

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 03 May 2023	10:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Carolann Davidson, Mrs Elaine Knox

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Placing Request Appeals

Consideration was given to two appeals against the refusal of a placing request at Ralston Primary School.

All participants had been invited to attend virtually by means of MS Teams. G Thomson, Senior Solicitor (Litigation & Advice) (Finance & Resources) and J McGowan, Headteacher of Ralston Primary School and S Gorman, Resource Support Manager (both Children's Services), all representing the Education Authority, were invited to attend the meeting together with the appellants in relation to appeals RP 23/01 and 23/02.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeals.

G Thomson then presented the case for the Education Authority and led evidence from J McGowan and S Gorman in relation to the circumstances surrounding the refusal of the placing requests.

The appellants were then asked to leave the meeting and were advised that they would be invited back to present their case to the panel.

(a) **Ralston Primary School - Appeal against Refusal of a Placing Request - RP 23/01**

The appellants in relation to appeal RP 23/01 were invited back into the meeting and then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a majority decision.

(b) **Ralston Primary School - Appeal against Refusal of a Placing Request - RP 23/02**

The representatives of the Education Authority were invited back into the meeting.

The appellants in relation to appeal RP 23/02 were also invited back into the meeting and then presented their case.

Due to connection difficulties experienced by the appellants, the Convener proposed that consideration of the appeal be continued to a future meeting of the Panel. This was agreed unanimously.

DECIDED: That consideration of the appeal RP 23/02 be continued to a future

meeting of the Panel.

Minute of Meeting Council

Date	Time	Venue
Thursday, 04 May 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; S Quinn, Director of Children's Services; G McNeil, Director of Environment, Housing & Infrastructure; A MacArthur, Director of Finance & Resources; L Mahon, Head of Marketing & Communications, L McIntyre, Head of Policy & Partnerships, A Morrison, Head of Economy & Development Services, B Walker, Programme Director (City Deal & Infrastructure) and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, L Belshaw, Democratic Services Manager, L Currie, Managing Solicitor (Projects), G Dickie, Partnering & Commissioning Manager, R Devine, P Shiach and C MacDonald, all Senior Committee Services Officers, J Barron, Assistant Committee Services Officer, and B Dalziel and J Whitehead, both End User Technicians (all Finance & Resources); C Laverty, Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (OneRen).

Apology

Councillor Grady

Declarations of Interest

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

Transparency Statements

Councillor Paterson indicated that he had a connection to item 15 by reason of him being the Council's representative on Strathclyde Partnership for Transport (SPT). However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Paterson indicated that he had a connection to item 10 by reason of him being a member of Our Republic. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Steel indicated that he had a connection to item 10 by reason of him being a member of Republic. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Graham indicated that he had a connection to item 2 by reason of him being a volunteer with Barnardo's. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Adjournment

The meeting adjourned at 9.32 am as a result of technical issues and reconvened at 10.00 am.

Adjournment

Having reconvened at 10.00 am, the previous technical issues had not been resolved, and the meeting then re-adjourned and reconvened at 10.30 am via the Microsoft TEAMS platform.

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.

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

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

Council, 2 March 2023
 Appointment Board, 3 March 2023
 Communities and Housing Services Policy Board, 7 March 2023
 Regulatory Functions Board, 8 March 2023
 Education and Children's Services Policy Board 9 March 2023
 Audit, Risk and Scrutiny Board, 13 March 2023
 Economy and Regeneration Policy Board, 14 March 2023
 Planning and Climate Change Policy Board, 14 March 2023
 Appointment Board, 14 March 2023
 Infrastructure, Land and Environment Policy Board, 15 March 2023
 Regulatory Functions Board, 23 March 2023
 Special Regulatory Functions Board, 23 March 2023
 Local Review Body, 28 March 2023
 Finance, Resources and Customer Services Policy Board, 20 March 2023
 Appointment Board, 18 April 2023
 Leadership Board, 26 April 2023

DECIDED: That the Minutes be approved.

2 **Equality Outcomes and Mainstreaming Progress Report**

There was submitted a report by the Chief Executive relative to progress with equalities in accordance with Renfrewshire Council's duties to report progress publicly and in an accessible manner.

The report detailed a range of information that the Council was required to publish by the end of April 2023, in accordance with the Equality Act 2010 and covered the Council's duties both corporately and as an Education Authority. The report provided an update on progress towards equality outcomes. The report also detailed how the Council would meet these equality outcomes, along with information on activities which had been delivered in the reporting period from 2021-23.

The report advised that a full review of the Equality Outcomes was planned for 2023, recognising the significant changes experienced through the period and to ensure outcomes reflected the strategic priorities of the Council, were aligned to the new Council and Community Plans and that progress reporting was integrated into the Council's mainstreaming performance monitoring processes.

Councillor Nicolson, seconded by Councillor J Cameron, moved:

(a) That the progress made in mainstreaming equalities and pursuing Renfrewshire Council's Equality Outcomes be noted; and

(b) That the Progressing Equality outcomes and Mainstreaming Equality Report be approved for final publication on the Council's website.

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

"High quality LGBT education is a welcome and vital activity in Renfrewshire Schools.

Council officers will bring back a report to elected members outlining the due diligence and scrutiny undertaken to approve LGBT Youth Scotland teaching resources for use in Renfrewshire schools".

On the roll being called, the following members voted for the amendment: 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.

The following members voted for the motion: 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.

21 members having voted for the amendment and 21 members having voted for the motion, there being an equality of votes, Provost Cameron exercised her second and casting vote for the motion which was accordingly declared carried.

DECIDED:

(a) That the progress made in mainstreaming equalities and pursuing Renfrewshire Council's Equality Outcomes be noted; and

(b) That the Progressing Equality outcomes and Mainstreaming Equality Report be approved for final publication on the Council's website.

3 Appointment of Advanced Manufacturing Innovation District Scotland Development Partner

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the appointment of a Development Partner for the next stage of the Council's Advanced Manufacturing Innovation District Scotland (AMIDS) development to ensure long-term economic benefits and regeneration were secured at the former Netherton Farm site.

The report sought approval to appoint the Development Partner to move the Council's AMIDS to the next stage, building on the Council's significant City Deal and other financial investment in enabling infrastructure and the wider investment in anchor facilities, namely, the National Manufacturing Institute Scotland and the CPI Medicines Manufacturing Innovation Centre.

The report advised that the Development Partner would work with the Council and other stakeholders to bring forward suitable advanced manufacturing facilities and occupiers that would support the Council's vision to deliver long-term economic growth and high-quality jobs to the area and wider city region.

DECIDED:

(a) That the scale of ambition and anticipated benefits resulting from the successful delivery of the next phase of the AMIDS project, as outlined in the report, be noted;

(b) That the Council's participation in developing the AMIDS site in partnership with Tarras Park Properties Limited through membership of a Limited Liability Partnership (LLP) be approved;

(c) That the Director of Finance & Resources be authorised to sign on the Council's behalf all documents required to formalise the Council's participation in the LLP and to regulate the operation of the partnership;

(d) That the nomination of Barbara Walker, City Deal and Infrastructure Programme Director and Alastair McArthur, Director of Finance & Resources as the Council's representatives on the Board of the LLP be authorised;

(e) That the drawdown of land in parcels for specific development in accordance with the LLP Business Plan be approved;

(f) That the Head of Corporate Governance be authorised, in conjunction with the City Deal and Infrastructure Programme Director, to make minor alterations to the documents as required prior to signing; and

(g) That it be agreed that progress and updates and any future decision requirements on the development of AMIDS or the future of the LLP be submitted to the relevant Council Board.

4 **Elected Member Appointments**

There was submitted a report by the Director of Finance & Resources relative to Elected Member appointments.

The report advised that at the statutory meeting of the Council held on 19 May 2022 appointments were made to a number of outside organisations. Correspondence had now been received in relation to the appointment of substitute members to CoSLA and requesting the appointment of a member of the Council to the Glasgow Airport Consultative Committee.

The report detailed the Members previously appointed to the Convention and indicated that at the meeting of the Convention held on 31 March 2023, Councillors J Cameron and McMillan were unable to attend and had intimated that Councillors Paterson and Ann-Dowling respectively would attend as their substitutes.

CoSLA confirmed that substitutes were permitted if appointed by the Council, accordingly it was proposed that the nomination of Councillors Paterson and Ann-Dowling as substitutes for Councillors J Cameron and I McMillan be homologated and that Councillors Campbell, Hughes and Leishman be appointed as substitutes for Councillors Nicolson, Shaw, and N Graham respectively.

The report intimated that correspondence had been received from Glasgow Airport Consultative Committee seeking a member to represent the Council on the Committee. Councillor Paterson, the Council's appointee to Strathclyde Passenger Transport, represented that body on the Committee but a separate Council representative was required. The strategic aim and purpose of the Glasgow Airport Consultative Committee was detailed in the report.

The report indicated that correspondence had also been received from the Leader of the Administration Group requesting that Councillor Burns replace Councillor Innes as a member of the Education & Children's Services Policy Board and that Councillor Innes replace Councillor Burns as a member of the Economy and Regeneration Policy Board.

In addition, correspondence had been received from Councillor N Graham requesting that he be replaced as the Conservative group member on the Member Officer Group Public Protection by Councillor McGonigle.

Councillor J Cameron, seconded by Councillor Nicolson, moved that in relation to the paragraph 1.3 of the report, Councillor Nicolson replace Councillor Innes as a member of the Education & Children' Services Policy Board; and that in relation to paragraph 1.5 of the report, Councillor McEwan be appointed to the Glasgow Airport Consultative Committee.

Councillor N Graham, seconded by Councillor Leishman, moved, as a first amendment, that Councillor James MacLaren be appointed to the Glasgow Airport Consultative Committee.

Councillor McMillan, seconded by Councillor Ann-Dowling, moved, as a second amendment, that Councillor Gilmour be appointed to the Glasgow Airport Consultative Committee.

On the roll being called, 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.

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

On the roll then being called between the motion and the second amendment, the following members voted for the second amendment: Councillors Ann-Dowling, Clark, Davidson, Devine, Gilmour, G Graham, N Graham, Gray, Hannigan, 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, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

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

DECIDED:

(a) That the appointment of Councillors Paterson and Ann-Dowling as substitutes for Councillors J Cameron and McMillan respectively on the CoSLA Convention be homologated;

(b) That the appointment of Councillors Campbell, Hughes and Leishman as substitutes for Councillors Nicolson, Shaw and N Graham respectively on the CoSLA Convention be approved;

(c) That the appointment of Councillor Nicolson as a replacement for Councillor Innes as a member of the Education & Children's Services Policy Board be approved;

(d) That the appointment of Councillor McGonigle as the replacement for Councillor N Graham as the Conservative group member on the Member Officer Group Public Protection be approved; and

(e) That Councillor McEwan be appointed as the Council's representative to the Glasgow Airport Consultative Committee.

5 Notice of Motion 1 by Councillors Devine and Hood

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

6 Notice of Motion 2 by Councillors Andy Doig and Hood

There was submitted a Notice of Motion by Councillors Andy Doig and Hood which Provost Cameron ruled was not competent, in terms of Standing Order 28.

7 Notice of Motion 3 by Councillors Andy Doig and Hood

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

“Energy UK and a Mandatory Vulnerability Commitment

Council recognises that UK energy utilities, under the umbrella of Energy UK, maintain a Vulnerability Commitment for consumers who may be struggling due to the current cost of living crisis, which includes the provision of a customer service phone line.

Council reiterates its concern about the severe challenges which consumers face in effectively contacting energy utilities, and therefore calls on Energy UK to contact its constituent affiliates with a view to making the Vulnerability Commitment mandatory, and that it should also contain guarantees for utilities to call back consumers within a specified timescale”.

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

DECIDED: Energy UK and a Mandatory Vulnerability Commitment

Council recognises that UK energy utilities, under the umbrella of Energy UK, maintain a Vulnerability Commitment for consumers who may be struggling due to the current cost of living crisis, which includes the provision of a customer service phone line; and

Council reiterates its concern about the severe challenges which consumers face in effectively contacting energy utilities, and therefore calls on Energy UK to contact its constituent affiliates with a view to making the Vulnerability Commitment mandatory, and that it should also contain guarantees for utilities to call back consumers within a specified timescale.

8 **Notice of Motion 4 by Councillors Andy Doig and Hood**

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

“Closure of the Royal Bank of Scotland Branch in Johnstone

Council expresses its deep concern that with the closure of the Royal Bank of Scotland in Johnstone, in August of this year, that the town will only have one bank whereas less than a decade ago it had four in operation.

Council demands that Royal Bank management reconsider their decision to close the Johnstone branch, which will remove accessible banking from the elderly, those on low and fixed incomes, and the digitally excluded, and to stop their policy of corporate flight from Renfrewshire’s towns and villages”.

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

DECIDED: Closure of the Royal Bank of Scotland Branch in Johnstone

Council expresses its deep concern that with the closure of the Royal Bank of Scotland in Johnstone, in August of this year, that the town will only have one bank whereas less than a decade ago it had four in operation; and

Council demands that Royal Bank management reconsider their decision to close the Johnstone branch, which will remove accessible banking from the elderly, those on low and fixed incomes, and the digitally excluded, and to stop their policy of corporate flight from Renfrewshire's towns and villages.

9 **Notice of Motion 5 by Councillors Davidson and Clark**

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

“Anchor Bowling Club – Ladies Section – 100th Anniversary
Abercorn Bowling Club – Ladies Section – 25th Anniversary

Council sends their congratulations to the Anchor Bowling Club Ladies Section on celebrating their 100th anniversary this year. Council recognises this enormous achievement and wishes them continued success for the next 100 years.

Council recognises the 25th anniversary of Abercorn Bowling Club Ladies Section congratulating the Ladies on this special anniversary and wishing them many more successful years at the historic club”.

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

DECIDED: Anchor Bowling Club – Ladies Section – 100th Anniversary
Abercorn Bowling Club – Ladies Section – 25th Anniversary

Council sends their congratulations to the Anchor Bowling Club Ladies Section on celebrating their 100th anniversary this year. Council recognises this enormous achievement and wishes them continued success for the next 100 years.

Council recognises the 25th anniversary of Abercorn Bowling Club Ladies Section congratulating the Ladies on this special anniversary and wishing them many more successful years at the historic club.

10 **Notice of Motion 6 by Councillors McGuire and McMillan**

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

“Coronation of King Charles III

Renfrewshire Council congratulates Charles III on his coronation as King of the United Kingdom on Saturday, the 6th of May. Council also notes his longstanding connections to Renfrewshire. The Council also congratulates him on his lifetime of public duty and service”.

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

Councillor Paterson, seconded by Councillor K MacLaren, moved, as an amendment:

“Council notes the Coronation of King Charles III on the 6th of May. Council reiterates the view it reached on the 30th of June 2022 that having an unelected Head of State makes the United Kingdom an outlier amongst modern democracies and agrees that a referendum should be held on having an elected Head of State at the earliest opportunity”

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

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

The following members abstained: Councillors Clark, Devine, G Graham, Hannigan and McCulloch.

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

DECIDED: Council notes the Coronation of King Charles III on the 6th of May. Council reiterates the view it reached on the 30th of June 2022 that having an unelected Head of State makes the United Kingdom an outlier amongst modern democracies and agrees that a referendum should be held on having an elected Head of State at the earliest opportunity.

Adjournment

The meeting adjourned at 12.24pm and reconvened at 12.36pm.

11 Notice of Motion 7 by Councillors Clark and Ann-Dowling

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

“Foodbanks and Food Pantries

Renfrewshire Council notes with regret the closure of the RAMH REstore & Community Pantry in Causeyside Street and recommits to Fairer Renfrewshire’s vital work of supporting all agencies across Renfrewshire who are seeking to alleviate food poverty at a time when food inflation continues to be stubbornly high.

Council notes that Foodbanks and Food Pantries are facing high levels of demand from adults and children in need of vital help at this time.

Council therefore agrees to facilitate a regular food donation collection within the Council building to help Foodbanks and Food Pantries meet the increased need.

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

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

“Council agrees to promote the work of local charities like Foodbank in internal communications, to raise awareness and highlight collection points. Council also agrees to work with Foodbank to look at levels of demand and assess whether funding support could be provided by the Council.”

In terms of Standing Order 27, Councillors Clark and Ann-Dowling being the mover and seconder of the motion, accepted the amendment as an addition subject to the inclusion of food pantries and it being foodbanks rather than Foodbank in the amendment. In terms of Standing Order 27 this was accepted by Councillors J Cameron and Nicolson being the mover and seconder of the amendment.

DECIDED: Foodbanks and Food Pantries

Renfrewshire Council notes with regret the closure of the RAMH REstore & Community Pantry in Causeyside Street and recommits to Fairer Renfrewshire’s vital work of supporting all agencies across Renfrewshire who are seeking to alleviate food poverty at a time when food inflation continues to be stubbornly high.

Council notes that Foodbanks and Food Pantries are facing high levels of demand from adults and children in need of vital help at this time.

Council agrees to promote the work of local charities like Foodbank and Food pantries in internal communications, to raise awareness and highlight collection points. Council also agrees to work with Foodbank to look at levels of demand and assess whether funding support could be provided by the Council.

Transparency Statement

Councillor McMillan indicated that he had a connection to item 13 as he was a social member of Spateson Bowling Club. However, he indicated that he had applied the objective test and did not consider that he had an interest to declare.

12 Notice of Motion 8 by Councillors McMillan and G Graham

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

Spateston Bowling Club Awards

Council recognises the achievement of Spateston Bowling Club members John Fox and his guide Alistair Pratt in winning a gold medal at the recent International Blind Bowls Association World Championships held in Australia.

Council agrees that the Provost will write to both John and Alistair to offer her congratulations to both of them on behalf of all Council members”.

Councillor McMillan indicated that reference in the motion to "guide" should be replaced with "director".

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

DECIDED: Spateston Bowling Club Awards

Council recognises the achievement of Spateston Bowling Club members John Fox and his director Alistair Pratt in winning a gold medal at the recent International Blind Bowls Association World Championships held in Australia.

Council agrees that the Provost will write to both John and Alistair to offer her congratulations to both of them on behalf of all Council members.

13 Notice of Motion 9 by Councillors G Graham and Gilmour

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

“300th Anniversary – Kilbarchan Weavers Cottage

Council recognises the 300th anniversary of Kilbarchan’s Weavers Cottage. In the heart of the village’s conservation area, the Weaver’s Cottage is a traditional loom weavers cottage built in 1723. At the time it was one of hundreds of weavers homes when Kilbarchan was at the heart of the Scottish textile industry.

Restored by the National Trust the Weavers Cottage is now a popular museum which recreates the living and working conditions of a typical handloom weaver. Council congratulates the Weavers Cottage staff and volunteers on its tercentenary and looks forward to many more successful years for this historic venue.

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

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

“Council further notes the significance of the Weavers Cottage to Kilbarchan’s other A listed building, the Steeple Hall, in terms of their joint symbolism of the village’s significant contribution to the growth of modern Renfrewshire.

Council accordingly restates its commitment to the refurbishment of the Steeple Hall with the allocation of the £700,000, as agreed at the 2021/22 Council Budget and instructs officers to bring forward an investment proposal with timescales for consideration at the next appropriate board. Council further agrees to

1. Consult with OneRen, the National Trust for Scotland, Kilbarchan Community Council, the Kilbarchan General Society, and the wider community in Kilbarchan, about the transformation of the Steeple Hall into an outreach Museum linked to Paisley Museum which will complement activities at the Weavers Cottage.

2. Examine within that community consultation the viability of the long-term creation of a Kilbarchan Cultural Quarter, encompassing both the Steeple Hall, Kilbarchan Cross, and the Weavers Cottage, all within the Kilbarchan conservation area.
3. Submit at the end of the consultation an Expression of Interest for the Steeple Hall to Historic Environment Scotland, for a prospective bid for the Historic Environment Grants Programme to promote the wider Kilbarchan Cultural Quarter vision, and for further investment deemed necessary in the Steeple Hall.
4. Reflect that such a concept will reinforce the new Tourism Action Plan of Renfrewshire Council, which seeks to promote both Paisley and Rural Renfrewshire as the twin hubs around which new economic regeneration and tourism development will revolve”.

Transparency Statement

Councillor J MacLaren indicated that having considered the terms of the amendment which related to Steeple Hall, he had a connection to this item as he was a member of Brookfield Nights which used the Steeple Hall. However, he indicated that he had applied the objective test and did not consider he had to declare an interest.

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

DECIDED: 300th Anniversary – Kilbarchan Weavers Cottage

Council recognises the 300th anniversary of Kilbarchan’s Weavers Cottage. In the heart of the village’s conservation area, the Weaver’s Cottage is a traditional loom weavers cottage built in 1723. At the time it was one of hundreds of Weavers homes when Kilbarchan was at the heart of the Scottish textile industry.

Restored by the National Trust, the Weavers Cottage is now a popular museum which recreates the living and working conditions of a typical handloom weaver.

Council congratulates the Weavers Cottage staff and volunteers on its tercentenary and looks forward to many more successful years for this historic venue.

