sure that families knew what was on and where; that the core focus of the funding would be to provide activities which supported families from the child poverty priority groups and to target gaps in provision across localities; and that any activities funded through Fairer Renfrewshire should be free at the point of access with free food or snacks available depending on the length of the activity.

The summer camps attracted 4,500 attendees of which over 45% of children who attended were from lone parent families, over 42% were from large families and over a quarter were from families where a family member had a disability; specific summer camps were available for young people with Additional Support Needs, with 190

families using this support; the Street Stuff activities for young people aged 8 – 14 attracted 1,858 attendances across seven locations in Renfrewshire; and an Adult and Family learning programme, targeted 47 families, of whom 15 were large families and 11 were ethnic minority families.

DECIDED: That the report be noted.