

## Minutes of Meetings of Council, Boards and Panels

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Finance, Resources and Customer Services Policy Board	13 June 2024	Pages 1515-1533
Leadership Board	19 June 2024	Copy to follow
Appointment Board - Head of Education	20 June 2024	Copy to follow
Placing Requests and Exclusions Appeals Panel	27 June 2024	Copy to follow



## Minute of Meeting Council

Date	Time	Venue
Thursday, 09 May 2024	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Provost L Cameron, Convener, presided.

### In Attendance

A Russell, Chief Executive; J O'Neill, Director of Children's Services; G McNeil, Director of Environment, Housing & Infrastructure; A MacArthur, Director of Finance & Resources; A Morrison, Head of Economy & Development, L McIntyre, Head of Policy & Partnerships, L Mahon, Head of Marketing & Communications, B Walker, Programme Director (City Deal & Infrastructure) and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); E Henry, Head of Education, G Lyons, Interim Head of Education and J Trainer, Head of Child Care & Criminal Justice/Chief Social Worker (all Children's Services); C Dalrymple, Head of Facilities & Property Services, L Feely, Head of Housing, G Hannah, Head of Climate, Public Protection & Roads and G Hutton, Head of Operations & Service Development (all Environment, Housing & Infrastructure); C McCourt, Head of Finance & Procurement, M Conaghan, Head of Corporate Governance, P Murray, Head of Digital, Transformation & Customer Services, L Currie, Managing Solicitor (Projects), D Low, Democratic Services Manager and C MacDonald, Senior Committee Services Officer (all Finance & Resources); V Hollows, Chief Executive and F Naylor, Finance, Governance & Business Improvement Director (both OneRen); and C Laverty, Chief Officer

(Renfrewshire Health & Social Care Partnership).

## **Webcasting of Council Meeting**

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

## **Declarations of Interest**

No declarations of interest were intimated prior to the commencement of the meeting.

## **Transparency Statements**

Councillor Mullin indicated that he had a connection to items 11 and 19 by reason of his being employed by the NHS. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Campbell indicated that she had a connection to items 11 and 19 by reason of her being employed by the NHS outwith the Renfrewshire Health and Social Care Partnership area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor McNaughtan indicated that he had a connection to item 14 by reason of his membership of Scottish CND. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Provost L Cameron indicated that she had a connection to item 14 by reason of her membership of CND. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor Nicolson indicated that he had a connection to item 15 by reason of being related to an employee with Quarriers who provided services in care. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Airlie-Nicolson indicated that she had a connection to item 15 by reason of being an employee with Quarriers who provided services in care. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor McDonald indicated that she had a connection to item 15 by reason that a member of her family attended Quarriers who provided services in care. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor Hughes indicated that she had a connection to item 14 by reason of her membership of CND. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor McMillan indicated that he had a connection to item 15 by reason that a member of his family was employed by Quarriers who provided services in care. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Audrey Doig indicated that she had a connection to item 14 by reason of her membership of the Nuclear Free Local Authorities (Scotland) Board. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

## **Order of Business**

In terms of Standing Order 16, the Provost intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering items 10 and 12 together and items 11 and 19 together.

The Provost further ruled that item 15 was not competent in terms of Standing Order 28.

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

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

Council, 29 February 2024

Communities and Housing Policy Board, 12 March 2024

Regulatory Functions Board, 13 March 2024

Education and Children's Services Policy Board, 14 March 2024

Audit, Risk and Scrutiny Board, 18 March 2024

Economy and Regeneration Policy Board, 19 March 2024

Planning and Climate Change Policy Board, 19 March 2024

Infrastructure, Land and Environment Policy Board, 20 March 2024

Personnel Appeals and Applied Conditions of Service Appeals Panel, 21 March 2024

Petitions Board, 25 March 2024

Local Review Body, 26 March 2024

Regulatory Functions Board, 28 March 2024

Finance, Resources and Customer Services Policy Board, 18 April 2024

Placing Requests and Exclusions Appeals Panel, 1 May 2024

Leadership Board, 1 May 2024

Appointment Board - Head of People & Organisational Development, 2 May 2024

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

## 2 **Provost's Update**

The Provost provided an update in relation to the duties she had undertaken since the meeting of the Council held on 4 May 2024.

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

## 3 **Revenue and Capital Budget Update 2024/25**

There was submitted a report by the Director of Finance & Resources providing an update on the Revenue and Capital Budget 2024/25.