Council further notes the significance of the Weavers Cottage to Kilbarchan’s other A listed building, the Steeple Hall, in terms of their joint symbolism of the village’s significant contribution to the growth of modern Renfrewshire.

Council accordingly restates its commitment to the refurbishment of the Steeple Hall with the allocation of the £700,000, as agreed at the 2021/22 Council Budget and instructs officers to bring forward an investment proposal with timescales for consideration at the next appropriate board. Council further agrees to

1. Consult with OneRen, the National Trust for Scotland, Kilbarchan Community Council, the Kilbarchan General Society, and the wider community in Kilbarchan, about the transformation of the Steeple Hall into an outreach Museum linked to Paisley Museum which will complement activities at the Weavers Cottage.

2. Examine within that community consultation the viability of the long-term creation of a Kilbarchan Cultural Quarter, encompassing both the Steeple Hall, Kilbarchan Cross, and the Weavers Cottage, all within the Kilbarchan conservation area.

3. Submit at the end of the consultation an Expression of Interest for the Steeple Hall to Historic Environment Scotland, for a prospective bid for the Historic Environment Grants Programme to promote the wider Kilbarchan Cultural Quarter vision, and for further investment deemed necessary in the Steeple Hall.

4. Reflect that such a concept will reinforce the new Tourism Action Plan of Renfrewshire Council, which seeks to promote both Paisley and Rural Renfrewshire as the twin hubs around which new economic regeneration and tourism development will revolve.

14 **Notice of Motion 10 by Councillors Ann-Dowling and G Graham**

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

"ASN Provision

Council believes that ASN support requires further investment with increased staffing and resources for pupils and parents to receive the support and services they need.

Council calls for the Scottish Government to increase funding and long-term planning with local government to increase ASN support to pupils, and to improve the professional support given to classroom teachers teaching pupils with ASN.

Council further calls on the Scottish Government to develop a ring-fenced funding strategy for Additional Support Needs provision".

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

DECIDED: ASN Provision

Council believes that ASN support requires further investment with increased staffing and resources for pupils and parents to receive the support and services they need.

Council calls for the Scottish Government to increase funding and long-term planning with local government to increase ASN support to pupils, and to improve the professional support given to classroom teachers teaching pupils with ASN.

Council further calls on the Scottish Government to develop a ring-fenced funding strategy for Additional Support Needs provision.

15 **Notice of Motion 11 by Councillors J MacLaren and N Graham**

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

“Scottish Power and Street Lights Repairs

Renfrewshire Council objects to the lack of urgency by Scottish Power to repair streetlights once the repair has been passed to them by our Street Lighting Team.

Council will write to the chief executive of Scottish Power to express our concern and seeks an improvement in the time taken for repairs”.

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

DECIDED: Scottish Power and Street Lights Repairs

Renfrewshire Council objects to the lack of urgency by Scottish Power to repair streetlights once the repair has been passed to them by our Street Lighting Team.

Council will write to the chief executive of Scottish Power to express our concern and seeks an improvement in the time taken for repairs.

16 **Notice of Motion 12 by Councillors J MacLaren and Gray**

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

“Exhaust Systems

Renfrewshire Council is concerned about the increase in road illegal vehicle exhaust systems and excessive exhaust noise and instructs the Director of Environment and Infrastructure to investigate options to clamp down on this practice and bring a report back to a future ILE Board on proposals to stop this practice”.

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

DECIDED: Exhaust Systems

Renfrewshire Council is concerned about the increase in road illegal vehicle exhaust systems and excessive exhaust noise and instructs the Director of Environment, Housing and Infrastructure to investigate options to clamp down on this practice and bring a report back to a future Infrastructure, Land and Environment Board on proposals to stop this practice.

17 **Notice of Motion 13 by Councillors McGonigle and Gray**

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

“Following many calls from concerned parents this Council agrees that an urgent review of ASN provision across Renfrewshire is required, following concerns raised by parents across the local authority area in relation to support, training of staff, placement and funding for ASN; notes the education and skills committee report of 2017 that states ‘how is additional support learning working in practice’ and its conclusion that children within ASN attending mainstream schools did not feel included or that it was the correct setting for them; supports the “Getting It Right For Every Child” (GIRFEC) model and believes that by reviewing ASN provision throughout the education estate will provide this Council with a deeper understanding of what is required to ensure every child receives the best possible education and, therefore, agrees the following actions:

1. The Council establishes a cross-party working group to review and scrutinise current ASN provision.
2. The cross-party working group will establish recommendations that will report to the Education and Children's Services Policy Board.
3. That the cross-party working group will take evidence from parents, third party organisations and teaching staff, to ensure that any changes suggested match the needs of families and staff”.

Councillor McGonigle, seconded by Councillor Gray, then moved the motion.

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

“Council notes that a fully comprehensive review of Additional Support Needs Provision in Renfrewshire concluded in 2022 and a subsequent board report on its findings and proposed actions was unanimously approved at the August meeting of Education & Children’s Services Policy Board last year.

Council reaffirms its commitment to provide regular updates to the relevant policy board and to continue to offer advice and support to any and all parents within the local authority area who have issues or concerns with Renfrewshire’s updated ASN provision policy.”

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

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

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

DECIDED: Council notes that a fully comprehensive review of Additional Support Needs Provision in Renfrewshire concluded in 2022 and a subsequent board report on its findings and proposed actions was unanimously approved at the August meeting of Education & Children's Services Policy Board last year.

Council reaffirms its commitment to provide regular updates to the relevant policy board and to continue to offer advice and support to any and all parents within the local authority area who have issues or concerns with Renfrewshire's updated ASN provision policy.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Tuesday, 09 May 2023	10:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Graeme Clark, Mrs Elaine Knox

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 Placing Request Appeals

Consideration was given to four appeals against the refusal of a placing request at Gryffe High School.

All participants had been invited to attend virtually by means of MS Teams. C Adam, Senior Solicitor (Finance and Resources) and K Christie, Headteacher of Gryffe High School and A Gallagher, Resource Manager (all Children's Services), all representing the Education Authority, were invited to attend the meeting together with the appellants in relation to appeals Gryffe High School 23/01, 23/02, 23/03 and 23/05 were invited to join the meeting.

The Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeals.

C Adam then presented the case for the Education Authority and led evidence from K Christie and A Gallagher in relation to the circumstances surrounding the refusal of the placing requests.

The appellants were then asked to leave the meeting and were advised that they would be invited back to present their case to the panel.

(a) **Gryffe High School - Appeal against Refusal of a Placing Request - 23/01**

The appellants in relation to appeal Gryffe High School 23/01 were invited back into the meeting and then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

(b) **Gryffe High School - Appeal against Refusal of a Placing Request - 23/02**

The representatives of the Education Authority were invited back into the meeting.

The appellants in relation to appeal Gryffe High School 23/02 were also invited back into the meeting and then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the

circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

(c) **Gryffe High School - Appeal against Refusal of a Placing Request - 23/03**

The representatives of the Education Authority were invited back into the meeting.

The appellants in relation to appeal Gryffe High School 23/03 were also invited back into the meeting and then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

(d) **Gryffe High School - Appeal against Refusal of a Placing Request - 23/05**

The representatives of the Education Authority were invited back into the meeting.

The appellants in relation to appeal Gryffe High School 23/05 were also invited back into the meeting and then presented their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

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

Date	Time	Venue
Friday, 12 May 2023	09:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Fiona Airlie-Nicolson, Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor Sam Mullin

Chair

Councillor Burns, Convener, presided.

In Attendance

L Mullin, Principal HR & OD Adviser and P Shiach, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 **Communities & Housing**

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

The appellant was present. C Dalrymple, Head of Facilities Management & Property Services (Environment, Housing & Infrastructure) and K Clark, Principal HR & OD Adviser (Finance and Resources) represented management.

The Head of Head of Facilities Management & Property Services submitted a copy of the Code of Conditions for Employees which he indicated he had not submitted with the management submissions.

The Panel adjourned to allow members to consider the additional submission. The Board reconvened and the appellant requested that consideration of his appeal be continued to allow him to be accompanied by his solicitor. This was agreed.

DECIDED: That consideration of the appeal be continued to allow the appellant to be accompanied by his solicitor.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Monday, 15 May 2023	10:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Gillian Graham, Mrs Elaine Knox

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 **Ralston Primary School - Appeal against Refusal of a Placing Request - RP 23/02**

Under reference to item 1(a) of the Minute of the meeting of the Placing Requests and Exclusions Appeals Panel held on 3 May 2023, consideration was given to an appeal against the refusal of a placing request at Ralston Primary School.

All participants had been invited to attend virtually by means of MS Teams.

G Thomson, Senior Solicitor (Litigation & Advice) (Finance & Resources) and J McGowan, Headteacher of Ralston Primary School and S Gorman, Resource Support Manager (both Children's Services), all representing the Education Authority, were invited to attend the meeting together with the appellants in relation to appeal RP 23/02.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

G Thomson then presented the case for the Education Authority and led evidence from J McGowan and S Gorman in relation to the circumstances surrounding the refusal of the placing request.

The appellants in relation to appeal RP 23/02 were then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

Minute of Meeting Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 16 May 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; A Morrison, Head of Economy & Development Services, L McIntyre, Head of Policy & Partnerships, A Johnstone, Principal Estates Surveyor and J Castle, Senior Communications Officer (Chief Executives); A Scott, Criminal Justice Services Manager and J Gardyne, Community Justice Lead 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), C Hunter, Environmental Health Public Health Manager, J Murdoch, Housing Regeneration 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, D Pole, End User Technician, R Devine and E Gray both Senior Committee Services Officers and J Barron, Assistant Committee Services Officer (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 Police and Fire & Rescue Services Scrutiny Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 7 March 2023, a copy of which forms the Appendix to this document.

DECIDED: That the Minute be approved.

2 Building Communities, Greenspaces, Parks & Play Areas, and Villages Investment Fund Update

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

The report indicated that the key objective in allocating funding was to work with and support community groups to identify and deliver improvement projects in their local communities, improve their local greenspaces, including parks and play areas, and strengthen the identity, heritage, uniqueness and character of village life. Appendix 1 of the report provided details of current Greenspace, Parks and Play Areas and Villages Investment Funding applications, including five applications that had been submitted for approval under delegated authority for Greenspaces Funding and an application seeking £30,000 in respect of an outdoor gym in Langbank.

The report also provided updates in relation to the progress of Team Up to Clean Up and the recently launched Environmental Taskforce, setting out the Taskforce's key performance indicators and the ongoing building of relationships with businesses and housing associations. In addition, further information was provided on the status of Team Up to Clean Up's newly launched Take the Lead Campaign and the Sustainable Food Scheme.

The report detailed the activities of Renfrewshire Community Safety Partnership's Youth Team; the Celebrating Renfrewshire participatory budgeting project delivered by young people, for young people; and the delivery of activity camps over the Easter break.

DECIDED:

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

(b) That the impact of the funding and the benefits to the wider communities delivered by the projects, as set out in section 4 of the report, be noted;

(c) That the work currently being undertaken by the Environmental Taskforce to support communities in the efficient removal and investigation of flytipping be noted;

(d) That the work of the Taskforce creating partnerships with Housing Associations, and the education of private landowners be noted; and

(e) That the upcoming Team Up to Clean Up projects designed to address wide reaching, common community concerns including dog fouling, excess of plastic waste and school lunchtime litter be noted.

3 **Communities and Housing Services – Service Improvement Plan 2022/25 Outturn Report**

Under reference to item 4 of the Minute of meeting of this Policy Board held on 7 June 2022, there was submitted a report by the Director of Environment, Housing and Infrastructure relative to performance to deliver the Communities & Housing Service Improvement Plan during the 12-month period covering 1 April 2022 to 31 March 2023.

The report provided a summary of performance for both the action plan and the service performance indicators, which were included as appendices to the report. It was reported that overall, the service had delivered on its priorities for the reporting period. A number of service updates and key achievements were highlighted in Section 5 of the report.

The Director of Environment, Housing and Infrastructure advised that data relating to (i) percentage of reactive repairs carried out in the last year completed first time;(ii) percentage of overall repairs completed within target; and (iii) average length of time taken to complete non-emergency repairs would be submitted to a future meeting of this Policy Board when that data became available.

DECIDED:

(a) That the report be noted;

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

(c) That the performance of the service, as measured by the scorecard indicators, be noted; and

(d) That arrangements be made to submit data relating to (i) percentage of reactive repairs carried out in the last year completed first time;(ii) percentage of overall repairs completed within target; and (iii) average length of time taken to complete non-emergency repairs (days) to a future meeting of this Policy Board when the data became available.

4 **Environment, Housing and Infrastructure – Service Improvement Plan 2023/26**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the Service Improvement Plan 2023/26 for Environment,

Housing and Infrastructure. The Service Improvement Plan was set out in Appendix 1 to the report.

The Service Improvement Plan was designed to sit beneath the Council Plan, Community Plan, Risk Management Plan, and the Workforce Plan to form a suite of documents which provided the strategic direction for the service. The Plan identified the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success. A mid-year progress update on the Service Improvement Plan would be submitted to a meeting of this Policy Board in the autumn of 2023.

It was agreed that an update report be submitted to a future meeting of this Policy Board relative to the measures in place, action taken and proposed to be taken in the future to manage dampness, mould and condensation within Renfrewshire Council housing stock.

DECIDED:

(a) That the Service Improvement Plan for Environment, Housing and Infrastructure, a copy of which was appended to the report, be approved;

(b) That it be agreed that mid-year progress with the Service Improvement Plan, with updates to the actions and performance indicators, be submitted to this Policy Board in autumn 2023; and

(c) That arrangements be made to submit an update report to a future meeting of this Policy Board relative to the measures in place, action taken and proposed to be taken in the future to manage dampness, mould and condensation within Renfrewshire Council housing stock.

5 **Scottish Housing Regulator Engagement Plan 2023/24**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the Scottish Housing Regulator's Engagement Plan 2023/24 (the Plan).

The report advised that the Plan focussed on service provision by Councils for people who were homeless. A copy of the Plan was appended to the report. The Council required to submit two annual regulatory returns, the Annual Assurance Statement and the Annual Return on the Charter, and update reports would be submitted to future meetings of this Policy Board in connection with those submissions. The Scottish Housing Regulator (SHR) would also require to be notified of any material changes to the Council's Annual Assurance Statement, of any tenant/resident safety matter which had been reported to or was being investigated by the Health and Safety Executive and of reports from regulatory or statutory authorities or insurance providers relating to safety concerns. In addition, the Plan indicated that during 2022/23 the data for all local authorities, from the Scottish Government's national homelessness statistics and the Annual Returns on the Charter, had been reviewed and compared and further information and assurances obtained from all local authorities about homelessness services. To assess the risks to people threatened with or experiencing homelessness the SHR would engage with all local authorities during 2023/24, with a focus on the provision of appropriate temporary accommodation. The Regulator would meet with Renfrewshire Council to discuss

homelessness services locally and to determine whether additional assurance was required in respect of the provision of temporary accommodation and/or whether the Unsuitable Accommodation Order was being breached. Renfrewshire Council would also make the SHR aware of emerging issues relating to the provision of temporary accommodation and compliance with the Unsuitable Accommodation Order. The Plan would be updated in light of any material change to planned engagement with the Council.

DECIDED: That the content of the Renfrewshire Council Scottish Housing Regulator's Engagement Plan for the period 31 March 2023 to 31 March 2024, a copy of which was appended to the report, be noted.

6 **Private Sector Housing Investment Programme 2023/24**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the Private Sector Housing Investment Programme requirements for 2023/24.

The report referred to the decision taken at the meeting of the Council held on 2 March 2023 when funding provision for Capital and Revenue Private Sector Housing Grant (PSHG) expenditure during 2023/24 had been approved. Based on the Council budget approval and taking account of the most up to date expenditure projections, the report updated the programme requirements for the period 2023/24 to support owner participation on a range of programmes. A copy of the PSHG Investment Programme 2023/24 was appended to the report.

DECIDED: That the Private Sector Housing Grant Investment Programme 2023/24, as appended to the report, be approved.

7 **Compulsory Purchase Orders**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the proposed promotion and use of proposed Compulsory Purchase Orders to acquire the last remaining privately owned property within the Auchentorlie Regeneration Area and the remaining privately-owned residential and commercial properties and land within the Paisley West End Masterplan Area. The report sought authority for officers to proceed to seek the consent of Scottish Ministers for the Compulsory Purchase Orders.

The report referred to the meetings of the Communities, Housing & Planning Policy Board held on 18 January and 15 March 2022 when the Council's Housing-led Regeneration Programme had been approved, with eight Housing Regeneration Areas in the first phase. One of these Regeneration Areas was Auchentorlie, which comprised thirteen closes of six flats and the regeneration proposals included retention of and investment in ten closes and the demolition of the other three, in which the Council owned seventeen flats, with the other flat, Flat 2/1, 9 Auchentorlie Quadrant, being in private ownership. Officers had been unable to secure an agreement for the Council to acquire the property on a voluntary basis. Authority was sought for the use of Compulsory Purchase Order powers to acquire the property as all reasonable attempts to contact the owner and agree a voluntary acquisition had been made and been unsuccessful. It was highlighted that the Compulsory Purchase Order process would run in parallel with continued efforts to acquire the property on a

voluntary basis.

The report also referred to the meeting of the Leadership Board held on 12 December 2017 when a Regeneration Masterplan for Paisley West End was approved, to be implemented in partnership with Sanctuary Scotland Housing Association Limited. The acquisition of over 100 private properties was required so that demolition could be carried out in order to facilitate delivery of the Regeneration Masterplan. The report advised that Sanctuary's agents had successfully negotiated the acquisition of most of these properties and this work continued in respect of any properties not yet acquired.

The Leadership Board had approved the use of Compulsory Purchase Order powers to facilitate delivery of the Regeneration Masterplan if voluntary acquisition of all privately owned residential and commercial properties and land within the Masterplan area was not possible despite all reasonable attempts. In addition, the meetings of the Communities, Housing & Planning Policy Board held on 29 October 2019, 18 August 2020 and 18 May 2021 respectively had authorised the specific use of Compulsory Purchase Orders at a number of properties in the Masterplan area and the meeting of the Communities and Housing Policy Board held on 25 October 2022 had authorised the use of Compulsory Purchase Order procedures where voluntary acquisition could not be secured to ensure the acquisition of the remaining properties in the approved Paisley West End Masterplan Area.

The report stated that all properties in the Paisley West End Masterplan Area were in the ownership of the Council or Sanctuary except the twenty-one listed in the table at paragraph 3.12 of the report. In accordance with the previous decisions, authorisation was sought to promote Compulsory Purchase Orders, either one Order or, at most, two separate Orders, in respect of the properties listed in the table at paragraph 3.12 of the report. It was highlighted that the Compulsory Purchase Order processes would run in parallel with Sanctuary's and its agents' continued efforts to acquire the properties on a voluntary basis.

DECIDED:

(a) That the promotion and use of a Compulsory Purchase Order be authorised to acquire the last remaining privately owned property within the Auchentorlie regeneration area namely Flat 2/1, 9 Auchentorlie Quadrant, Paisley;

(b) That the progress made by the Council's delivery partner Sanctuary Housing Association in acquiring private properties in the Paisley West End Masterplan Area on a voluntary basis be noted; and

(c) That it be agreed that, in accordance with the decisions taken at the meeting of the Leadership Board held on 12 December 2017 and the meeting of this Policy Board held on 25 October 2022 a further Compulsory Purchase Order (or, at most, two such Orders) would be promoted with a view to acquiring the remaining privately owned residential and commercial properties and land within the Paisley West End Masterplan Area, as detailed within the table in paragraph 3.12 of the report.

8 Application for Funding to Support the Resettlement of Ukrainian Displaced Persons

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to an application submitted for funding from the Scottish

Government ‘Longer-Term Resettlement Fund’ to meet the repair costs of “last-in-the-block” Council owned flats, which were currently empty and scheduled to be sold, or may become empty in the future.

The report stated that during March 2022, the Council and its partners had been asked to support the establishment of a Welcome Hub near Glasgow Airport with the aim of supporting people arriving in Scotland from Ukraine through the Scottish Government’s ‘super sponsor scheme’. The Council had welcomed Ukraine Displaced Persons (UDP’s) to Scotland, including the provision of temporary accommodation and support, with UDP’s then moving to more settled accommodation across Scotland.

The report advised that a number of individuals and families had since been supported to resettle in Renfrewshire through the Homes for Ukraine scheme, and whilst the number of arrivals and people being supported in Renfrewshire’s Welcome Hub had reduced, there continued to be challenges in terms of supporting people staying in hotels to move to settled accommodation in Scotland. The Scottish Government had made additional funding available to Councils and Registered Social Landlords (RSLs) through a ‘Longer-Term Resettlement Fund’ for improving and bringing empty properties back into use that could be provided to UDP’s for up to three years. The report provided an update on an application for finance from this fund to meet the repair costs of “last-in-the-block” Council owned flats, which were currently empty and scheduled to be sold, or became empty in the future, where these properties would be let to UDP’s for up to three years, with the intention of then marketing the property for sale as originally planned when the UDP’s tenancy terminated. It was noted that there were currently 33 properties that would be covered by the initial funding application.

DECIDED:

(a) That it be noted that an application for repair and improvement costs for empty houses would be made to the Scottish Government’s ‘Longer-Term Resettlement Fund’; and

(b) That it be agreed that, if successful, this would allow ‘last-in-the-block’ properties to be let to Ukrainian Displaced Persons, and that a further report be submitted to a future meeting of this Policy Board on progress with this initiative.

9 Allocation of property to staff, elected member or committee members: Housing Rule 2.5

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to Housing Rule 2.5, which required all housing allocations which involved either (i) Council members or their immediate families or (ii) members of staff of the Housing Services Division or their immediate families to be notified to the relevant Policy Board.

DECIDED: That the report be noted.

10 Greater Glasgow & Clyde Joint Health Protection Plan 2023/25

There was submitted a report by the Director of Environment, Housing and

Infrastructure relative to the Greater Glasgow & Clyde Joint Health Protection Plan 2023/25.

The report stated that the Public Health etc (Scotland) Act 2008, amongst other things, detailed the responsibilities of Scottish Ministers, local authorities and health boards, in terms of protecting public health in Scotland. Local authorities were responsible for all public health regulation in relation to premises and property while the National Health Service (NHS) was responsible for all public health regulation in relation to persons and individuals. Health Boards in Scotland also required, in terms of the Act, to lead on the preparation of a Joint Health Protection Plan (JHPP) for the area and to consult with local authorities during its preparation. The content, nature and scope of Plans were covered in guidance issued by Scottish Ministers. The JHPP set the strategic context for Public Health Protection within the area. In preparing the Greater Glasgow & Clyde JHPP 2023/25, NHS Greater Glasgow & Clyde Health Board had consulted with local authorities within the Health Board area. A copy of the draft Plan was appended to the report. It was highlighted that the JHPP also required to be approved by the NHS Board and the other local authorities within the Health Board area.

DECIDED: That the publication of the Greater Glasgow & Clyde Joint Health Protection Plan 2023/25, a copy of which was appended to the report, be noted.

11 **Renfrewshire's Community Justice Outcome Improvement Plan**

There was submitted a report by the Director of Children's Services relative to the Renfrewshire Community Justice Outcome Improvement Plan, together with an update in terms of local Community Justice activity.

The report advised that the Community Justice (Scotland) Act 2016 provided the legislative framework for the current model of community justice and placed a duty on local authorities and their statutory partners to produce a Community Justice Outcomes Improvement Plan (CJOIP) for their local authority area setting out which nationally determined outcomes were a priority, identified planned actions required to achieve or maintain nationally determined outcomes and had a collective responsibility to ensure community justice outcomes were achieved through effective collaboration and reporting.

The report detailed the work undertaken by Community Justice Renfrewshire (CJR) to produce the Community Justice Outcome Improvement Plan (CJOIP) 2023/26, indicating that it would shape future Community Justice activity in Renfrewshire and guide associated reporting. In addition the report highlighted that the CJOIP focused on the added value that came from working in partnership, rather than on the contribution of individual agencies, did not seek to replicate the actions set out in the strategic and service plans of partners, and presented new areas of focus that would contribute to national justice outcomes.

The CJOIP outlined the broad areas of collaborative work CJR believed would have the greatest impact on national community justice outcomes. A detailed action plan and associated measures of success would be developed and enable CJR to review the recently published Community Justice Performance Framework and conduct a comprehensive strategic strength and needs assessment as data was released from Community Justice Scotland. A range of local measures would be identified to supplement national indicators and both local and national indicators would be

monitored and form the basis of annual reports. Renfrewshire's CJOIP would be shared with Community Justice Scotland in accordance with statutory requirements and be made publicly available, and arrangements made with partners to conduct a strategic needs and strengths assessment.

DECIDED:

(a) That Renfrewshire's Community Justice Outcome Improvement Plan 2023/26 be approved; and

(b) That it be noted that the Renfrewshire's Community Justice Outcome Improvement Plan would be shared with Community Justice Scotland in the coming months.

12 Land Adjacent to 8 Fulwood Avenue, Linwood

There was submitted a report by the Chief Executive relative to the proposed declaration of an area of land located adjacent to 8 Fulwood Avenue, Linwood, identified on a plan appended to the report, as surplus to the Council's requirements.

The area of land involved, which was held on the Housing Revenue Account, extended to 26 square metres or thereby and was currently garden ground leased to the Council house tenant at 6 Fulwood Avenue, Linwood. The owner of the property at 8 Fulwood Avenue, Linwood had expressed an interest in acquiring the land to provide additional garden ground and a purchase price had been agreed subject to this Policy Board declaring the ground surplus. The purchase price of the land would be at a level upon which delegated powers granted to the Head of Economy & Development for the disposal of surplus property would be utilised. The Head of Housing Services, in consultation with the tenant of the property at 6 Fulwood Avenue, Linwood, had confirmed that she was not opposed to the land being declared surplus. It was highlighted that the proposed purchaser would be liable to meet the Council's reasonable professional and legal expenses incurred in processing the transaction.

DECIDED:

(a) That the area of land identified on the plan appended to the report be declared as surplus to the Council's requirements, with a view to disposing of it to the adjacent owner of 8 Fulwood Avenue, Linwood;

(b) That the sale thereof to the adjoining proprietor of 8 Fulwood Avenue, Linwood, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers be authorised; and

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

13 Disposal of property at 20 Thornhill, Johnstone

There was submitted a report by the Chief Executive relative to the proposed declaration of the property at 20 Thornhill, Johnstone, identified on a plan appended

to the report, as surplus to the Council's requirements.

The report advised that the property, which was held on the Housing Revenue Account, was located within a parade of seven shops with residential properties above. Of the seven shops, two had been disposed of by the Council. The residential properties were a mix of Council and privately-owned properties. The tenant of the property at 20 Thornhill, Johnstone, who had been in occupation for over 10 years, had expressed an interest in acquiring that property and after negotiation, a provisional purchase price of £125,000 had been agreed subject to this Policy Board declaring the property surplus to requirements. The proposed purchase price was considered best value for the disposal of the property. The Head of Housing Services had confirmed that she was not opposed to the disposal of the property at 20 Thornhill, Johnstone and it had been confirmed that there would be no title restrictions that would prevent the sale. It was highlighted that the proposed purchaser would be liable to meet the Council's reasonable professional and legal expenses incurred in processing the transaction.

During discussion it was proposed and agreed that consideration be given to options to make local members aware of the proposed disposal of land and/or property in their ward earlier in the process.

DECIDED:

(a) That the property at 20 Thornhill, Johnstone, identified on the plan appended to the report, be declared as surplus to the Council's requirements, with a view to disposing of it to the existing tenant;

(b) That the sale thereof to the existing tenant of 20 Thornhill, Johnstone, on the provisional terms and conditions agreed and detailed in the report;

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

(d) That consideration be given to options for making local members aware of the proposed disposal of land and/or property earlier in the process.

Minute of Meeting

Police and Fire & Rescue Scrutiny Sub-Committee

Date	Time	Venue
Tuesday, 7 March 2023	14:00	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 and Councillor Iain McMillan.

CHAIR

Councillor McGurk, Convener, presided.

IN ATTENDANCE

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

ALSO IN ATTENDANCE

L Waddell, Chief Superintendent and W Graham, Area Commander (both Police Scotland) and D McCarrey, Area Commander and M Hill, 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.

1. RENFREWSHIRE LOCAL POLICING PLAN 2023-26

There was submitted a report by the Director of Communities & Housing Services relative to the proposed Renfrewshire Local Policing Plan (LPP) 2023-26. In accordance with the Police & Fire Reform (Scotland) Act 2012, Police Scotland had a responsibility to prepare Local Policing Plans for the period 2023-2026. The LPP contained information about the objectives and activities to be delivered over the course of the next three year period which would contribute towards positive outcomes for people and communities.

The report provided comments on the draft Renfrewshire Local Policing Plan (LPP) developed in collaboration with Renfrewshire Council, which was attached to the report and was presented to the Scrutiny Sub-committee for comment and approval before publication. As part of the development work Police Scotland had also engaged with Community Planning Partners to seek to align local policing plans and priorities with Local Outcome Improvement Plans (LOIPs) to ensure collective action by partners could make the most difference. The new Plan would cover the period to 2026 and publication was expected on 1 April 2023.

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

Renfrewshire Council welcomed the LPP 2023-2026, and the strong partnership working which was already well established in Renfrewshire and would help support the Police priorities which were aligned to priorities within the Renfrewshire Community Plan. The partnership working structures in Renfrewshire - Renfrewshire Community Safety Partnership, Community Protection Chief Officers Group, Police and Fire & Rescue Scrutiny Sub Committee and community structures - provided a framework for regular partnership working that enabled partners to engage in an informed basis in identifying and setting priorities. Police Scotland worked closely with Renfrewshire Council and other partners and identified emerging concerns which ensured early intervention and resolution.

DECIDED:

- (a) That the comments on the Renfrewshire Local Policing Plan 2023-26 be noted; and
- (b) That the Renfrewshire Local Policing Plan 2023-26, attached to the report, be endorsed.

2. LOCAL ISSUES

In response to a concern raised by a member L Waddell, Police Scotland, advised that in relation to Community Policing, including liaison with schools, a review would be taking place and that a presentation on the findings would be made to a future meeting of this sub-committee. W Graham, Police Scotland advised members that there was a generic email box which should be used and was monitored on a daily basis, he advised that he would communicate this information to members.

The issue of sectarian graffiti in Renfrew was raised and Police Scotland advised that in conjunction with officers of Renfrewshire Council, this had now been removed.

Concern was raised about youths gathering in local golf clubs to consume alcohol and the damage caused to the golf courses. Police Scotland advised that they were aware of these situations and would increase the presence of police in these areas with plans being drawn up to cover the Easter holiday period.

Scottish Fire & Rescue service thanked Police Scotland for the prompt response when crew members were attacked at an incident at the end of February 2023.

DECIDED: That the information provided be noted.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 17 May 2023	10:00	Remotely by MS Teams,

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing) (Item 1 only), R Graham, Senior Solicitor (Litigation and Regulatory Services), C Gregory and E Timmins (both Senior Solicitors, Litigation and Advice), P Shiach, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing), R McCallum, Administrative Assistant and D Pole, End User Technician (all Finance & Resources) and S McFarlane, C Young and R Wilson (Fair Trading & Licensing Officers) (all Communities Housing and 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.

Apology

Councillor Montgomery.

Declarations of Interest

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

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

Under reference to item 2 of the Minute of the meeting of this Board held on 2 February 2023 there was submitted a report by the Director of Finance & Resources relative to the review of taxi fares within Renfrewshire.

The report advised that at that meeting the Board agreed, after considering responses to an initial consultation, to advertise a proposal to fix a new fare scale. The agreed proposal involved: an increase to the minimum fare (or “Flag Fall”) from £3.45 to £3.90; an increase in the additional distance charge, by retaining the unit charge of 30p but changing the measure of distance from 315 yards to 309 yards; and an increase to the waiting charge (based on a period of 2 minutes, or part thereof) from 36p to 40p. The Board agreed that the proposed scale would be advertised, allowing representations to be made within one month.

The Board had previously agreed that the proposed fare scale would come into effect from 10 July 2023. The Board also agreed that a report would be submitted to a future meeting of the Board to allow a taxi fare scale to be fixed.

The report intimated that an advertisement detailing the proposal had been advertised in the press on 17 February 2023 and provided that any person wishing to make representations on the proposal must do so in writing no later than 17 March 2023. The advertised proposal was attached at Appendix 1 to this report. The procedure followed was set out in Section 17 of the Civic Government (Scotland) Act 1982, as amended (“the Act”).

The report advised that in response to the advertisement, three parties had made representations and these were detailed at paragraphs 1.5.1 to 1.5.3 of the report and Appendix 3 to the report. The Board now required to fix a taxi fare scale for Renfrewshire. The Board was also required, under the Act, to determine a date for the scale to come into effect. It was recommended that the scale come into effect on 10 July 2023, as previously proposed by the Board.

The Convener proposed that as a new fares scale for Renfrewshire, the advertised proposal detailed in paragraph 1.2 and Appendix 1 of the report be approved subject to the pick up and drop off charge at Glasgow Airport being increased from £4 to £5 and that the recommendations in the report be otherwise agreed. This was agreed unanimously.

DECIDED:

(a) That as a new fares scale for Renfrewshire, the advertised proposal detailed in paragraph 1.2 and Appendix 1 of the report be approved subject to the pick up and drop off charge at Glasgow Airport being increased from £4 to £5;

(b) That it be agreed this that fares scale shall come into effect on 10 July 2023;

(c) That it be agreed that thereafter, officers be authorised to give notice to (i) all operators of taxis operating in Renfrewshire and (ii) the persons and organisations appearing to the Board to be representative of the operators of taxis operating within

Renfrewshire (being the parties initially consulted) of the fares scale fixed and its effect, the date on which it is to come into effect and the rights of appeal against the scale, all as set out in Section 17 of the Act, as amended; and

(d) That officers be authorised to publish the fares scale, as soon as practicable following expiry of the period for appeal to the Traffic Commissioner (or, if appealed, as soon as practicable after determination of the appeal), by giving notice of the scales in an advertisement in a newspaper circulating in Renfrewshire and to specify therein that the scales shall come into effect on 10 July 2023.

2 **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:-

Parvaz Ahktar

The Senior Solicitor (Litigation & Regulatory Services) advised that this application was for grant of a Private Hire Car Driver's Licence and not for grant of a Taxi Driver's Licence as stated on the agenda.

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

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

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

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

Applicant: Baiju Paul
Licence No.: PH1082

Mr Paul, the applicant, joined the meeting by video call. 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.

4 **Renewal of Late Hours Catering Licences**

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

(a) Applicant: WM Morrison Supermarkets Limited
 Premises: 30 Napier Street, Johnstone
 Activity: supermarket
 Operating hours: Monday to Sunday - 11.00 pm to 5.00 am
 Licence No.: LHC-086

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

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

(b) Applicant: WM Morrison Supermarkets Limited
 Premises: Anchor Mill, Paisley
 Activity: supermarket
 Operating hours: Monday to Sunday - 11.00 pm to 5.00 am
 Licence No.: LHC-087

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.

EXCLUSION OF PRESS AND PUBLIC

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

5 **Grant of Late Hours Catering Licence - Personal Appearance**

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

Applicant: Madras Grill House
 Premises: 20-22 Old Sneddon Street, Paisley
 Activity: catering

Operating hours: Sunday to Thursday - 11:00 pm to 1:00 am and Friday and Saturday - 11.00 pm to 3:00 am

Ms Canning, on behalf of the applicant, joined the meeting by telephone call and advised that the applicant wished to accept the operating hours as set out in the Board's policy on trading hours. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the operating hours be Sunday to Thursday from 11.00 pm to 1.00 am and Fridays and Saturdays from 11.00 pm to 2.00 am. This was agreed unanimously.

DECIDED: That the application be granted for a period of one year and that the operating hours be Sunday to Thursday from 11.00 pm to 1.00 am and Fridays and Saturdays from 11.00 pm to 2.00 am.

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

Under reference to item 9(d) of the Minute of the meeting of this Board held on 2 February 2023, consideration was resumed of application (c) and there were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. Applicant (c) had been asked to appear personally for the second time and applicants (a), (b), (d), (e), (f), and (g) had been asked to appear personally for the first time together with Police Scotland who had submitted objections to applications (c) and (d) and representations to applications (e), (f) and (g):-

(a) Muhammad Nadeem

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

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

(b) Moumen Helmi

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

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

Sederunt

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

(c) Brogan Carslaw

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

matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that 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) Mohammad Akram

The Senior Solicitor (Litigation & Regulatory Services) advised that Mr Akram had intimated that he would be unable to attend the meeting. Sergeant Moore-McGrath, joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. The Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

(e) David Walker

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

(f) Jawwad Anwar

Mr Anwar, 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 six months This was agreed unanimously.

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

Adjournment

The meeting adjourned at 11.40 am and reconvened at 11.55 am.

(g) Parmjit Singh

Mr Singh, the applicant, accompanied by his daughter Ms Kaur, joined the meeting by video call together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application.

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

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

Adjournment

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

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

Under reference to item 10(c) of the Minute of the meeting of this Board held on 2 February 2023, consideration was resumed of application (b) and there was submitted application (a) for renewal of Private Hire Car Drivers' Licences. Applicant (a) had been asked to appear personally for the first time and applicant (b) had been asked to appear personally for the second time together with Police Scotland who had submitted a representation to application (a) and an objection to application (b):-

(a) Applicant: Shamshad Hashimi
Licence No.: P3234

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

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

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

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

8 **Renewal of Taxi Operator's Licence**

There was submitted the undernoted application for renewal of a Taxi Operator's Licence:-

Applicant: Eric Egan
Licence No.: TX010

The Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

9(a) **Renewal of Taxi Operator's Licence - Personal Appearance**

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

Applicant: Mohamed Youssef
Licence No.: TX212d

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

DECIDED: That the application be refused.

Sederunt

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

9(b) **Variation of Taxi Operator's Licence - Personal Appearance**

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

Applicant: Mohammed Youssef
Variation: exception to policy and standard condition 22
Licence No.: TX212d

Mr Youssef, the applicant, joined the meeting by video call and advised he wished to withdraw this application.

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

Sederunt

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

10 **Grant of Taxi Driver's Licence - Personal Appearance**

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

Patrycja Singh

Ms Singh, the applicant, joined the meeting by video call. 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.

Minute of Meeting Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 18 May 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Rodden, Convener, presided.

In Attendance

S Quinn, Director of Children's Services, A MacArthur, Director of Finance & Resources, J Calder, Head of Service (Early Years & Broad General Education), T McGillivray, Head of Schools (Senior Phase & Inclusion), J Trainer, Head of Childcare & Criminal Justice, L Johnston, Service Improvement Manager, S Bell, Education Manager (Whole Family Wellbeing) and M Kearney, Principal Psychologist (all Children's Services); A Morrison, Head of Economy & Development Services, L Mahon, Head of Marketing & Communications, L Adamson, Communications & Public Affairs Manager, D Christie, J Connolly and C Orr, all Senior Communications Officers (all Chief Executive's); and R Conway, Finance Manager, E Gray and C MacDonald, both Senior Committee Services Officers, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

Webcasting of Meeting

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

Apologies

Councillor Edward Grady, Mary Jane Bird and Ravinder Singh.

Declarations of Interest

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

Transparency Statements

Councillor Nicolson indicated that he had a connection to items 6, Care Inspectorate Inspection of Renfrewshire's Adoption Service, and 7, Care Inspectorate Inspection of Renfrewshire's Fostering Service by way of being a member of the Council's Adoption and Fostering Panel. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Davidson indicated that she had a connection to item 3, Children's Services Service Improvement Plan 2022/23 Outturn Report, by way of having signed up to undertake the role of Promise Keeper. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor Airlie-Nicolson indicated that she had a connection to item 3, Children's Services Service Improvement Plan 2022/23 Outturn Report, by way of having signed up to undertake the role of Promise Keeper. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Statements by the Director of Children's Services

At the request of the Convener, the Director of Children's Services read two statements to address recent events which required to be brought to the attention of the Policy Board.

The first statement referred to the tragic death of Kayden Frank, aged four, which occurred on 15 May 2023. The Director passed on thoughts and prayers to Kayden's family and confirmed that the service would continue to support Police Scotland with their enquiries.

The second statement referred to an incident which took place at Johnstone High School on 12 May 2023. Support had been offered to any pupil or staff member who required it following the incident.

1 Education Provision Dargavel

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 9 March 2023 there was submitted a report by the Director of Children's Services relative to the proposed actions to provide sufficient education provision in Dargavel.

The report referenced the capacity issues at the new Dargavel Primary School and provided detail on the work which had been undertaken to ensure that six modular classrooms would be installed and available for use for the beginning of the 2023/24 session. It was anticipated that the modular classrooms would create capacity for an additional 198 pupils and would ensure that all children due to enter Primary 1 in 2023 would be able to do so.

It was noted that the Primary 1 intake for the 2024/25 session was expected to be capped at 75 pupils and that as a consequence there would be a requirement to apply the Council's Admissions Policy.

An update was also provided on the progress made towards planning for the construction of a new primary school on the Dargavel site. Following further investigation of the projected school roll, officers had recommended that the new school should have capacity for 800 pupils. Discussions were ongoing between officers and the site landowner, BAE Systems, to identify a suitable location for the school.

Analysis had also been undertaken of future secondary school provision which resulted in a recommendation that Park Mains High School be extended to allow for an additional 400 pupils to be accommodated.

Councillor Rodden, seconded by Councillor Paterson, moved:

- (a) That it be noted that the six new modular classrooms continue to be expected to be in place at Dargavel Primary School for August 2023;
- (b) That the planning figure for the new primary school for 800 pupils be approved;
- (c) That planning for an extension to Park Mains High School to accommodate an additional 400 pupils be approved; and
- (d) That it be noted that any changes to the above planning assumptions that may be required as a result of ongoing discussions with BAE would be reported back to this Policy Board.