The report intimated that on 29 February 2024, the Council had set its revenue budget for 2024/25 and Band D Council Tax level. The Scottish Government had passed the final stage of its 2024/25 budget on 28 February 2024 and the report provided an update to the Revenue Budget 2024/25 following these additional changes. Details of the budget allocation for each service was appended to the report.

**DECIDED:**

(a) That the report, which reflected the impact of decisions taken at the meeting of the Council on 29 February 2024 and changes relating to the final Scottish Budget be noted;

(b) That the update outlined in section 7 of the report in relation to the Paisley Grammar School Community Campus project be noted;

(c) That an increased capital budget of £85.5 million funded through increased Learning Estate Investment Programme (LEIP) funding and additional Council revenue funding of £0.2 million per annum, be agreed; and

(d) That the risk to the suggested funding arrangements until Scottish Ministers formally agreed the LEIP Phase 2 funding position as recommended by the LEIP Board and COSLA be noted.

## 4 **CIPFA Audit Committee Guidance – Self Assessment and Action Plan**

There was submitted a report by the Director of Finance & Resources relative to the self-assessment and action plan arising from the Dargavel Independent Review and the outcome.

The report intimated that in response to the Dargavel Primary School Independent Review and recommendations made by the Council's external auditors, the Council had undertaken a self-assessment of the Audit, Risk & Scrutiny Board against CIPFA's published good practice guide for audit committees. The format of this self-assessment was agreed at the meeting of the Audit, Risk & Scrutiny Committee held on 6 November 2023 and members participated in two development sessions on 19 January and 26 February 2024. The report highlighted the outcome from these

development sessions and identified the required changes to the Council's governance arrangements.

The revised governance documents were attached as appendices 1-4 to the report.

**DECIDED:**

- (a) That the outcome of the self-assessment against the CIPFA guidance for effective Audit Committees and the two development sessions be noted;
- (b) That the Action Plan resulting from the self-assessment against the CIPFA guidance for effective Audit Committees, and the progress made in implementing the actions arising be noted;
- (c) That the proposed revisions to the Terms of Reference for the Audit, Risk & Scrutiny Board be approved;
- (d) That the proposed revisions to the Guidelines for the Operation of the Audit, Risk & Scrutiny Board be approved;
- (e) That the proposed revision to the Role Descriptions for Councillors, Senior Councillors and Leader of the Council be approved; and
- (f) That the proposed revision to the Terms of Reference of the Policy Boards to include "performance" where it had previously been omitted from the general delegations be approved.

## 5 **Council Meetings Timetable and Governance Arrangements**

Under reference to item 11 of the Minute of the meeting of the Council held on 29 September 2022, there was submitted a report by the Director of Finance & Resources relative to a proposed timetable of meetings of the Council and its Boards from January 2025 until May 2027, a copy of which was appended to the report.

The report advised that the Conservative group had intimated that it wished to replace Councillor McGonigle on the Finance, Resources & Customer Services Policy Board with Councillor Leishman and replace Councillor McGonigle on the Investment Review Board with Councillor N Graham. The report also recommended that the Head of Economy & Development Services be appointed as an alternate member on the Bord of AMIDS (Renfrewshire) LLP.

Councillor Nicolson, seconded by Councillor Paterson, moved:

- (a) That the timetable for meetings of the Council and its Boards, including the dates during which there were to be recesses until May 2027 be approved;
- (b) That it be noted that meetings of the Appeals Board and Local Review Body, although timetabled, would be cancelled in consultation with the respective convener, if there was no substantive business;
- (c) That it be agreed that the meeting of the Finance, Resources & Customer Services Policy Board timetabled to be held on 19 September 2024 be changed to 12 September 2024;

(d) That it be agreed that the Renfrewshire Council Joint Negotiating Committee for Teaching Staff would set its meeting dates from January 2025 onwards;

(e) That it be agreed that Councillor Leishman replace Councillor McGonigle on the Finance, Resources & Customer Services Policy Board and that Councillor N Graham replace Councillor McGonigle on the Investment Review Board;

(f) That it be agreed that Alasdair Morrison, Head of Economy & Development, be nominated as an alternate member to the Board of AMIDS (Renfrewshire) LLP as detailed in section 1.10 of the report;

(g) That Councillor J Cameron be replaced by Councillor Hughes on the Renfrewshire Health & Social Care Integration Joint Board;

(h) That Councillor Hughes be replaced on the Economy & Regeneration Policy Board by Councillor Paterson; and

(i) That Councillor Hughes be replaced by Councillor Nicolson on the Communities & Housing Policy Board.