As an amendment, Councillor Gray, seconded by Councillor McGonigle, moved that the recommendations of the report be approved subject to replacing the third bullet point with:

"That a site in or around Bishopton for a new high school to accommodate over 1000 pupils be identified."

As a second amendment, Councillor Graham, seconded by Councillor Smith, moved that the recommendations of the report be approved subject to the addition of:

"(a) That this Council will contact the Scottish Government and:

- (i) request its intervention to expedite the delivery of the additional Dargavel primary education provision, including mediating discussions between Renfrewshire Council and the landowner BAE;

(ii) ask the Scottish Government to provide the necessary funding for the delivery of education provision to the Dargavel housing development to alleviate the cost to Renfrewshire tax-payers and ensure Renfrewshire Council does not need to cut existing services which are already extremely stretched; and

(b) That a strategic masterplan, including options appraisals of educational provision for Dargavel, be produced before this Board commits to the £millions being proposed. This will not delay modular classroom provision and should be available for review by the Board by September 2023."

As a third amendment, Councillor Nicolson, seconded by Councillor Audrey Doig, moved that the recommendations of the report be approved subject to the addition of the following to the third bullet point:

"and that the planning figure of 400 be capped at total capacity for Park Mains High School of 2000. Board also agrees that modelling and planning of any possible future capacity demand for the catchment area be considered within the context of the wider Renfrewshire council school estate management plan."

In terms of Standing Order 27, Councillors Rodden and Paterson, being the mover and seconder of the motion, accepted the third amendment as an addition to the motion.

There remained the first amendment, the second amendment and the motion as amended.

On the roll being called between the motion as amended and the first amendment the following members voted for the first amendment: Councillors Gray and McGonigle.

The following members voted for the motion as amended: Councillors Adam, Airlie-Nicolson, Provost Cameron, Councillors Audrey Doig, Hannigan, Hughes, Mylet, Nicolson, Paterson and Rodden.

The following members abstained: Councillors Davidson, Graham, McMillan, Mr Jack Nellaney and Councillor Smith.

2 members having voted for the first amendment, 10 members having voted for the motion as amended and 5 members having abstained a vote was then taken between the motion as amended and the second amendment.

On the roll being called between the motion as amended and the second amendment the following members voted for the second amendment: Davidson, Graham, Gray, Hannigan, McGonigle, McMillan and Smith.

The following members voted for the motion as amended: Councillors Adam, Airlie-Nicolson, Provost Cameron, Councillors Audrey Doig, Hughes, Mylet, Nicolson, Paterson and Rodden.

The following member abstained: Mr Jack Nellaney.

7 members having voted for the amendment, 9 members having voted for the motion as amended and 1 member having abstained, the motion as amended was accordingly declared carried.

DECIDED:

(a) That it be noted that the six new modular classrooms continue to be expected to be in place at Dargavel Primary School for August 2023;

(b) That the planning figure for the new primary school for 800 pupils be approved;

(c) That planning for an extension to Park Mains High School to accommodate an additional 400 pupils be approved; and

(d) That it be noted that any changes to the above planning assumptions that may be required as a result of ongoing discussions with BAE would be reported back to this Policy Board and that the planning figure of 400 be capped at total capacity for Park Mains High School of 2000; and

(e) That it be agreed that modelling and planning of any possible future capacity demand for the catchment area be considered within the context of the wider Renfrewshire council school estate management plan.

2 **Children's Services Service Improvement Plan 2022/23 Outturn Report**

Under reference to item 1 of the Minute of the meeting of this Policy Board held on 9 June 2022, there was submitted a report by the Director of Children's Services relative to the performance of Children's Services for the twelve-month period covering 1 April 2022 to 31 March 2023 in relation to the Service Improvement Plan.

The report provided a summary of performance for both the action plan and the service performance indicators, which were included as appendices to the report. It was reported that overall, the service had delivered on its priorities for the reporting period. A number of service updates and key achievements were highlighted in Section 4 of the report.

DECIDED:

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

(b) That the achievements of Children's Services during 2022/23 be noted.

3 **Children's Services 2023/2026 Service Improvement Plan**

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan 2023/2026. The Service Improvement Plan was set out at Appendix 1 to the report.

The Service Improvement Plan was designed to sit beneath the Council Plan, Community Plan, Risk Management Plan, and the Workforce Plan to form a suite of documents which provided the strategic direction for the service. The Plan identified the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success.

It was noted that a mid-year progress update on the Service Improvement Plan would be submitted to a meeting of this Policy Board in the Autumn of 2023.

DECIDED:

(a) That the Children's Services Service Improvement Plan 2023/2026, as set out at Appendix 1 to the report, be approved; and

(b) That it be noted that mid-year progress of the Service Improvement Plan would be reported to a meeting of this Policy Board in the Autumn of 2023, with updates to the Performance Indicators and Action Plan.

4 **Attainment of 2021/22 School Leavers**

There was submitted a report by the Director of Children's Services relative to the performance of the 2021/22 leavers cohort in four key measures: attainment in literacy and numeracy; improving attainment for all; attainment versus deprivation; and leavers' destinations.

The Scottish Government's evaluation tool, INSIGHT, was used to benchmark the performance in each of the key measures. It was noted that due to the reporting period the results would have been impacted by the Covid-19 pandemic.

The report set out the data for each key measure and made comparisons to previous years and the national average. Details on the poverty related attainment gap were provided together with the impact of the work which had been undertaken around improving attainment for all.

DECIDED:

(a) That the report be noted; and

(b) That the efforts of Renfrewshire's young people and school communities in bringing about these results be noted.

5 **Education Scotland Inspection of St Benedict's High School**

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

An inspection of St Benedict's High School was carried out by Education Scotland in February 2023. The full model approach inspection was deployed and included a separate review of the Columba Flexible Learning Resource (FLR) (previously known as the Columba Base). Inspectors assessed the school and the Columba FLR with a focus on four quality indicators: Leadership of Learning; Learning, Teaching and Assessment; Ensuring Wellbeing, Equality and Inclusion; and Raising Attainment and Achievement. The inspection report advised that all quality indicators were evaluated as 'good'. Four key strengths were identified together with four areas for further improvement.

DECIDED: That the key strengths identified in the Education Scotland inspection report of St Benedict's High School and Columba Flexible Learning Resource be noted and celebrated and that the areas for further improvement be recognised.

6 **Care Inspectorate Inspection of Renfrewshire's Adoption Service**

There was submitted a report by the Director of Children's Services relative to the outcome of a Care Inspectorate inspection of Renfrewshire's Adoption Service. The Care Inspectorate Inspection Report was appended to the report.

The Council's Adoption Service was inspected by the Care Inspectorate between January and March 2023. The inspection focused on two quality indicators: "How well do we support people's wellbeing?" and "How well is our care and support planned?". The Care Inspectorate graded the Adoption Service as good for the first indicator and very good for the second indicator. No recommendations or requirements were made by the Care Inspectorate in relation to the Renfrewshire Adoption Service. One area of improvement was identified for the Adoption Service in relation to ensuring that children who needed substitute care did not experience delay in planning and that the service continue to evaluate practice in this area.

DECIDED:

(a) That the positive outcome of the Care Inspectorate inspection of the Renfrewshire Adoption Service be noted; and

(b) That the positive support provided by staff in the Adoption Service be noted.

7 **Care Inspectorate Inspection of Renfrewshire's Fostering Service**

There was submitted a report by the Director of Children's Services relative to the outcome of a Care Inspectorate inspection of Renfrewshire's Fostering Service. The Care Inspectorate Inspection Report was appended to the report.

The Council's Fostering Service was inspected by the Care Inspectorate between January and March 2023. The inspection focused on two quality indicators: "How well do we support people's wellbeing?" and "How well is our care and support planned?". The Care Inspectorate graded the Fostering Service as good for both indicators. Two areas of improvement were identified for the Fostering Service. The first related to further development of the core training for foster carers. The second related to ensuring that children and young people had timely moves to permanent care, and that this was monitored robustly.

DECIDED:

(a) That the positive outcome of the Care Inspectorate inspection of the Renfrewshire Fostering Service be noted; and

(b) That the positive support provided by staff in the Fostering Service be noted.

8 **Care Inspectorate Inspection of Renfrewshire's Supported Carers Service**

There was submitted a report by the Director of Children's Services relative to the outcome of a Care Inspectorate inspection of Renfrewshire's Supported Carers Service. The Care Inspectorate Inspection Report was appended to the report.

The Council's Supported Carers Service was inspected by the Care Inspectorate between January and March 2023. The inspection focused on two quality indicators: "How well do we support people's wellbeing?" and "How well is our care and support planned?". The Care Inspectorate graded the Supported Carers Service as good for the first indicator and very good for the second indicator. No recommendations or requirements were made by the Care Inspectorate in relation to the Renfrewshire Supported Carers Service. Two areas of improvement were identified for the service for supported carers. The first area for improvement was that the service should further develop core training for carers and the second was that welfare assessments occur within timeframes and that carers and young people be informed of this process in advance.

DECIDED:

(a) That the positive outcome of the Care Inspectorate inspection of the Renfrewshire Supported Carers Service be noted; and

(b) That the positive support provided by staff in the Supported Carers Service be noted.

9 **Duty of Candour – Annual Report**

There was submitted a report by the Director of Children's Services relative to the annual report on the Duty of Candour as required by the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016.

The report set out details on the number of incidents or events where the duty of candour was triggered for the period April 2022 to March 2023, how the policy was followed in these incidents and any learning from the incidents. Renfrewshire had no reportable duty of candour incidents during the period covered by the report.

DECIDED: That the annual duty of candour report be noted.

10 **Valedictory**

The Convener advised that this was the last meeting of the Policy Board that Steven Quinn, Director of Children's Services would attend before he moved to East Renfrewshire to take up the post of Chief Executive. The Convener took the opportunity to wish him all the best for the future and to thank him for 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 Convener.

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

Date	Time	Venue
Friday, 19 May 2023	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Fiona Airlie-Nicolson, Councillor Stephen Burns, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor Sam Mullin

Chair

Councillor Burns, Convener, presided.

In Attendance

E Simpson, Principal HR & OD Adviser, N Young, Assistant Managing Solicitor (Litigation and Advice) and P Shiach, Senior Committee Services Officer (all Finance & Resources).

Apologies

Councillors J Cameron and McEwan.

EXCLUSION OF PRESS AND PUBLIC

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

1 Communities & Housing Services

Under reference to item 1 on the Minute of the meeting of this Panel held on 12 May 2023, the Board resumed consideration of an appeal submitted by an employee of Communities & Housing Services following dismissal from the Council's employment.

The appellant was present together with his solicitor. C Dalrymple, Head of Facilities Management & Property Services (Environment, Housing & Infrastructure); K Clark, Principal HR & OD Adviser (Finance and Resources) and C Cunning, witness, represented management.

The Head of Head of Facilities Management & Property Services and his witness, C Cunning presented the management case.

The appellant, his solicitor and representative and members of the Panel had an opportunity to question the management representatives and the evidence presented.

C MacClean, the appellant's solicitor presented the appellant's case. Thereafter the management representatives and members of the Panel had an opportunity to question the appellant and the evidence presented.

Both sides summed up their position and then withdrew from the meeting to allow the Panel to consider the matter and reach a decision.

Following discussion, it was the Panel's decision that the grounds of the appeal had been substantiated in part to the extent that there was a lack of evidence to substantiate a number of the allegations against the appellant, and that the appeal was upheld.

Both parties re-joined the meeting and were informed of the decision by the Convener.

DECIDED: That the grounds of the appeal had been substantiated in part to the extent that there was a lack of evidence to substantiate a number of the allegations against the appellant, and that the appeal was upheld.

Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 22 May 2023	14:00	Remotely via MS Teams,

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

Chair

Councillor Burns, Convener, presided.

In Attendance

M Higginbotham, Transport & Development Manager (Environment, Housing and Infrastructure); L Adamson, Communications & Public Affairs Manager (Chief Executives); and E Gray, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer, K O'Neill, Assistant Democratic Services Officer, and D Head, End User Support Officer (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor Edward Grady.

Declarations of Interest

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

1 **Annual Report of Petitions Received and their Outcomes**

There was submitted a report by the Director of Finance & Resources highlighting the petitions considered by the Petitions Board during the period November 2021 to May 2023, during which time the Board had met on five occasions. The report intimated that seven petitions had been considered by the Petitions Board during the period covered and provided details of the outcomes.

DECIDED: That the Report on petitions received and their outcomes be noted.

2 **Petition - Storie Street Parking**

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

“Please find attached a petition with regards to our situation on Storie St, as you can see all residents agree there is an issue with the parking, we are the only street in the area which does not have parking bays either for parking permits or paying. We also have a double yellow line which means no parking during the day, this was placed recently after one resident complained! So residents then have to drive around the area to find a bay available for permits. I understand that the bays are not just for permit holders only but for all public to use when coming into town, but the issue is you have people using them to park their cars and head off to work for the day! Which leaves the residents with very little parking spaces! Some of the residents have also been hit with parking fines when parked on the street they live in, when they can’t get a space anywhere else and have no option but to park on the street. An example would be one Saturday afternoon at 4.45/5, 7 residents were issued parking fines! We are not asking for parking bays on both sides of the street but at least one side and the double yellow removed, this would not cause any congestion to the street as canal terrace has bays on one side which is a smaller road. We would be grateful if someone from the department would come out and assess the situation and a solution be resolved.

Storie Street Residents Parking 46-69A & 46-69B: Petition 2023

Aiming to resolve the issue with parking for residents regarding the double yellow lines and markings which are creating major issues for ALL residents.

We propose for the yellow lines and markings to be removed and replaced with parking bays for resident parking with permit only.

Please sign below to show your support:”

Ms Letford was in attendance at the meeting and was accompanied by a fellow petitioner, Ms Hainey. The Board heard from the petitioners in support of their petition.

The Board heard from the Transportation & Development Manager agreed that it was reasonable to request that the parking provision on Storie Street be examined. It was stated that in order to provide parking spaces there would need to be a Permanent Traffic Regulation Order put in place. It was noted that the process for implementing a Permanent Traffic Regulation Order required a two-stage consultation to be completed and that the action to be taken could not be determined until this had been carried out. It was further noted that, should it be determined that parking bays should be installed on Storie Street, it could take between 12 and 18 months for this work to take place due to the process which required to be followed.

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

DECIDED: That the petition be referred to the Director of Environment, Housing and Infrastructure for further consideration.

Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 22 May 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 Lisa-Marie Hughes, Councillor Robert Innes, Councillor James MacLaren, Councillor Janis McDonald, Councillor Kevin Montgomery

Chair

Councillor Andy Doig, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, B Walker, City Deal & Infrastructure Programme Director and L Fingland, Service Planning & Policy Development Manager (all Chief Executive's); J Calder, Head of Service (Early Years & Broad General Education) (Children's Services); L Feely, Head of Housing Services, C Dalrymple, Head of Facilities Management & Property Services and G Hutton, Head of Operations & Service Development (all Environment, Housing & Infrastructure Services); C McCourt, Head of Finance & Procurement, A McMahon, Chief Auditor, S Fanning, Principal HR & OD Adviser, J Kilpatrick, Finance Business Partner and Lead Officer, C MacDonald and E Gray, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources); and F Burns, Head of Strategic Planning & Health Improvement (Renfrewshire Health & Social Care Partnership).

Declarations of Interest

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

Webcasting of Meeting

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

1 **Unaudited Annual Governance Statement 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Annual Governance Statement for 2022/23 which was attached as an appendix to the report.

The Governance Statement for 2022/23 had been prepared in accordance with the relevant regulation and guidance and took account of the Internal Audit Annual Report and Director's evaluation of the operation of the governance arrangements within each service area.

DECIDED: That it be noted that the Annual Governance Statement 2022/23 would be included in the Unaudited Accounts for 2022/23.

2 **Internal Audit Annual Report 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Annual Report on the activities of the Council's Internal Audit section.

The report intimated that the Public Sector Internal Audit Standards (PSIAS) required that the Chief Auditor prepared a report at least annually to senior management and the Board on internal audit activity, purpose, authority and responsibility as well as performance relative to its plan. The Annual Report also provided an annual audit opinion on the overall adequacy and effectiveness of the Council's internal control environment and included details of any significant risk exposures, control issues and other matters that could be used to inform the governance statement. The Annual Report for 2022/23 was appended to the report and outlined the role of Internal Audit; its performance; the strategic and operational issues which influenced the nature of the work carried out; the key audit findings; and contained the annual audit assurance statement.

DECIDED: That the report be noted.

3 **Summary of Internal Audit Reports for Period 1 January to 31 March 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, engagement and assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 January to 31 March 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 Audit findings report for the period 1 January to 31 March 2023 be noted.

4 **Internal Audit - External Quality Assessment**

There was submitted a report by the Chief Auditor relative to the requirement in terms of the Public Sector Internal Audit Standards (PSIAS) to carry out an external quality assessment of Renfrewshire Council's Internal Audit Service.

The report advised that the PSIAS required the Chief Auditor to develop and maintain a quality assurance and improvement programme (QAIP) that covered all aspects of the internal audit activity. The external assessment of Renfrewshire Council's Internal Audit Service had been carried out by South Ayrshire's Council's Internal Audit and Corporate Fraud service utilising this framework. The review concluded that although the Internal Audit service fully conformed with the PSIAS, some recommendations were to be addressed and these were outlined in the Appendix to the report.

DECIDED:

(a) That the external assessors report on Internal Audit's conformance with the Public Sector Internal Audit Standards be noted; and

(b) That the actions to be taken to implement the recommendations as set out in the report be noted.

5 **Internal Audit Charter**

There was submitted a report by the Chief Auditor relative to the Internal Audit Charter which was attached as an appendix to the report.

The report advised that the Internal Audit Charter had been updated to take account of the recommendations arising from the External Quality Assessment to include the definition of consulting activities and the revised reporting arrangements agreed with Scotland Excel. No other changes were required to the Internal Audit Charter

DECIDED: That the revised Internal Audit Charter be approved.

6 **Risk Management Annual Report 2022/23**

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2022/23 in relation to the Council's risk management arrangements and strategic risk management objectives. A copy of the Risk Management Annual Report for 2022/23 was appended to the report.

The report intimated that in exceptionally challenging times and with diminishing resources, the Council continued to apply an appropriate level of risk management to prevent or mitigate the effects of loss or harm. In doing so, the report recognised that good risk management contributed to the delivery of better financial outcomes, business objectives, better project success rates, achievement of targets and fewer unexpected problems. An environment that was risk 'aware' rather than risk 'averse' was purposefully promoted and every effort was being made to place risk management information at the heart of the key decisions that were being made which meant that an effective approach to managing risk could be taken in a way that both addressed the significant challenges and enabled innovation.

DECIDED: That the Risk Management Annual Report 2022/23 and significant contribution that it made with regard to the Council's corporate governance arrangements be noted.

7 Risk Report May 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 May 2023.

The report advised on the latest position in managing the agreed risks for the first quarter of the 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.

8 Local Government Benchmarking Framework 2021/22

There was submitted a report by the Chief Executive relative to an overview of Renfrewshire's performance in relation to the Local Government Benchmarking Framework for 2021/22, as well as outlining the wider context and trends for local authorities across Scotland. The purpose of the Framework was to support evidence-based comparisons and encourage shared learning and improvement.

The report advised that the Improvement Service published the 2021/22 Local Government Benchmarking Framework (LGBF) performance data for all Scottish local authorities in March 2023. The Framework was a high-level benchmarking tool which allowed local authorities to compare their performance across a wide range of key service areas such as education, housing, and adult social care. The report highlighted that Renfrewshire Council had participated in the development of the LGBF since its inception in 2010 and the framework had expanded to comprise 105 indicators.

The report provided an update on the impact of the pandemic on performance, and advised that the effect continued to be reflected in the 2021/22 data, which evidenced both the recovery work undertaken by councils and the challenges they continued to face. The appendix to the report outlined Renfrewshire's performance across all indicators and provided a comparison with the year prior.

DECIDED: That the report be noted.

9 **Absence Statistics for Quarter 4 of 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 January to 31 March 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 on absence statistics for the period 1 January to 31 March 2023 be noted.

10 **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 an update on progress of the Board's review of bulk uplifts.

The report advised that the review was progressing well and research had continued across all areas within scope. The report looked at financial and non-financial implications in relation to the provision of free bulk uplifts for the elderly within Renfrewshire; trends in income for special uplifts from 2020/21 to 2022/23; and the latest Council Tax Reduction information was analysed for Renfrewshire.

DECIDED: That progress of the review be noted.

EXCLUSION OF PRESS AND PUBLIC

The Board resolved that the press and public be excluded from the meeting during consideration of Item 11 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 12 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

11 **Summary of Internal Audit Investigation Reports for Period 1 January to 31 May 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 an internal audit investigation.

DECIDED: That the summary of Audit Reports finalised during the period from 1 January to 31 May 2023 be noted.

Minute of Meeting Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 23 May 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, E Shearer, Senior Manager for Regeneration and Place, J Mackie, Principal Regeneration & Place Officer (Funding, Contracts & Commercial Development) and D Christie, Senior Communications Officer (all Chief Executive's); and D Pole, End User Technician, V Howie, Finance Business Partner, R Devine and E Gray, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 **Green/Freeports - update**

There was submitted a report by the Chief Executive relative to the bid by Glasgow City Region (GCR) partners to gain a Green/Freeport designation from the Scottish and UK Governments.

The report intimated that an announcement on two Green/Freeport designations in Scotland was made in early 2023 confirming the selected locations as Firth of Forth (Edinburgh/Grangemouth) and Moray Firth (Inverness/Black Isle). The report highlighted that since the announcement further discussions had taken place with both governments about the potential for an Investment Zone designation within GCR as part of an allocation of such designations in Scotland and that a decision on Scottish Investment Zones was awaited.

DECIDED:

(a) That the outcome of the decision by the Scottish and UK Governments on Green/Freeport designations in Scotland be noted;

(b) That it be noted that there was the potential for an Investment Zone designation being confirmed within Glasgow City Region during 2023; and

(c) That it be noted that the implications of any such decision would be the subject of a future report to this Policy Board.

2 **Levelling Up Fund Bid 2022 – Renfrew Community Hub Update**

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 14 June 2022 there was submitted a report by the Chief Executive relative to feedback received in connection with the Council's unsuccessful bid to the UK Government's Levelling Up Fund (LUF) to deliver a community hub within Renfrew town centre focussed on the Renfrew Victory Baths and former Police Chambers.

The application had been submitted on 28 July 2022 with the outcome of the Round 2 LUF process being announced on 19 January 2023 when the Council had received confirmation that the bid had been unsuccessful. The UK Government subsequently provided feedback during March 2023, a summary of which was provided within Appendix 2 of the report. The assessment and decision-making process used by the UK Government was based on a sequential approach which took account of other investment in local areas, including grants awarded from the first round of the Fund, to encourage a spread of funding. In this context no local authority in Scotland which had received funding for projects in Round 1, including Renfrewshire Council, had been successful in Round 2. Appendix 1 to the report listed all the Scottish local authorities that had received LUF funding from either Round 1 or 2.

DECIDED: That the report and associated appendices be noted.

3 UK Shared Prosperity Fund – Year 1 Report

There was submitted a report by the Chief Executive relative to the first official year of the UK Shared Prosperity Fund (UK SPF) in Renfrewshire.

The report advised that the UK SPF was a UK wide programme to replace EU funded programmes and help the levelling up of the UK economy. The report referred to the decision taken at the meeting of this Policy Board held on 23 August 2022 that the SPF Regional Investment Plan be developed as a Glasgow City Region (GCR) plan in conjunction with eight member authorities and with all necessary approvals at both regional and local levels being in place prior to final submission at the end of August 2022; and to approve an outline set of SPF funded proposals at Renfrewshire level which met the Fund's objectives. Funding for 2022/25 had been announced and Renfrewshire Council had been awarded £6,290,987, of which £1,086,395 was specifically allocated to the Multiply Programme, phased over the three-year period. Approval of the GCR plan had been received during December 2022 and funding released to Glasgow City Council, on behalf of the City Region. As part of the conditions of grant, a report would be submitted on activity and finance to the end of financial year 2022/23 together with details of a 'credible plan'.

Renfrewshire Council had commenced activity in all four thematic areas, Local Business and Multiply, during January 2023 and Communities and Place and People and Skills, during April 2023. During the first quarter, £57,046 had been spent and claimed from SPF with the balance requested to be accrued and spent in the 2023/24 financial year. The report summarised the UK Shared Prosperity Fund activity to the end of financial year 2022/23 and provided details of the 'credible plan' submitted to the UK Government requesting the carry forward of the 2022/23 underspent budget into 2023/24.

The report also referred to the Clyde Climate Forest (CCF) project which would see 18 million trees planted in both urban and rural parts of Glasgow City Region over the next decade. The project would connect and enhance the woodland network across local authority boundaries benefiting people, wildlife and climate. Options had been developed for UKSPF to fund the ongoing delivery of the CCF project, with the £200,000 budget allocated on a pro-rata basis across the member authorities. Update reports on the progress of the UK SPF would be submitted to future meetings of this Policy Board as the delivery plan proceeded.

DECIDED:

- (a) That the request to carry forward the 2022/23 underspent budget into 2023/24 be noted;
- (b) That the request to move £220,000 from Multiply underspends in 2022/23 to People and Skills in 2023/24 be noted;
- (c) That the new requirements to support the Clyde Climate Forest project at the sum of £19,400 over two years (2023-25) be noted; and
- (d) That otherwise the report be noted.

4 Making of Ferguslie – Update

There was submitted a report by the Chief Executive relative to progress made in terms of the delivery of the 'Making of Ferguslie Park' framework and Place Plan, including preparation of the Ferguslie 'Green Line' study which further developed the future place vision for the neighbourhood.

The report referred to the decision taken at the meeting of the Communities, Housing and Planning Policy Board held on 30 October 2018 to approve the preparation of a development framework for Ferguslie Park, supporting wider housing investment within the area. As a result, the 'Making of Ferguslie' framework and Place Plan was subsequently developed in partnership with the local community and stakeholders through a series of consultation workshops and events, with the finalised document approved at the meeting of the Leadership Board held on 1 December 2021.

The Plan provided the basis for collaborative action by local residents, community groups and stakeholders, supported by the Council and Community Planning Partners, to deliver aspirations for Ferguslie Park over the next five to ten years and outlined a vision for Ferguslie Park as a '20' minute neighbourhood - well connected with a variety of local greenspaces, facilities and activities which supported a healthy and sustainable place.

The Green Line was the key placemaking intervention within the Making Of Ferguslie framework, providing a multi-functional space and green corridor. a key role of the Green Line was to support the reuse of vacant and derelict land within the neighbourhood, providing for high quality public realm and a focal point for activities. The Green Line would also support active travel routes enhancing connections within the neighbourhood and beyond. Initial proposals for the Green Line had been developed to progress this key intervention and to further develop the place vision for the neighbourhood. This aligned with the outcomes of the Making of Ferguslie framework in tackling long term areas of vacant and underused land within the neighbourhood.

The report anticipated that a bid would be submitted for funding in June 2023 to support the delivery of projects identified within the Green Line Study. The Council's 2022/23 Place Based Investment Fund allocation had supported the delivery of these early actions and an indicative budget of £100,000 from the Council's 2023/24 Shared Prosperity Fund allocation had been identified to further support the positive outcomes achieved to date.

Further progress reports on the delivery of the framework and Plan would be submitted to future meetings of this Policy on a rolling basis together with details of proposed future projects for the Board's consideration.

DECIDED:

(a) That the strong progress in 'early win' actions supporting delivery of the Making of Ferguslie framework, as set out in section 4 of the report, be noted;

(b) That the Ferguslie 'Green Line' study be approved as the basis for further development and delivery of the Plan, including the preparation of bids for major

capital funding streams;

(c) That the Head of Economy & Development be authorised to undertake appropriate consultation and publicity with the local community and stakeholders to support further delivery of the Plan; and

(d) That it be noted that progress on delivery of the Plan would be reported to the Policy Board as appropriate.

5 **Scotland Loves Local Update**

There was submitted a report by the Chief Executive relative to the take-up and spend in terms of the Scotland Loves Local gift card scheme in Renfrewshire since its launch in 2021 and the decision to fund the scheme for financial year 2023/24.

The report advised that the Scotland Loves Local gift card campaign was a national initiative conceived as a way of ensuring that money in Scottish communities stayed local for longer. Like other gift cards, users could choose the amount of money to load on the card with the difference with the Scotland Loves Local scheme being that it could only be spent within the recipient's own local authority area. Businesses in the local area need to sign up to be eligible for the scheme.

The report provided details of the progress made since Renfrewshire Council signed up to the scheme in May 2021 and highlighted that £31,873 had been spent within Renfrewshire as a result of the scheme. A breakdown of spend per retailer was included within Appendix 2 of the report. Funding would be utilised from the existing Economic Development budget allocations to enable the scheme to continue to operate in Renfrewshire during 2023/24. An update report would be submitted to a future meeting of this Policy Board regarding uptake and spend for 2023/24 and whether there was deemed to be value in continuing the scheme into 2024/25.

DECIDED: That the report be noted.

6 **Town Centre Vacancy Taskforce - update**

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 24 January 2023 there was submitted a report by the Chief Executive relative to the establishment of a Town Centre Vacancy Taskforce.

The report detailed the planning policy allocations, within the Renfrewshire adopted Local Plan, used to define town centres, made reference to the scale of vacant properties in Renfrewshire, funding made available to invest in local vacant town centre properties, outlined the proposed remit and objectives for the Town Centre Vacancy Taskforce together with details of proposed future action.

The report indicated that a further report would be submitted to the meeting of this Policy Board to be held on 29 August 2023 to seek approval of the proposed strategy and the recommendations for the proposed incentivisation process and to provide an update on the outcome of the stakeholder consultation together with an up-to-date position regarding the vacancies for each centre.

DECIDED:

(a) That the Taskforce scope and remit, as outlined in the report, be approved and the next steps, as set out in section 8 of the report, be agreed; and

(b) That it be noted that the recommendations of the Taskforce would be submitted to a future meeting of this Policy Board.

7 **Proposed 2023/24 Regeneration funding bids**

There was submitted a report by the Chief Executive relative to progress in respect of external funding bids, delivery of key regeneration projects and the programmes being developed in 2023.

The report advised that in recent years the funding of regeneration projects had been reliant on support from national government and other external sources, often 'matchfunded' by funds from the Council. The report detailed the various specific projects and the funding streams which the Council had accessed and applied to over the past 12 months.

The report stated that the range of projects and funding applications identified within the report would be progressed to support the Council's wider placeshaping agenda and associated strategies, plans and community-led regeneration activity and that additional sources of external funding would be investigated as they became available. Regular progress reports regarding funding applications and the delivery of associated actions would be submitted to future meetings of this Policy Board as appropriate.

DECIDED:

(a) That the list of proposed Regeneration Capital Grant Fund bids for 2024 for Renfrewshire be approved; and

(b) That the progress and continuing actions to deliver projects from the range of regeneration funds identified in the report be noted.

Minute of Meeting Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 23 May 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

A Morrison, Head of Economy & Development, D Love, Chief Planning Officer, G McCracken, Development Standards Manager, S Marklow, Strategy & Place Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader, J McCafferty, Assistant Planner, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer and D Christie, Senior Communications Officer (all Chief Executive's); and R Graham, Senior Solicitor (Litigation & Regulatory Services), V Howie, Finance Business Partner, D Head, End User Technician, R Devine and E Gray, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 **Discretionary Planning Fees**

There was submitted a report by the Chief Executive relative to the proposed introduction of discretionary charging in relation to planning applications. The report recommended that discretionary fees be introduced in relation to requests for non-material variations, discharge of conditions and retrospective applications and that a further report in connection with the introduction of further discretionary charging be prepared and submitted to a future meeting of this Policy Board.

The report stated that the Town and Country Planning (Fees for Applications) (Scotland) Regulations 2022 came into force on 1 April 2022 and prescribed fees for planning applications made on or after that date. In light of the 2022 Regulations, statutory planning fees had been amended and fees associated with planning applications increased. In addition, the 2022 Regulations provided the ability for planning authorities to introduce discretionary charges for aspects of the service not covered by the statutory planning application. As a result, the report proposed that, as a first phase, discretionary charging be introduced for requests for non-material variations, discharge of conditions and retrospective applications. The proposed fees in respect of these requests, which had been set by the Scottish Government, were detailed in the Appendix to the report. The report indicated that a further report relating to the introduction of further discretionary charging would be submitted to a future meeting of this Policy Board.

DECIDED:

(a) That discretionary charging in respect of requests for non-material variations, discharge of conditions and retrospective applications as detailed in Appendix 1 of the report be approved; and

(b) That it be noted a further report would be prepared and submitted to a future meeting of this Policy Board relating to the introduction of further discretionary charging.

2 **Site Development Briefs – Robertson Centre, Glasgow Road & the former Chivas Brothers Headquarters, Renfrew Road, Paisley.**

There was submitted a report by the Chief Executive relative to site development briefs prepared in respect of land at the Robertson Centre, Glasgow Road and the former Chivas Brothers Headquarters, Renfrew Road, Paisley.

The report advised that the site development briefs set out a planning framework for the sites, identifying a number of factors, including site context; site layout and building design; landscaping and boundary treatments; accessibility; sustainable urban drainage; renewables/sustainability; digital connections; affordable housing; education provision; open space provision; and supporting information, that required to be addressed in preparing development proposals for the sites. Copies of the proposed site development briefs were appended to the report.

In addition, the report indicated that in the event the site development briefs were approved by the Policy Board, arrangements would be made to publish them on the Council's website, use them to guide development proposals for the sites and be a material consideration when considering future planning proposals.

DECIDED: That the site development briefs relating to sites at the Robertson Centre, Glasgow Road and the former Chivas Brothers Headquarters, Renfrew Road, Paisley be approved.

3 **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.

3(a) 23/0018/PP: Erection of a battery energy storage system at Former Gasholder Station at Junction with Underwood Road, Well Street, Paisley

G McCracken, Development Standards Manager, provided a presentation relative to the application.

Arrangements would be made to convene a meeting with local ward members, in due course, to discuss the proposed maintenance strategy for the gasholder frame and options in terms of its enforcement should it not be implemented to the satisfaction of the Planning Authority. In terms of Standing Order 59 Councillor Paterson, moved that the application be granted subject to the conditions and reasons detailed within the report. This was agreed unanimously.

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

3(b) 23/0019/LB: Erection of a battery energy storage system at Former gasholder Station At Junction with Underwood Road, Well Street, Paisley

G McCracken, Development Standards Manager, provided a presentation relative to the application.

Arrangements would be made to convene a meeting with local ward members, in due course, to discuss the proposed maintenance strategy for the gasholder frame and options in terms of its enforcement should it not be implemented to the satisfaction of the Planning Authority. In terms of Standing Order 59 Councillor Paterson, moved that the application be granted subject to the conditions and reasons detailed within the report. This was agreed unanimously.

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

3(c) 23/0083/PP: Erection of four dwellinghouses (in principle) at Sawmill, Goldenlea Farm, Houstonhead Road, Bridge of Weir, PA11 3SU

G McCracken, Development Standards Manager, provided a presentation relative to the application.

In terms of Standing Order 59 Councillor Paterson, moved that the application be refused for the reasons detailed within the report. This was agreed unanimously.

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

3(d) 23/0189/PP: Alteration to shopfront comprising of the removal of 2 ATMs and night safe at 8 Church Street, Johnstone, PA5 8DX

J McCafferty, Assistant Planner, provided a presentation relative to the application.

Councillor Andy Doig 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 1.24pm and reconvened at 1.29pm

Councillor Andy Doig, seconded by Councillor Gilmour, moved that the application be refused as:-

“This Board believes that planning application 23/0189/PP is detrimental to the economic life of the core town centre of Johnstone, in a way which is non-inclusive and non-accessible and undermines the stated aim of Policy C1 (LDP) to increase the footfall in the town centre.

Furthermore, the planning application would cause a loss of access to the local area and its amenity and therefore will undermine policy P1 (LDP)”.

This was agreed unanimously.

DECIDED: That the application be refused as the Board believed that planning application 23/0189/PP was detrimental to the economic life of the core town centre of Johnstone, in a way which was non-inclusive and non-accessible and undermined the stated aim of Policy C1 (LDP) to increase the footfall in the town centre. Furthermore, the planning application would cause a loss of access to the local area and its amenity and therefore would undermine policy P1 (LDP).

Minute of Meeting Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 24 May 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 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, G Crawford, Senior Communications Officer, A Johnston, Principal Estates Surveyor and S Inrig, Programme Manager – Community Asset Transfer & Regeneration (all Chief Executive's); C Dalrymple, Head of Facilities Management & Property Services, G Hutton, Head of Operations & Service Development, G Hannah, Head of Climate, Public Protection & Roads, N Drummond, Lead Officer (Environmental Co-ordination), K Anderson, Amenity Services Manager - Waste, L Rennie, Operations Manager, D Kerr, Service Co-ordination Manager and J Wallace, Infrastructure & Assets Manager (all Environment, Housing & Infrastructure); and N Young, Assistant Managing Solicitor (Litigation & Advice), L Dickie, Finance Business Partner, D Pole, End User Technician, E Gray, Senior Committee Services Officer and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Apology

Councillor Grady.

Declarations of Interest

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

Valedictory

The Convener advised that this was the last meeting of the Policy Board that Dorothy Kerr, Service Co-ordination Manager, would attend before her retirement. The Convener took the opportunity to wish her all the best for the future and to thank her for her 34 years of service to the Council, making reference to the help, support and advice she had provided. Other elected members took the opportunity to echo the sentiments expressed by the Convener.

1 **Community Asset Transfer Sub-committee**

There was submitted the Minute of the meeting of the Sub-committee held on 15 March 2023, a copy of which is appended hereto.

DECIDED: That the Minute be approved.

2 **Community Asset Transfer Review Sub-committee**

There was submitted the Minute of the meeting of the Sub-committee held on 22 March 2023, a copy of which is appended hereto.

DECIDED: That the Minute be approved.

3 **Operational Performance Report**

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

The report provided updates since the previous Policy Board meeting in respect of key areas delivered by services within Environment, 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 and waste and recycling services.

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

4 **Environment & Infrastructure Service Improvement Plan 2022/23-2024/25 Outturn Report**

Under reference to item 1 of the Minute of the meeting of this Policy Board held on 15 June 2022, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the performance of the service for the twelve-month period covering 1 April 2022 to 31 March 2023 in relation to the Service Improvement Plan. The Outturn Report was set out at Appendix 1 to the report

The report provided a summary of performance against both the action plan and the service performance indicators, which were included as appendices to the report. It was reported that of the 22 targeted indicators in the performance scorecard, 16 were performing strongly, three were slightly short of target and needed monitoring, two were currently behind target and one value remained to be confirmed.

A number of service updates and key achievements were highlighted in Section 4 and Appendix 1 of the report. It was noted that the Outturn Report would also be submitted to the Finance, Resources and Customer Services Policy Board for the areas within that Board's remit.

DECIDED: That the progress made in delivering the 2022/23-2024/25 Service Improvement Plan for Environment & Infrastructure for the areas of activity delegated to this Policy Board, as set out at Appendix 1 to the report, be noted.

5 **Environment, Housing & Infrastructure 2023-2026 Service Improvement Plan**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the proposed Environment, Housing & Infrastructure 2023-2026 Service Improvement Plan. The Service Improvement Plan was set out at Appendix 1 to the report.

The Service Improvement Plan was designed to sit beneath the Council Plan, Community Plan, Risk Management Plan, and the Workforce Plan to form a suite of documents which provided the strategic direction for the service. The Plan identified the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success.

It was noted in the report that following a revision to the Council management structure, which came into effect in April 2023, Housing Services and Public Protection would thereafter be included in what was previously the Environment & Infrastructure directorate and would therefore be covered by one Service Improvement Plan.

It was noted that a mid-year progress update on the Service Improvement Plan would be submitted to a meeting of this Policy Board in the autumn of 2023.

DECIDED:

(a) That the Environment, Housing & Infrastructure Service Improvement Plan 2023/2026, as set out at Appendix 1 to the report, be approved; and

(b) That it be noted that mid-year progress of the Service Improvement Plan would be reported to a meeting of this Policy Board in the autumn of 2023, with updates to the Performance Indicators and Action Plan.

6 **Roads Enforcement Policy**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the proposed Roads Enforcement Policy. The policy document was set out at Appendix 1 to the report.

The report set out the Council's vision to create a road network that was safe for all users, provided benefits to health and wellbeing as well as being a fundamental driver of economic regeneration through provision of access to employment, leisure and social activity. The proposed Roads Enforcement Policy set out the principles to be followed by officers when utilising their powers on behalf of the Council. It was noted that the policy would help to ensure that infringements and infractions were dealt with proportionately, objectively and impartially across Renfrewshire.

DECIDED: That the Roads Enforcement Policy, as set out at Appendix 1 to the report, be approved.

7 **Roads Adoption Policy**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the proposed Roads Adoption Policy. The policy document was set out at Appendix 1 to the report.

The report provided detail on requests which the Council often received to adopt lengths of carriageway and to add them to its list of public roads. The requests were usually made by developers following the completion of a housing development however on occasion they were received from private owners. The proposed Roads Adoption Policy was produced to provide guidance to residents on how they could apply to have a private stretch of road added to the list of public roads managed and maintained by Renfrewshire Council.

DECIDED: That the Roads Adoption Policy, as set out at Appendix 1 to the report, be approved.

8 **Cemeteries & Streetscene Related Fees and Charges**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to proposed changes to the Council's cemeteries and Streetscene related charges.

The report advised that burial and lair costs for Renfrewshire residents were among the lowest in Scotland and that the annual cost to the Council for the cemeteries service was over £1.2 million per annum. It was proposed that the charges to residents be brought into line with the Scottish average and tables outlining the revised charges for burials, headstone foundations and woodland burials were set out at section 3 of the report.

The report also proposed charges for maintenance work on land not owned by the Council. A table in section 4 of the report set out the proposed charges for grass cutting, arboriculture and vegetation maintenance.

Should the proposed changes be approved it was expected they would become effective from 1 June 2023.

Councillor Campbell, seconded by Councillor Burns, moved "(a) That the cemetery charges, as set out in section 3 of the report, be approved; and (b) That the Streetscene charges, as set out in section 4 of the report, be approved."

As an amendment, Councillor Gilmour, seconded by Councillor McMillan, moved "(a) Remove proposed cost increases in paragraph 3.4 of the report and retain the current costs which are promulgated on Renfrewshire Councils scale of fees for internments and associated services; and (b) That the Streetscene charges, as set out in section 4 of the report, be approved."

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

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

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

DECIDED:

- (a) That the cemetery charges, as set out in section 3 of the report, be approved; and
- (b) That the Streetscene charges, as set out in section 4 of the report, be approved.

9 **Garden Waste Permit Collection Scheme**

Under reference to item 3 of the Minute of the meeting of Council held on 2 March 2023, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to the operational policy of the Council's Garden Waste Permit Collection Scheme.

The report referenced the decision taken by Council, as part of its budget setting for 2023/24, that a garden waste permit scheme would be introduced during 2023/24 at a rate of £40 per property, with the operational policy supporting the introduction of this scheme being the subject of a future report to be considered at a meeting of this Policy Board.

The report set out the operational policy of the scheme at section 4 of the report and provided detail on the arrangements for food waste collection for which there would be no additional charge, exemptions to the scheme and the disposal of garden waste at the Council's Household Waste Recycling Centres. Details were provided on the support which would be made available to residents and a timeline for implementation was set out. It was intended that the scheme would come into effect on 10 July 2023 at a rate of £40 per brown bin per annum.

Councillor Campbell, seconded by Councillor Burns, moved "(a) that the content of the report and the introduction of a Garden Waste Permit Collection Scheme from 10 July 2023 for the uplift and disposal of garden waste from households be noted; and (b) that the operational policy, as set out in sections 4 and 5 of the report, be approved."

As an amendment, Councillor Gilmour, seconded by Councillor Smith, moved "(a) that the content of the report and the introduction of a Garden Waste Permit Collection Scheme from 10 July 2023 for the uplift and disposal of garden waste from households be noted; and (b) that the operational policy, as set out in sections 4 and 5 be approved subject to the following changes: (i) The permit system will be based on one permit per household charged at £40 annually; and (ii) The charge will be applied for this year on a pro rata basis due to the policy implementation date being the 10th of July 2023."

Following discussion and in accordance with Standing Order 27, Councillor Gilmour and Councillor Smith, being the mover and seconder of the amendment, revised their amendment to "(a) that the content of the report and the introduction of a Garden Waste Permit Collection Scheme from 10 July 2023 for the uplift and disposal of garden waste from households be noted; and (b) that the operational policy, as set out in sections 4 and 5 be approved subject to the following change: the charge will be applied for this year on a pro rata basis due to the policy implementation date being the 10th Of July 2023."

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

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

6 members having voted for the amendment as amended, 8 members having voted for the motion, the motion was accordingly declared carried.

DECIDED:

(a) That the content of the report and the introduction of a Garden Waste Permit Collection Scheme from 10 July 2023 for the uplift and dispose of garden waste from households be noted; and

(b) That the operational policy, as set out in sections 4 and 5 of the report, be approved.

10 **Renfrewshire Council – Strategic Property Review**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to a Strategic Property Review being undertaken by the Council.

The report provided a background to the property review, which commenced in 2022, and set out its objectives to support learning, support service delivery outcomes, support community needs, reduce the Council's carbon footprint (including energy consumption), and to have a financially sustainable property portfolio. The key

principles of the review were also detailed at section 1.5 of the report.

A summary of the work undertaken and still to be undertaken during Phase 1 of the review was provided along with details on how the review tied in with the five-yearly property condition surveys undertaken, community asset transfers and the Council's revised service and management arrangements which brought together all strategic and property related matters under the Head of Facilities Management and Property Services.

DECIDED:

(a) That the update detailed within the report be noted; and

(b) That the principles in which the review would be taken forward, as set out in section 1.5 of the report, be approved.

11 Robertson Centre, 16 Glasgow Road, Paisley

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

The report sought permission to declare the Robertson Centre as surplus to requirements with a view to marketing the buildings and site for sale. It was advised that the Renfrewshire Valuation Joint Board had been leaseholders of the site with the lease due to expire in March 2024 when the lease would be terminated. There were ongoing discussions to accommodate RVJB thereafter within Renfrewshire House however it was noted that they were at liberty to consider other locations.

A development brief for the site had been prepared and was approved at the meeting of the Planning and Climate Change Policy Board held on 23 May 2023.

DECIDED: That that the buildings and site at the Robertson Centre, 16 Glasgow Road, Paisley, as detailed in the plan at Appendix 1 to the report, be declared surplus to operational requirements to enable the marketing for sale of the buildings and site.

12 Community Asset Transfer Annual Return (1st April 2022 – 31st March 2023)

There was submitted a report by the Chief Executive relative to the annual return to the Scottish Government of Community Asset Transfer requests received by the Council.

The report set out that during the period 1 April 2022 to 31 March 2023 the Council received 31 new applications, enquiries and expressions of interest in relation to Community Asset Transfers (CAT). A total of four applications were validated in the period and three applications approved. Within the period one application was also refused and the decision upheld following an application for review.

The report provided detail on the changes to the Council's Community Asset Transfer

(CAT) policy and procedures, as approved at the meeting of this Policy Board held on 15 June 2022, and to the Scheme of Delegation requiring that all CAT applications thereafter be considered by a sub-committee of this Policy Board, as agreed at the meeting of Council held on 29 September 2022.

DECIDED:

- (a) That the contents of the report be approved and noted; and
- (b) That the Head of Economy and Development be authorised to submit the return to the Scottish Government and publish on the Council's webpage.

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

Date	Time	Venue
Thursday, 25 May 2023	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jennifer Adam, Councillor Lorraine Cameron, Councillor Gillian Graham, Councillor Lisa-Marie Hughes, Councillor David McGonigle, Councillor Iain McMillan, Councillor Emma Rodden, Councillor Will Mylet

In Attendance

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

Declarations of Interest

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

1 Appointment of Chair

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

EXCLUSION OF PRESS AND PUBLIC

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

2 Children's Services

Consideration was given to an appeal submitted by an employee of Children's Services against the outcome of a Summary Dismissal.

The appellant appeared together with S McCrossan (EIS) in relation to the appeal. J Trainer, Head of Childcare and Criminal Justice (Children's Services) and P Wilson, Senior HR & OD Adviser (Finance & Resources) represented management.

S McCrossan and the appellant presented their case. Thereafter, the management side and members of the Panel had an opportunity to question the appellant's side and evidence presented.

J Trainer presented the management case and called A Hall as a witness. Thereafter, the appellant's side and members of the panel had an opportunity to question the witness and evidence presented.

Both sides summed up their position and then withdrew to allow the Panel to consider the matter and reach a decision.

Councillor Rodden, seconded by Councillor Hughes, moved that that the grounds of the appeal had not been substantiated and the appeal was not upheld.

Councillor McGonigle, seconded by Councillor Adam moved as an amendment to the extent that the sanction of Summary Dismissal was too severe; that the appellant be reinstated to Council employment; and to find the appellant other suitable employment outwith Children's Services.

On the roll being called, the following members voted for the amendment: Councillors Adam, McGonigle, and McMillan

The following members voted for the motion: Councillors Lorraine Cameron, Gillian Graham, Hughes, Mylet and Rodden

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

Both parties were recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had not been substantiated and the appeal was not upheld.

DECIDED: That the grounds of the appeal were not substantiated, and the appeal was not upheld.

Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 30 May 2023	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Chris Gilmour, Ross Graham, Councillor Anne Hannigan, Councillor Bruce MacFarlane

Chair

Councillor MacFarlane, presided.

In Attendance

K Dalrymple, Development Plans & Housing Strategy Team Leader (Independent Planning Adviser to the Local Review Body) (Chief Executives); R Graham, Senior Solicitor (Litigation & Regulatory Services) (Independent Legal Adviser to the Local Review Body); C Gregory, Solicitor and R Devine, Senior Committee Services Officer (Clerk to the Local Review Body) (all Finance & Resources).

Apologies

Councillor Nicolson and Councillor Paterson.

Declarations of Interest

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

1 Procedure Note

The Convener summarised the procedure to be followed at the meeting of the Local Review Body (LRB), a copy of which had been circulated to members prior to the meeting.

2 Notice of Review 06.22

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to attach conditions to the granting of planning permission for the formation of extension to a watersports storage compound with associated boundary fence, access and road at Ground A, Lochlip Road, Lochwinnoch. (22/0414/PP).

The following materials were before members in relation to the Notice of Review:

(i) the Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice;

(ii) the Notice of Review, together with supporting statement and productions submitted by the applicant; and

(iii) The Planning Authority's written submission setting out an assessment of the proposal in relation to relevant policies contained in National Planning Framework 4.

Cllr MacFarlane confirmed that the LRB required to decide whether it had sufficient information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 22/0414/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

Cllr MacFarlane then advised that the LRB required to determine the application in accordance with the provisions of the local development plan, including any supplementary guidance, unless material considerations indicated otherwise.

Councillor MacFarlane, seconded by Councillor Gilmour, moved that the application be granted, subject to conditions, as the proposal accorded with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan. This was agreed.

DECIDED: That Planning Application 22/0414/PP be granted for the undernoted reason and subject to the following conditions;

1. The proposal accords with the provisions of the Development Plan and there were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Conditions

1. That all construction work associated with the implementation of the development hereby approved shall be undertaken in accordance with the Construction Method

Statement dated the 23 August 2022.

Reason: To reduce pollution risk in the interests of protecting the water environment

2. That prior to the commencement of development on site, the developer shall provide a plan for the written approval of the Planning Authority detailing the location of the path network to the northeast of the proposed storage compound within the area demarcated by a blue line on the approved location plan. Should the development be found to encroach upon the path network the plan shall provide details of the realignment of the path network and when works associated with the realignment of the path will be undertaken. Any works associated with the realignment of the path shall thereafter be undertaken in accordance with the approved plan.

Reason: To ensure the existing path network is protected in the interests of maintaining connections between the site and the national cycle network.

3. That prior to the commencement of development on site, the developer shall provide a species protection plan for the written approval of the Planning Authority. The plan shall set out measures to ensure that otters and nesting birds are protected during the construction process and shall include provision for site surveys prior to work commencing and also for cessation of works should any otters or nesting birds be encountered. The development shall thereafter be implemented in accordance with the approved plans.

Reason: To ensure that appropriate measures are put in place to ensure otters and nesting birds are protected during the implementation of the development.

4. That prior to the commencement of development on site, the developer shall provide a plan and further details for the written approval of the Planning Authority specifying all earth moving, associated level changes and wall retention required along the north-western boundary of the site. The plan shall specifically detail these works in relation to the tree protection zones associated with the trees along the north-western boundary. The plan shall take cognisance of the recommendations within BS 3857 (2012) Trees in Relation to Design, Demolition and Construction. Only the works detailed in the approved plan shall thereafter be implemented on site including any measures to protect the existing trees.

Reason: To ensure the trees along the north-western boundary of the site are protected in the interests of natural heritage and visual amenity.

3 **Notice of Review 01.23**

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the erection of a dwellinghouse (in principle) 50 metres east of St Brydes Cottage, Shields Holdings, Lochwinnoch. (22/0399/PP).

The following materials were before members in relation to the Notice of Review:

(i) the Planning Authority's Submissions which included the report of handling, decision notice and accompanying documentation;

(ii) the Notice of Review, together with supporting statement and productions submitted by the applicant;

(iii) The Planning Authority's written submission setting out an assessment of the proposal in relation to relevant policies contained in National Planning Framework 4; and

(iv) the appellants' response to the Planning Authority's written submission.

Cllr MacFarlane confirmed that the LRB required to decide whether it had sufficient information before it to make a decision on this matter or whether further procedure was required to allow the LRB to determine Planning Application 22/0399/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

Cllr MacFarlane then advised that the LRB required to determine the application in accordance with the provisions of the local development plan, including any supplementary guidance, unless material considerations indicated otherwise.

Councillor Gilmour, seconded by Councillor MacFarlane, moved that the application be refused as it did not accord with Policy 8 of National Planning Framework 4 and for the reasons detailed within the report. This was agreed.

DECIDED: That Planning Application 22/0399/PP be refused as the proposed development did not comply with Policy 8 of National Planning Framework 4, Policy ENV1 of the Adopted Renfrewshire Local Development Plan 2021 and the New Development Supplementary Guidance on Housing in the Green Belt as it had not been demonstrated that there was a specific locational need for a dwellinghouse; and the proposed development did not comply with Policy ENV1 of the Adopted Renfrewshire Local Development Plan 2021 and the New Development Supplementary Guidance on Green Belt Development as it had not been demonstrated that Development as it had not been demonstrated that the site could be accessed safely, and that traffic and access infrastructure could be accommodated sensitively.

Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 01 June 2023	10:00	Remotely by MS Teams,

Present: Councillor Audrey Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Janis McDonald, Councillor John McNaughtan, Councillor Kevin Montgomery

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Timmins, Senior Solicitor (Litigation & Advice), C Gregory, Solicitor (Litigation & Advice), E Currie, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing) and R McCallum, Administrative Assistant (all Finance & Resources).

Recording of Meeting

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

Apologies

Councillors Mullin, McEwan, Rodden and Steel.

Declarations of Interest

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

1 **Registration of Private Landlords: Applications refused under Delegated Authority**

Under reference to item 1 of the Minute of the meeting of this Board held on 26 October 2022, there was submitted a report by the Director of Finance & Resources providing an update in relation to applications for landlord registration refused under powers delegated to officers following a decision of this Board on 18 August 2021.

The report intimated that on 18 August 2021, the Board recommended that the Scheme of Delegated Functions be amended to include a delegation to officers to refuse applications for landlord registration where the requirements set out in regulations made under the Antisocial Behaviour etc. (Scotland) Act 2004 were not met and that regular reports be submitted to this Board detailing the applications refused.

The report intimated that, since the last update to Board, only one application for landlord registration (renewal) required to be refused by officers due to failure to confirm full compliance with landlords' legal responsibilities. The report noted that there had been a sustained improvement in relation to declared compliance by applicants for landlord registration and that, given this improvement, the Board consider that updates now be provided to the Board annually.

The Convener proposed that the report be noted and that further update reports be provided annually. This was agreed unanimously.

DECIDED: That the report be noted and that further update reports be provided annually.

Sederunt

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

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

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

Present Operator: Neil Doherty
Proposed Operator: Mohammad Imran Khan
Licence. No.: TX120

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

DECIDED: That the application be granted.

3 **Variation of Taxi Operator's Licence - Personal Appearance**

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

Applicant: TOA Cabs Limited

Variation: exception to policy to allow advertising on both doors

Licence No.: TX231

Ms Donnachie, on behalf of the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and due to technical issues Ms Donnachie was unable to re-join the meeting. The Convener proposed that consideration of this application be continued until later in the meeting to allow Ms Donnachie to join the meeting. This was agreed unanimously.

DECIDED: That consideration of the application be continued to later in the meeting to allow Ms Donnachie to re-join the meeting.

4(a) **Variation of Private Hire Car Operator's Licence - Personal Appearance**

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

Applicant: Gerard Milligan

Variation: exception to policy and standard condition 1

Licence No.: PH0729

4(b) **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: Gerard Milligan

Licence No.: PH0729

Mr Milligan, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that (i) Mr Milligan's application for variation of his Private Hire Car Operator's Licence be granted and that standard condition 1 of his licence be amended to enable Mr Milligan to continue to operate his present vehicle, registration number SO16 XDD for a period of six months from 16 March 2023 as an exception to the Board's policy on vehicle age; and that (ii) Mr Milligan's application for grant of his Private Hire Car Operator's Licence be granted for a period of two years. This was agreed unanimously.

DECIDED:

(a) That Mr Milligan's application for variation of his Private Hire Car Operator's Licence be granted and that standard condition 1 of his licence be amended to enable Mr Milligan to continue to operate his present vehicle, registration number SO16 XDD for a period of six months from 16 March 2023 as an exception to the Board's policy on vehicle age; and

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

5 **Variation of Taxi Operator's Licence - Personal Appearance**

Under reference to item 3 of this Minute, the Board resumed consideration of the undernoted application for variation of a Taxi Operator's Licence. The applicant had been asked to appear personally for the first time:-

Applicant: TOA Cabs Limited

Variation: exception to policy to allow advertising on double doors

Licence No.: TX231

Ms Donnachie, on behalf of the applicant, re-joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that the application be granted and that the applicant company be allowed to be an exception to the Board's policy in relation to advertising. This was agreed unanimously.

DECIDED: That the application be granted and that the applicant company be allowed to be an exception to the Board's policy in relation to advertising.

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.

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

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

(a) Abdul Hamid Khalid

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

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

(b) Saif Radwan

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

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

(c) Wael Mohammad

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

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

Adjournment

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

Sederunt

Councillor Montgomery was not in attendance when the meeting reconvened.

7 Grant of Taxi Driver's Licence - Personal Appearance

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

Mirza Asif Latif

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

DECIDED: That the application be refused.

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

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

(a) Mohammad Bashiran Nawaz

There was no appearance by or on behalf of Mr Nawaz. The Convener proposed that the application be considered in Mr Nawaz'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) Wajid Mahmood Yousaf Begum

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

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

(c) Hazem A Mohammed Abdalghader

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

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

(d) Mhd Eid Albashash

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

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

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

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

Applicant: Mehmet Dost
Licence No.: P0767

There was no appearance by or on behalf of Mr Dost. The Convener proposed that consideration of the application be continued to later in the meeting to allow the applicant time to join the meeting. This was agreed unanimously.

DECIDED: That consideration of the application be continued to later in the meeting to allow the applicant time to join the meeting.

Adjournment

The meeting adjourned at 12 noon and reconvened at 1.30 pm.

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

Under reference to item 9 of this Minute, the Board resumed consideration of the undernoted application for renewal of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation received outwith the statutory timescale to the application:-

Applicant: Mehmet Dost
Licence No.: P0767

Mr Dost, 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 a representation received outwith the statutory timescale to the application.

After consideration of matters before the Board, the Board adjourned to allow Sergeant Robertson to clarify his instructions regarding the reason for the representation not being submitted timeously. The meeting was reconvened and on hearing the reasons for the lateness of the representation, the Convener proposed that the representation be taken into account when the application was being considered. This was agreed unanimously.

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.

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

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

Licence holder: Sean Grana
Licence No.: P0702

The Assistant Managing Solicitor (Licensing) advised that Mr Grana, the licence holder, had intimated that he would not be joining the meeting and had also intimated that he was content that the matter be considered and determined in his absence. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable. The Convener proposed that the matter be considered in Mr Grana's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that Mr Grana's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED: That Mr Grana's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 07 June 2023	10:00	Microsoft Teams,

Present: Councillor Stephen Burns, Ms Tracy Lundie, Councillor Iain McMillan

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 **Gryffe High School - Appeal against Refusal of a Placing Request - 23/06**

Consideration was given to an appeal against the refusal of a placing request at Gryffe High School.

All participants had been invited to attend virtually by means of MS Teams. G Thomson, Senior Solicitor (Finance and Resources), and K Christie, Headteacher of Gryffe High School and A Gallagher, Resource Manager (both Children's Services), all representing the Education Authority, were invited to attend the meeting together with the appellant in relation to appeal Gryffe High School 23/06.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

G Thomson, then presented the case for the Education Authority and led evidence from K Christie and A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

The appellant was then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 08 June 2023	10:00	Teams - virtual meeting,

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

Chair

Councillor J Shaw, Convener, presided.

In Attendance

A MacArthur, Director of Finance & Resources; B Walker, City Deal & Infrastructure Programme Director, L McIntyre, Head of Policy & Partnerships, G Beattie, Strategic Commercial Category Manager, A Donaldson, Strategic Commercial Category Manager, L Gillan, Strategic Commercial Category Manager, B Lambert, Corporate Procurement Manager, S Gibb, Procurement Operations Manager, L McGuinness, Communications Business Lead (Transformation), S McLean, Procurement Assistant; R Park, Category Manager and L Fingland, Service Planning & Policy Development Manager (all Chief Executives); C Dalrymple, Head of Facilities Management & Property Services and L Feely, Head of Housing Services (both Environment, Housing & Infrastructure); M Boyd, Head of People & Organisational Development, C McCourt, Head of Finance & Procurement, M Conaghan, Head of Corporate Governance, P Murray, Head of Digital Transformation & Customer Services, R Cree, OD & Workforce Planning Manager, G Dickie, Partnering & Commissioning Manager, S Fanning, Principal HR & OD Adviser, G Innes, Senior Service Delivery Manager (Customer & Digital Operations), E Shields, Business Services Manager, E Simpson, Principal HR & OD Adviser; D Pole, End User Technician, D Low, Democratic Services Manager and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources); and C Henderson, Day Service Officer and S Docherty, Senior Contracts Officer (both Renfrewshire Health & 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 Sam Mullin.

Declarations of Interest

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

1 Minute of meeting of the Joint Consultative Board (Non-Teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 24 May 2023, a copy of which forms the appendix to this Minute.

DECIDED: That the Minute be noted.

2 Revenue Budget Update 2023/24

There was submitted a report by the Director of Finance & Resources relative to the impact on the revenue budget as a result of decisions taken by the Council on 2 March 2023.

DECIDED: That the report be noted.

3 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 April 2023.

The report provided an update on the overall contact centre call handling volumes and indicated that Face-to-Face services had returned in Renfrewshire House, with these being managed on an appointment basis.

DECIDED: That the report be noted.

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 April 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: That the report be noted.

5 **Facilities Management Operational Performance 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) as delivered by Environment, Housing & Infrastructure since the last meeting of this Policy Board.

Section 3.10.8 of the report provided details of the Council's proposed policy in respect of the location of defibrillators.

DECIDED:

(a) That the report be noted; and

(b) That the Council's defibrillator policy, as detailed in Section 3.10.8 of the report, be approved.

6 **Finance & Resources Service Improvement Plan Outturn Report 2022/25**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan Outturn report 2022/25.

The report provided a summary of the Finance & Resources service's performance against the actions and performance indicators agreed within the Service Improvement Plan for 2022/25. A detailed outturn report was attached to the report and concluded the Service Improvement Plan for 2022/25.

DECIDED: That the progress being made in delivering the Finance & Resources Service Improvement Plan 2022/25 be noted.

7 **Finance & Resources 2023/26 Service Improvement Plan**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan for the period 2023/26, to identify the priorities being addressed, the key tasks to be implemented, the implementation timetable and measures of success.

The Service Improvement Plan was appended to the report and included performance indicators and an action plan grouped under the Council Plan themes. The report advised that a mid-year progress update on the Service Improvement Plan would be submitted to the Finance, Resources and Customer Services Policy Board in the autumn of 2023.

DECIDED:

(a) That the Finance & Resources Service Improvement Plan be approved; and

(b) That it be noted that mid-year progress of the Service Improvement Plan would be reported to this Board in the autumn of 2023 with updates to the performance indicators and action plan.

8 Chief Executive's Service - Service Improvement Plan 2022/23 Outturn Report

There was submitted a report by the Chief Executive relative to an update on the performance of the Chief Executive's Service for the twelve-month period from 1 April 2022 to 31 March 2023 in relation to the Service Improvement Plan approved by this Board in June 2022.

The plan aligned with the new Council Plan and Community Plan and provided the strategic direction for the service. A new Service Improvement 2023-26 was being presented to this Board for approval.

The report advised that the action plan, attached as Appendix 1 was at the core of the Service Improvement Plan, and set out the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success. The service scorecard outlined in Appendix 2 set out a range of key indicators against which performance of the service was measured. The report provided a summary of performance for both the action plan and the service performance indicators, which were included as appendices thereto. The outturn report included services which were under the remit of the Chief Executive's service prior to restructuring at the end of March 2023.

The report indicated that Chief Executive's service had continued to deliver on its priorities over the last twelve months and service updates and key achievements were highlighted in Section 4 of the report.

DECIDED:

(a) That the progress made in delivering the Service Improvement Plan in 2022/23 be noted; and

(b) That it be noted that incomplete actions had been carried over into the new Service Improvement Plan 2023/26.

9 **Chief Executive's Service - Service Improvement Plan 2023/26**

There was submitted a report by the Chief Executive relative to the Service Improvement Plan for the Chief Executive's Service covering the three-year period of 2023/26. The report identified the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success.

The report advised that following the approval of the new Council Plan 2022/27 in September 2022, work had been undertaken to review the format of Service Improvement Plans to make these more accessible, easier to understand, and to clearly demonstrate how the service would work to support delivery of the strategic outcomes of the new Council Plan.

The Service Improvement Plan was appended to the report and included Performance Indicators and an Action Plan grouped under the Council Plan themes. The report indicated that a mid-year progress update for the plan would be reported to the Finance, Resources and Customer Services Policy Board in autumn/winter 2023.

DECIDED:

(a) That the Service Improvement Plan be approved; and

(b) That it be noted that mid-year progress of the Service Improvement Plan would be reported to this Board in the autumn of 2023, with updates to the actions and performance indicators.

10 **Environment & Infrastructure Service Improvement Plan 2022/23-2024/25 Outturn Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment & Infrastructure Service Improvement Plan 2022/23-2024/25 Outturn report.

The report advised that the Service Improvement Plan linked to the Council Plan and Community Plan, alongside the Risk Management Plan and Workforce Plan to form a set of documents which provided the strategic direction for the service. The plan was also intended to complement the council-wide Economic Recovery Plan and Social Renewal Plan.

The report indicated that mid-year progress update on the Service Improvement Plan was submitted to the Finance, Resources and Customer Services Policy Board in November 2022.

The outturn report, attached in Appendix 1, was presented to the Finance, Resources and Customer Services Policy Board for noting of the areas within this Board's remit only. The plan and covering report would also be submitted to the Infrastructure, Land and Environment Policy Board for the areas within that Board's remit.

DECIDED: That the progress made in delivering the 2022/23 – 2024/25 Service Improvement Plan for Environment & Infrastructure attached as Appendix 1 and as specific to the areas of activity delegated to this Policy Board be noted.

11 **Environment, Housing & Infrastructure Services 2023/24 Service Improvement Plan**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Service Improvement Plan for Environment, Housing & Infrastructure covering the three-year period from 2023/26. The Plan identified the priorities being addressed, the key tasks to be implemented, the implementation timetable and the measures of success.

The report advised that the Service Improvement Plan was part of a suite of documents which described the strategic direction for the Service and the Council, and also included the Council Plan, Community Plan, Risk Management Plan, and the Workforce Plan.

The report indicated that following the approval of the new Council Plan 2022/27 in September 2022, work had been undertaken to review the format of Service Improvement Plans to make these more accessible, easier to understand and clearly demonstrate service contribution towards delivering the new Council Plan strategic outcomes.

The Service Improvement Plan was appended to this report and included Performance Indicators and an Action Plan grouped under the Council Plan themes. The report intimated that a mid-year progress update on the Service Improvement Plan would be submitted to the Finance, Resources and Customer Services Policy Board in the Autumn of 2023.

DECIDED:

(a) That the Service Improvement Plan be approved; and

(b) That it be noted that mid-year progress of this Service Improvement Plan would be reported to this Board in the Autumn of 2023, with updates to the Performance Indicators and Action Plan.

12 **Non-domestic rates/council tax on second and empty homes: Consultation**

There was submitted a report by the Director of Finance & Resources relative to a Scottish Government and COSLA consultation on council tax on second and empty homes.

The consultation sought to explore the role of more inclusive and fiscally sustainable local taxation, in the form of council tax and non-domestic rates, as part of the commitment that 'everyone should have a safe, high-quality home that is affordable and meets their needs in the place,' in accordance with the Scottish Government's Housing to 2040 strategy.

The report advised that the consultation document recognised that second homes and short-term lettings brought benefits to those who owned them and the tourism businesses and local economy that they supported.

The report indicated that it was also recognised that different kinds of ownership patterns impacted on the availability of homes to meet local needs and on community sustainability, and it was stated that a fair balance should be pursued.

The report advised that the Council supported the consultation principles and planned to submit a full response as detailed in Appendix 1 to the report. The response fully supported the premise of allowing more local flexibility to Councils in the setting of council tax and non-domestic rates for empty, second homes and holiday rental accommodation.

DECIDED:

(a) That the consultation response be approved; and

(b) That it be agreed that the Director of Finance & Resources would submit the response to the Scottish Government in line with the consultation timescales.

13 **People Strategy 2021/26 - Revised HR&OD Policies**

There was submitted a report by the Director of Finance & Resources relative to work progressed by officers in relation to the review of the HR& OD Policy Review Plan.

The purpose of the report was to seek approval from members to implement the two policies attached as appendices to the report: the Revised Flexible Working Policy which was attached as Appendix 1 to the report; and the Revised Flexible Retirement Policy which was attached as Appendix 2.

The report advised that consultation had taken place with Trade Unions and Services and feedback had informed the development of these policies. The policies had been modernised and were updated in line with best practice, the Council's values and employment legislation.

The report indicated that following approval from Members, some additional guidance would be developed to support the implementation of the policies. In addition, some changes would be required to the Enterprise Resource Planning (ERP) system and updated training would be required for managers. These developments were currently being designed and the policies would be fully implemented in the following months. The implementation of these policies would be communicated to all managers and employees within the Council.

DECIDED: That the new and revised HR&OD Policies detailed in Appendices 1 and 2 be approved.

14 **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 for financial year 2023/24 from organisations for specific events as detailed below:

(a) Visit by guests from the Council's twin town of Fürth, Germany - lunch - £88.90

(b) Dates-n-Mates – Gala Awards Dinner - £400

- (c) Salvation Army, Erskine – 30th Anniversary - £350
- (d) Caledonian Bowling Club – 150th Anniversary - £3,000
- (e) Spateston Bowling Club – 40th Anniversary - £1,000
- (f) Paisley & District Battalion of the Boys Brigade – Presentation for the Queen's Badge and Duke of Edinburgh Awards - £1,600
- (g) J G Fleming Bowling Club – 125th Anniversary - £1,200
- (h) Johnstone & District Ladies Bowling Association – 50th Anniversary - £1,200
- (i) Hands Up for Trad – Scots Language Awards - £1,200
- (j) Johnstone Phoenix Theatre Group – 60th Anniversary - £2,450

DECIDED:

(a) That hospitality be provided as detailed in the report for the Erskine branch of the Salvation Army, Caledonia Bowling Club, Spateston Bowling Club, Paisley & District Battalion of the Boys Brigade, J G Fleming Bowling Club, Johnstone & District Ladies Bowling Association, the Scots Language Awards and Johnstone Phoenix Theatre Group;

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

(c) That the actions taken by the Head of Corporate Governance in terms of his delegated authority in respect of both the visit by guests from the Council's twin town in Fürth and the Dates-n-Mates Gala Awards dinner be noted.

15 Inspection of Salmon Fishings – River Clyde

There was submitted a report by the Director of Finance & Resources relative to authority for the Provost and other representatives of the Council to take the necessary actions to maintain the Council's salmon fishing rights on the River Clyde. The actions to be undertaken and the costs involved were detailed in the report.

DECIDED:

(a) That the actions outlined in the report in relation to the confirmation of fishing rights on the River Clyde be approved; and

(b) That the costs involved in the Salmon Fishings, estimated at £4,000 be met from the Renfrew Common Good Fund.

16 Report on the Voluntary Redundancy/Early Retirements Scheme

There was submitted a report by the Director of Finance & Resources relative to the annual report detailing the number of employees leaving through the voluntary

redundancy or voluntary early retirement schemes (VR/VER), and associated financial implications for the Council.

The report provided an update for the period from 1 April 2022 to 31 March 2023 confirming that 37 employees (34.8 FTE) had left the Council through voluntary redundancy or early retirement in that period.

DECIDED: That the report be noted.

17 **2022/23 Annual Report on the Health, Safety and Wellbeing activities within Renfrewshire Council**

There was submitted a report by the Director of Finance & Resources relative to an update on the health, safety and wellbeing arrangements and performance of Renfrewshire Council in effectively managing health, safety and wellbeing for the period 1 April 2022 to 31 March 2023.

The report detailed the council's continued commitment to ensuring the health, safety, welfare, and wellbeing of its employees and supported the aims of the "Our People, Our Future" strategy document and the Councils' values.

DECIDED: That the report be noted.

18 **Chief Executive's Service – Annual Health and Safety Report 2022/23 and Action Plan 2023/24**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service annual Health and Safety report 2022/23 and Action Plan 2023/24.

The Chief Executive's Service annual progress report was attached as Appendix 1. It set out the arrangements for the management of health, safety and wellbeing within the service, demonstrated the Service's commitment to continuous improvement in health and safety performance in accordance with the Corporate Health, Safety and Wellbeing Strategy 2019/22 and summarised the achievements from 1 April 2022 to 31 March 2023.

The report advised that the Chief Executive's Service action plan for 2023/24 was attached as Appendix 2 to this report. It set out the planned actions the service would undertake during 2023/24, outlining the service's commitment to continuous improvement in health and safety performance in accordance with the Corporate Health, Safety and Wellbeing Strategy 2019/22. The action plan would be reviewed during the course of the reporting year due to the restructuring of services with Community Learning & Development moving into the service and procurement falling under the Finance & Resources Department.

DECIDED:

(a) That the content of the annual report attached at Appendix 1 be noted; and

(b) That the Chief Executive's Service health and safety action plan for 2023/24 at Appendix 2 be approved.

19 **Provision of Adult Residential Services at Cherrywood Care Home (RCCPU- 22-274)**

There was submitted a joint report by the Director of Finance & Resources and the Chief Executive Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the Provision of Adult Residential Services at Cherrywood Care Home to the Mungo Foundation.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Provision of Adult Residential Services at Cherrywood Care Home to The Mungo Foundation;

(b) That it be noted that the contract be awarded for a period of three years, plus the option to extend for a period of one year on two occasions, any extension to the contract to be at the discretion of Renfrewshire Council and subject to both funding and satisfactory operation and performance during the initial period of the contract;

(c) That it be noted that the anticipated commencement date was 1 July 2023; the exact date to be confirmed in the Council's letter of acceptance; and

(d) That it be noted that the contract be awarded up to a maximum value of £6,402,466 for the entire period of the contract, including extensions where implemented; equating to £1,280,492 per annum.

20 **Provision of a Specialist Dementia Day Care Service (RC-CPU-22-113)**

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of a Specialist Dementia Day Care Service to Alzheimer Scotland – Action on Dementia.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Provision of a Specialist Dementia Day Care Service to Alzheimer Scotland – Action on Dementia;

(b) That the award of the contract for a period of three years, with no extensions, be approved;

(c) That it be noted that the anticipated commencement date was 1 July 2023; the exact date will be confirmed in the Council's letter of acceptance; and

(d) That the award of the contract for up to a maximum value of £757,419 excluding VAT equating to £252,473 per annum be approved.

21 **Provision of a Carers Centre (RC-CPU-22-319)**

There was submitted a joint report by the Director of Finance and Resources, Director of Children's Services and the Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of a Carers Centre to Renfrewshire Carers Centre.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the provision of a Carers Centre to Renfrewshire Carers Centre;
- (b) That the award of the contract for a period of three years, with no option to extend be approved;
- (c) That it be noted that the anticipated commencement date was 1 July 2023; the exact date to be confirmed in the Council's letter of acceptance; and
- (d) That the award of a contract up to a maximum value of £1,963,125 excluding VAT for the entire period of the contract, equating to £654,375 per annum be approved.

22 **Access to Counselling in Schools (RC-CPU-22-251)**

There was submitted a joint report by the Director of Finance & Resources and the Director of Children's Services relative to the award of a contract for Access to Counselling in Schools to Therapeutic Counselling Services Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for Access to Counselling in Schools to Therapeutic Counselling Services Limited;
- (b) That it be noted that the commencement date of the contract was anticipated to be 1 September 2023 for 34 months until 30 June 2026, the actual dates for the contract to be confirmed in the Council's letter of acceptance; and
- (c) That a contract value of up to a maximum of £1,247,000.00, equating to £36,676.47 per month excluding VAT for the 34-month contract period be approved.

23 **Contract Award: 2 Liquid Fuels Contracts**

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of two contracts for the Supply and Delivery of Liquid Fuels to:

- (i) Certas Energy UK Limited t/a Scottish Fuels for the supply of AdBlue, Gas Oil A2 (Red Diesel) and Petrol ULSP; and
- (ii) Highland Fuels Ltd for the supply of Diesel.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award contracts for the Supply and Delivery of Liquid Fuels to:

- (i) Certas Energy UK Limited t/a Scottish Fuels for the supply of AdBlue, Gas Oil A2 (Red Diesel) and Petrol ULSP; and
- (ii) Highland Fuels Ltd for the supply of Diesel;

(b) That it be noted these contracts were created through a Scottish Procurement Further Competition made under an existing Crown Commercial Services National Fuels 2 Framework Agreement reference RM6177;

(c) That spend under both the contracts to a value of no more than £3million (excluding VAT) be approved;

(d) That it be noted that both contracts were anticipated to have call off start dates of 3 July 2023, the exact date for each contract to be confirmed in the respective Order Form;

(e) That it be noted that the contract end dates were 31 March 2025; and

(f) That it be noted that the award of the contracts was subject to the completion of the Crown Commercial Services National Fuels 2 Framework Agreement Order Form.

24 **Contract Authorisation Report for the Customer Portal and Customer Relationship Management System (Reference RC-CPU-22-307)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for the Customer Portal and Customer Relationship Management System to Granicus-Firmstep Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the Customer Portal and Customer Relationship Management System to Granicus-Firmstep Limited, being a Call-Off Contract made under the Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13, in accordance with the award procedure for this Framework;

(b) That it be noted that the initial term of the contract was three years with the Council's option to extend the contract for up to 12 months;

(c) That it be noted that the proposed contract start date was 2 October 2023, however, the actual date would be formally confirmed in the Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13 Call-Off Contract (Order Form); and

(d) That it be noted the contract value for the initial 3-year term would not exceed £399,090 excluding VAT. Where the optional extension period was utilised, the additional value would not exceed £133,030 excluding VAT, with a total value of £532,120 excluding VAT.

25 **Contract Authorisation Report for The Supply and Delivery of Meraki Switches and Licenses (RC-CPU-22-302)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for the Supply and Delivery of Meraki Switches and Licenses to Stone Technologies Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the Call-Off Contract for the Supply and Delivery of Meraki Switches and Licenses to Stone Technologies Limited following an eAuction under the Crown Commercial Service Framework Agreement RM6068 Technology and Associated Services - Lot 2 Hardware and Associated Services;

(b) That it be noted that the Call-Off Contract would be for a period of five years, and it was envisaged that the Call-Off Contract would commence on 30 September 2023 and would expire on 29 September 2028, with the actual Call-Off Start Date and Call-Off Expiry Date being confirmed in the Order Form and the contract was to be awarded in accordance with the Framework Award Procedure; and

(c) That it be noted that the Call-off Contract value would be £226,000 excluding VAT.

26 **Contract Award: Measured Term Contract Rot Eradication, Timber Preservation and Dampness Control, (RC-CPU-21-004)**

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a measured term contract Rot Eradication, Timber Preservation and Dampness Control (RC-CPU-21-004) ("Contract") to City Gate Construction (Scotland) Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a Measured Term Contract Rot Eradication, Timber Preservation and Dampness Control (RC-CPU-21-004) to City Gate Construction (Scotland) Limited;

(b) That a contract value of up to £4,000,000.00 excluding VAT for this contract be approved; Orders to carry out works would be raised by the Council as required;

(c) That a contract period of three years be approved with the Council having the sole option to extend for up to 12 months on two separate occasions to a total contract period of five years. The proposed commencement date was 3 August 2023, with the actual date confirmed in the Council's letter of acceptance; and

(d) That it be noted the award of the contract required the provision of a Data Processor Agreement as indicated within the tender documentation.

27 **Contract Award: Artificial Pitches Upgrades 2022/23 3G football**

pitch – Park Mains High School, Erskine, (RC-CPU-22-266)

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a contract for Artificial Pitches Upgrades 2022/23 3G football pitch – Park Mains High School, Erskine (RC-CPU-22-266) to Allsports Construction & Maintenance Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Artificial Pitches Upgrades 2022/23 3G football pitch – Park Mains High School, Erskine (RC-CPU-22-266) to Allsports Construction & Maintenance Limited;

(b) That the Tendered Contract Sum of £311,420.10 excluding VAT and an additional 5% contingency for any unforeseen works be approved; and

(c) That it be noted that the date for commencement of the works was 17 July 2023 and the date for completion of the works was 15 September 2023. Any changes to these dates would be confirmed in the Council's letter of acceptance.

28 Contract Award: Energy Efficiency Scotland ABS Funding Managing Agent (RC-CPU-22-353)

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a contract for Energy Efficiency Scotland (Area Based Schemes) ABS Funding Managing Agent (RC-CPU-22-353) to The Wise Group, subject to the receipt of the Scottish Government grant funding award letter for Area Based Schemes.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Energy Efficiency Scotland ABS Funding Managing Agent (RC-CPU-22-353) to The Wise Group subject to the receipt of the Scottish Government grant funding award letter for Area Based Schemes;

(b) That a spend to the budget value of up to £120,000 per annum (Total - £360,000 for the contract duration) be approved;

(c) That it be noted that the likely spend would be as per the tender submission returns of up to £87,491.25 for the Total of the Prices for Part 2a per annum (Total - £262,473.75 for the contract duration); and

(d) That it be noted that it was anticipated that the starting date would be 10 July 2023. The contract would be for a service period of 12 months with the Council option to extend the service period for up to 12 months on two separate occasions, subject to satisfactory operation and performance of the contract. Any extension to the service period was also subject to the availability of Scottish Government Funding for ABS.

29 Contract Award: Render Improvement Works to Speirsfield and

Camphill Courts, Paisley (RC-CPU-22-354)

There was submitted a joint report by the Director of Finance & Resources and the Director of Environment, Housing & Infrastructure relative to the award of a works contract for Render Improvement Works to Speirsfield and Camphill Courts, Paisley (RC-CPU-22-354) to A C Whyte & Co Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for Render Improvement Works to Speirsfield and Camphill Courts, Paisley (RC-CPU 22-354) to A C Whyte & Co Limited;

(b) That the Tendered Contract Sum of £716,525.00 excluding VAT, and an additional 10% contingency for any unforeseen works be approved; and

(c) That it be noted that the anticipated starting date was 17 July 2023, and the completion date was 12 weeks from the date of commencement of the works. Any changes to the date would be confirmed in the Council's letter of acceptance.

30 **Idox Software and Associated Software Maintenance (RC-CPU-22-206)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the homologation of the decision of the Head of Economy & Development Services and Head of Policy & Commissioning to award a Contract on 3 April 2023 for the provision of Idox Software and Associated Software Maintenance Services.

DECIDED:

(a) That the action taken by the Head of Economy & Development Services and the Head of Policy & Commissioning to award the contract for the Provision of the Idox Software and associated Software Maintenance to Idox Software Ltd be homologated

(b) That it be noted that the contract value would be up to £340,000.00 excluding VAT; and

(c) That it be noted that the contract Call-Off Start Date was 1 April 2023, and the expiry date would be on 31 March 2026, or 31 March 2027 if the optional 12-month extension was exercised.

31 **Paisley Museum Reimagined Project – Notification of Cost Increases on technical consultant appointments**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to notification in accordance with Standing Order 20.3 of the Standing Orders Relating to Contracts, of an increase in cost to the consultancy contracts listed in item 3.3 of the report.

DECIDED:

(a) That the increase in the approved Contract Sum for:

(i) Paisley Museum Reimagined Project Multi-Disciplinary Design Team (MDDT) from £2,598,349.00 (excluding VAT) to a revised fee of £4,164,804.00 (excluding VAT);

(ii) Paisley Museum Reimagined Project – Project Management from £193,856.80 to a revised fee of £341,114.00 (excluding VAT);

(iii) Paisley Museum Reimagined Project – Quantity Surveyor from £258,000.00 to a revised fee of £375,082.31 (excluding VAT); be noted;

(b) That it be noted that the Paisley Museum Reimagined Project Multi-Disciplinary Design Team (MDDT) contract was now anticipated to complete at the end of January 2024;

(c) That it be noted that the Paisley Museum Reimagined Project – Project Management contract and the Paisley Museum Reimagined Project – Quantity Surveyor contract were both anticipated to complete by the end of May 2024; and

(d) That it be noted that variations to each of these contracts had been negotiated and agreed with the respective Consultant in accordance with Standing Orders Relating to Contracts 34.4 and 34.5.

Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 24 May 2023	15:00	Council Chambers/Hybrid Meeting,

Present: Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

In Attendance

D Kerr, Service Co-ordination Manager, J Robertson, Strategic Facilities Manager (both Environment, Housing & Infrastructure); M Boyd, Head of HR & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, D Pole, End User Technician, E Gray, Senior Committee Services Officer, and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

Representing Trades Unions

M Ferguson and J Boylan (both UNISON), A Canning (GMB) and C Cochrane (UNITE).

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.

Transparency Statements

Councillor Gilmour indicated that he had a connection to items 4, 5, 6 and 7 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 4, 5, 6 and 7 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 4, 5, 6 and 7 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.

Additional Item

It was agreed that UNISON and the HR Manager meet before the next meeting of the JCB (Non-Teaching) to discuss facilities for Social Care workers, and that an update be submitted to the next meeting of the JCB (Non-Teaching) to be held on 30 August 2023.

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 15 March 2023.

The report advised that the Health & Safety Team continued to work collaboratively with key stakeholders, to ensure risks were assessed, review policies and guidance, support front line services in the delivery of emergency and prioritised work, evaluate contractors' and suppliers' health and safety documentation when applying for contracts, respond to Freedom of Information requests, produce health and wellbeing guidance to support the workforce, and review all injury accidents occurring within the Council. It was noted that since the previous meeting there had been 782 courses delivered across the Council.

The report stated that during the period there had been two visits from the Health & Safety Executive, in connection with the management of asbestos in schools intervention programme. In addition there had been one meeting with Scottish Fire and Rescue Service, as a result of attending call outs to Council-owned premises, to discuss, where possible, improvements to the fire safety arrangements. Reference was also made to the review of the Council's blood borne virus documentation and associated face-to-face training provided, the production of health and wellbeing guidance and campaigns to support the workforce to become more active. In addition, the report indicated that support continued to be provided in respect of the new working arrangements being developed across the Council and the Council's construction activities.

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 six grievances as at May 2023, a decrease of three 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 May 2023 and detailing the capacity and Services in which they were engaged. The report advised that as at 1 May 2023, 337 agency workers were employed across all Council Services, a reduction of two agency workers since February 2023. Renfrewshire Health & Social Care Partnership employed 215 of those agency workers.

The HR Manager responded to questions regarding numbers of agency workers.

DECIDED: That the report be noted.

4 **Absence Statistics**

Absence Statistics There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for quarter 4, 1 January to 31 March 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 within the report. Information was also provided on supporting attendance activity levels by Service and the overall number of days lost. The absence statistics were broken down by service and category of staff, reasons for absence and progress made by services in relation to their supporting attendance action plans.

DECIDED: That the report on absence statistics for the fourth quarter of 2022/23 be noted.

5 **Reviews/Departmental Restructurings**

The UNISON representatives expressed concern in relation to the lack of information made available to the trade unions regarding staffing reviews and changes to staffing structures and redundancies within Family and Wellbeing Services.

The HR Manager confirmed there was a commitment from Services and HR to keep unions up-to-date with information and advise of any changes.

DECIDED: That arrangements be made to include regular update reports regarding staffing reviews within Services and changes to staffing structures proposed as part of the Right for Renfrewshire initiative as a standing item on the agenda of future Joint Trade Union Liaison meetings.

6 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the JCB (Non-Teaching) would be held at 3pm on 30 August 2023.

Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 14 June 2023	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Present: Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Gillian Graham, Councillor Neill Graham, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Andy Steel

Chair

Councillor Nicolson, Convener, presided.

In Attendance

A Russell, Chief Executive; S Quinn, Director of Children's Services; G McNeil, Director of Environment, Housing & Infrastructure; L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications, L Adamson, Communications & Public Affairs Manager, A Armstrong-Walter, Strategic Partnership & Inequalities Manager and P Moss, Planning & Insight Manager (all Chief Executive's); K Anderson, Sustainability, Place (Assets) Manager (Environment & Infrastructure); M Boyd, Head of People & OD, D Low, Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician and D Cunningham, Assistant Committee Services Officer (all Finance & Resources); V Hollows, Chief Executive, F Naylor, Finance, Governance and Business Improvement Director and J Doherty, Strategic Communications & Public Affairs Manager (both OneRen); and F Burns, Head of Strategic Planning & Health Improvement and C O'Byrne, Head of Health & Social Care (Paisley) (both Renfrewshire Health & Social Care Partnership).

Webcasting of Meeting

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

Apology

Councillor Ann-Dowling.

Declarations of Interest

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

Transparency Statements

Councillor Campbell indicated that she had a connection to item 4 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.

Councillor N Graham indicated that he had a connection to item 4 by reason of him being a volunteer with Barnardos. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

1 Fairer Renfrewshire Sub-committee

There was submitted the Minute of the meeting of the Fairer Renfrewshire Sub-committee held on 31 May 2023 which forms the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 Fairer Renfrewshire Update

There was submitted an update report by the Chief Executive relative to work being undertaken by the Council and its partners to progress the Fairer Renfrewshire Programme.

The report provided a summary of the key headline issues relating to the cost of living crisis locally and set out specific updates relative to the development of new enhanced schools advice and family advice models; the evaluation of the Winter Connections Programme; the development of the Fair Food Renfrewshire partnership and proposed further tranche of the Community Food Fund; proposals for the delivery of holiday activities during summer 2023 which would provide support to low income families; and an update on the work of Renfrewshire's lived experience panel.

The Head of Policy and Partnerships referred to the recent death of John Green, a member of the Lived Experience Panel, and members of the Board paid tribute to his contribution to the work of the Panel.

DECIDED:

- (a) That the content of the report and the work being undertaken to progress the Fairer Renfrewshire programme be noted;
- (b) That it be agreed that work to co-ordinate and deliver a Winter Connections 2023 be progressed and that £75,000 of Fairer Renfrewshire Funding be allocated to support the delivery of the programme;
- (c) That the proposed summer holiday programme outlined in Section 6 be noted, with £25,000 of existing funding allocated to pilot a small grants fund to extend the programme of activities and support available across communities in Summer 2023;
- (d) That authority be delegated to the Head of Policy and Partnerships to award grants in line with the guidance which would be developed for both the Winter Connections and Summer Holiday Provision. An update on both schemes would be provided to Leadership Board in September 2023; and
- (e) That an allocation of £10,000 funding be agreed to top up the Community Food Fund, with a further application round for the fund to open following summer 2023.

Transparency Statement

Prior to consideration of the following item of business Councillor Campbell declared a connection relative to item 4 of the agenda.

3 Council Plan 2022/27 - six-month Progress Update

There was submitted an update report by the Chief Executive relative to the Council Plan 2022/2027 and the revised Community Plan 2017/2027.

The report provided a summary of the progress achieved against the Council's five strategic outcomes since the Council Plan was approved by Council in September 2022. The Community Plan 2017/2027 had been revised to incorporate the response to and recovery from the unique challenges of the last few years to align both Plans. The report outlined that each Council service prepared a Service Improvement Plan which was also themed around the Council Plan's strategic outcomes and that the Leadership Board would receive progress reports every six months.

DECIDED:

- (a) That the progress achieved against the strategic outcomes since the Council Plan was approved by Council in September 2022, as outlined in Appendix 1, be noted; and
- (b) That it be noted that progress reports would continue to be presented to the Leadership Board at six monthly intervals.

4 **Local Child Poverty Action Report 2023**

There was submitted a report by the Chief Executive relative to the Council's Local Child Poverty Action Report 2023.

The report intimated that the Child Poverty (Scotland) Act 2017 required that each Local Authority and each relevant Health Board had to jointly prepare and publish a Local Child Poverty Action Report annually. This report was required to describe measures taken during the reporting year within the local authority area that reduced child poverty or improved outcomes for children living in poverty. It also had to describe planned and proposed future actions. Renfrewshire's Local Child Poverty Action Report for 2022/23 was appended to the report.

The report summarised the activities undertaken in Renfrewshire to reduce child poverty between April 2022 and March 2023; described planned and proposed future actions and outlined work undertaken to respond to and recover from the impacts of the pandemic and cost of living crisis to support parents and families.

DECIDED:

- (a) That the report be noted; and
- (b) That the Local Child Poverty Action Report be approved for publication.

Transparency Statement

During consideration of the following item of business Councillor N Graham declared a connection to item 4 of the agenda.

5 **Local Partnerships – next phase of development**

There was submitted an update report by the Chief Executive relative to the development of Local Partnerships since their establishment in 2019.

The report outlined that the Partnerships were crucial to the Council's engagement with local communities in that they enabled communities to identify their own local level priorities. Local Partnerships had not been able to be fully implemented due to resources having been refocused in response to the pandemic and then to the ongoing cost of living crisis.

The report intimated that a consultation and engagement exercise would commence in summer 2023 to inform the next phase of development of the Local Partnerships. Alongside this exercise a range of actions would be progressed by officers as set out at section 5 of the report. A Local Partnership co-ordinator would also be recruited to provide the required capacity to take the development of the Local Partnerships forward. An update on the consultation and engagement process, alongside any resulting proposals for development, would be submitted to the Board in autumn 2023.

DECIDED:

(a) That the summer 2023 Local Partnerships consultation and engagement exercise be noted; and

(b) That it be noted that an update report would be submitted to the Leadership Board in autumn 2023.

6 **Future Paisley Programme Six-monthly Progress Update**

There was submitted an update report by the Chief Executive relative to the progress of the Future Paisley Programme since December 2022.

The report provided an overview of the activity and projects which had contributed to Step Change 3 – Paisley would be recognised for its cultural innovation and Change 4 – Transform Paisley into a vibrant town centre.

DECIDED: That the report be noted.

7 **Future Paisley Cultural Funding Programme 2023/24**

There was submitted an update report by the Chief Executive relative to cultural funding for 2023/24.

The report advised that Round 13 of the Culture, Heritage and Events Fund (CHEF) and Round 4 of the Cultural Organisational Development Fund (CODF), funded through Future Paisley, would be launched at the end of June 2023. The report outlined changes to CHEF Round 13 criteria and sought delegated authority to administer the funds.

DECIDED:

(a) That the development and launch of funding Rounds 4 (CODF) and 13 (CHEF) for 2023/24 be noted;

(b) That the changes made to the criteria for CHEF be noted;

(c) That it be agreed that the Cultural Recovery and Renewal Fund Panel would review the recommended awards in the forthcoming rounds of CHEF and CODF; and

(d) That authority be delegated to the Head of Marketing and Communications to determine the applications for funding in this and future rounds, based on the views of the review panel, and to distribute the agreed rewards.

8 **Decant of Library Services to the New Paisley Learning and Cultural Hub**

There was submitted a report by the Chief Executive relative to the request received from OneRen for the suspension and decant of library services.

The report advised that OneRen were required to obtain the Council's consent to suspend the provision of services under the terms of the Service Agreement with the Council. The report sought agreement for the suspension of library services for a period of around 8 weeks to enable the decant from the temporary modular Paisley Central Library site at the Lagoon Leisure Centre to the new Paisley Learning and Cultural Hub, High Street, Paisley. During this period, service users would be re-directed to alternative libraries and online resources.

The decant was proposed to commence in autumn 2023 with customers and elected members being notified in advance of the specific date.

DECIDED:

(a) That the request from OneRen to temporarily suspend the provision of Paisley Central Library services from the modular Lagoon Leisure Centre Car Park for the period of approximately 8 weeks be agreed; and

(b) That it be agreed that the decant would commence at a date to be confirmed in August 2023 with customers and elected members being notified in advance of the specific date.

9 **Gaelic Language Plan Implementation Report – Annual Return 2022/23**

There was submitted a report by the Chief Executive relative to the Gaelic Language Plan Implementation Report – Annual Return 2022/23.

Public Authorities were required, under the Gaelic Language (Scotland) Act 2005, to produce a Gaelic Language Plan which outlined the actions taken to promote Gaelic in their communities. The implementation of the Plans was overseen by Bòrd na Gàidhlig and local authorities were required to provide an annual progress update against their Plan's actions both to Bòrd na Gàidhlig and to elected members.

The report advised that the update report on progress made during 2022/23 had been provided by the Council to Bòrd na Gàidhlig.

It was proposed that the financial implications relative to the implementation of the Gaelic Language Plan in Renfrewshire be included in future reports submitted to this Board. This was agreed.

DECIDED:

(a) That the progress made by Renfrewshire Council in the delivery of the Gaelic Language Plan be noted;

(b) That the provision of the progress update report having been provided to Bòrd na Gàidhlig be noted;

(c) That it be noted that annual progress reports would be provided to Bòrd na Gàidhlig and elected members; and

(d) That the financial implications relative to the implementation of the Gaelic Language Plan in Renfrewshire be included in future reports submitted to this Board.

10 Development of Tennis in Renfrewshire Parks

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the refurbishment of tennis courts and the development of tennis in up to three Renfrewshire sites.

The report intimated that, following the Council's formal approval of support at the Leadership Board meeting held on 26 April 2023, the Lawn Tennis Association (LTA) had confirmed that it would offer the Council grant funding for the refurbishment of tennis courts and the development of tennis at three locations as follows: Robertson Park, Renfrew - £129,960; Brodie Park, Paisley - £18,090; and Park Road, Johnstone - £155,500. These sums excluded the Council's contributions.

The Park Road, Johnstone site was included in the second tranche for funding. The funding offer at this site was subject to the Council making a contribution of £17,000 towards the project, in addition to funding repairs to a retaining wall.

The proposed Heads of Terms with OneRen which included the operating model for the Courts plus the revenue and capital costs were appended to the report.

DECIDED:

(a) That the proposed Heads of Terms between the Council and OneRen, as attached as Appendix 1 of the report, be approved;

(b) That the ongoing revenue and capital funding implications and the associated membership and court booking charges as detailed at Section 1 of the report be noted and approved; and

(c) That it be noted that a report would be presented to the OneRen Board to approve the Heads of Terms Agreement with the Council on 15 June 2023.

Minute of Meeting Fairer Renfrewshire Sub-committee

Date	Time	Venue
Wednesday, 31 May 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

Apology

Councillor Paterson

Chair

Councillor J Cameron, Convener, presided.

In Attendance

L McIntyre, Head of Policy & Partnerships, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager and D Dunn, Social Renewal Lead Officer (all Chief Executive's); and L Belshaw, Democratic Services Manager, C MacDonald, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources)

Declarations of Interest

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

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.

1 Fairer Renfrewshire Programme Update

There was submitted an update report by the Chief Executive relative to an overview of key context and evidence around current pressures on household finances.

The report intimated that these regular updates were provided to the Sub-committee to provide a snapshot of recent changes in economic factors, policy and supports, which had a significant effect on the pockets of Renfrewshire residents. The report set out the key priorities of the Fairer Renfrewshire programme for March to June 2023 and provided an update on activities to progress these priorities. The report provided information on the UK inflation rate, energy prices, housing costs, advice services in Renfrewshire, Fair Food Renfrewshire, and the Lived Experience Panel. The report also referred to the Local Child Poverty Action report which would be considered by the meeting of the Leadership Board to be held on 14 June 2023.

DECIDED: That the report be noted.

2 Evaluation of Winter Connections Programme

There was submitted a report by the Chief Executive relative to an evaluation of the Winter Connections Programme. The report intimated that the Leadership Board at its meeting held on 22 September 2022 agreed that a Winter Connections Programme was to be developed which would provide a network of local places and spaces where people could connect to others in their community during the winter and £50,000 was allocated to support local groups and organisations to participate; this was then followed by an allocation of a further £20,000 and £10,000 to OneRen to deliver Winter Connections across the library network.

The key messages from the evaluation were set out in the report, together with a series of recommendations to be considered as part of any future programme.

DECIDED: That the report be noted.

3 Child Poverty Data 'Deep Dive' Update

The Strategic Partnerships & Inequalities Manager gave a presentation on the work being undertaken relative to understanding child poverty data, including the development of a cost of living dash board and the current picture of child poverty locally.

DECIDED: That the presentation be noted.

4 Holiday Childcare and Activities

Under reference to item 4 of the Minute of the meeting of this Sub-committee held on 22 March 2023, there was submitted a report by the Chief Executive relative to the

review of current holiday childcare and activity provision in Renfrewshire. The report noted that officers had engaged with Council services and partners in relation to gaps in provision and the priorities that the Fairer Renfrewshire programme should help to address going forward. It was noted that it was clear from this process that there was a significant amount of further work to be done and the report proposed that the Summer 2023 programme be delivered on an interim basis, subject to more developed proposals coming forward in Autumn 2023 and set out the key principles on which the summer 2023 programme would operate.

DECIDED: That the report be noted.

Minute of Meeting

Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Monday, 19 June 2023	10:00	Microsoft Teams Meeting,

Present: Councillor Stephen Burns, Councillor Carolann Davidson, Mrs Elaine Knox

Chair

Councillor Burns, Convener, presided.

In Attendance

D Briggs, Senior Solicitor (Litigation and Advice) and E Gray, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 **Gryffe High School - Appeal against Refusal of a Placing Request - 23/07**

Consideration was given to an appeal against the refusal of a placing request at Gryffe High School.

All participants had been invited to attend virtually by means of MS Teams. C Adam, Senior Solicitor (Finance and Resources) and K Christie, Headteacher, Gryffe High School and A Gallagher, Resource Manager (both Children's Services), all representing the Education Authority, were in attendance. The appellant had advised that they would be late to join the meeting. The Convener proposed that the meeting be adjourned to allow the appellant to attend, this was agreed unanimously.

Adjournment

The meeting adjourned at 10.04am and reconvened at 10.34am with the appellant in attendance.

D Briggs, Senior Solicitor (Litigation & Advice) outlined the procedure to be followed in hearing the appeal.

C Adam, then presented the case for the Education Authority and led evidence from K Christie and A Gallagher in relation to the circumstances surrounding the refusal of the placing request.

The appellant was then invited to present their case.

Each side having been given the opportunity to cross examine and sum up, were thanked for their attendance and left the hearing.

DECIDED: That one or more of the grounds of refusal specified in Section 28(A) (3) and (3A) of the Education (Scotland) Act 1980 existed and that in all the circumstances, it was appropriate to confirm the Education Authority's decision and that the appeal be not upheld. This was agreed by a unanimous decision.