This was agreed unanimously.

**DECIDED:**

(a) That the timetable for meetings of the Council and its Boards, including the dates during which there were to be recesses until May 2027 be approved;

(b) That it be noted that meetings of the Appeals Board and Local Review Body, although timetabled, would be cancelled in consultation with the respective convener, if there was no substantive business;

(c) That it be agreed that the meeting of the Finance, Resources & Customer Services Policy Board timetabled to be held on 19 September 2024 be changed to 12 September 2024;

(d) That it be agreed that the Renfrewshire Council Joint Negotiating Committee for Teaching Staff would set its meeting dates from January 2025 onwards;

(e) That it be agreed that Councillor Leishman replace Councillor McGonigle on the Finance, Resources & Customer Services Policy Board and that Councillor N Graham replace Councillor McGonigle on the Investment Review Board;

(f) That it be agreed that Alasdair Morrison, Head of Economy & Development, be nominated as an alternate member to the Board of AMIDS (Renfrewshire) LLP as detailed in section 1.10 of the report;

(g) That Councillor J Cameron be replaced by Councillor Hughes on the Renfrewshire Health & Social Care Integration Joint Board;

(h) That Councillor Hughes be replaced on the Economy & Regeneration Policy Board by Councillor Paterson; and

(i) That Councillor Hughes be replaced by Councillor Nicolson on the Communities &



Housing Policy Board.

## 6 **Clydeplan/Regional Spatial Strategy – Future Governance Update**

There was submitted a report by the Chief Executive relative to a future governance update for the Clydeplan/Regional Spatial Strategy (G&CVSDPA).

The report sought approval to withdraw from the Glasgow & The Clyde Valley Strategic Development Planning Authority Joint Committee and agreement to transfer responsibility for the preparation of a Regional Spatial Strategy to a new Regional Spatial Planning Sub-committee of the Glasgow City Region Cabinet.

Provost L Cameron, seconded by Councillor Nicolson, moved:

(a) That the recommendation of the G&CVSDPA (Clydeplan) Joint Committee to transfer responsibility for the development of a Regional Spatial Strategy to the Glasgow City Region Cabinet be noted;

(b) That Glasgow City Region Cabinet's approval of the establishment of a new Regional Spatial Planning Sub-committee to oversee the development of a Regional Spatial Strategy be noted;

(c) That it be noted that approval of any future Regional Spatial Strategy, as it affected Renfrewshire, would be a future decision for Renfrewshire Council;

(d) That Renfrewshire Council formally withdraw from the Clydeplan Joint Committee and transfer requisition funding to Glasgow City Council as lead authority for the Glasgow City Region and grant delegated authority to the Head of Corporate Governance, Head of Finance & Procurement and Head of Economy & Development to make any necessary arrangements to carry out that withdrawal;

(e) That it be agreed to participate in the Regional Spatial Planning Sub-committee; and

(f) That it be agreed that Councillor McNaughtan and Councillor Smith be nominated as the Council's representatives on the new Regional Spatial Planning Sub-committee.

Councillor McMillan, seconded by Councillor Ann-Dowling, moved an amendment that at Bullet point 6 replace "Confirm elected members Councillor John McNaughtan and and Councillor Jim Paterson" with "Council will have one elected member from the administration and one elected member from the largest opposition party "

In terms of Standing Order 27, Provost L Cameron and Councillor Nicolson, as mover and seconder of the motion accepted the amendment which was agreed unanimously.

Councillor Nicolson indicated that Councillor Paterson had agreed that he be replaced by Councillor Smith. This was agreed unanimously.

**DECIDED:**

- (a) That the recommendation of the G&CVSDPA (Clydeplan) Joint Committee to transfer responsibility for the development of a Regional Spatial Strategy to the Glasgow City Region Cabinet be noted;
- (b) That Glasgow City Region Cabinet's approval of the establishment of a new Regional Spatial Planning Sub-committee to oversee the development of a Regional Spatial Strategy be noted;
- (c) That it be noted that approval of any future Regional Spatial Strategy, as it affected Renfrewshire, would be a future decision for Renfrewshire Council;
- (d) That Renfrewshire Council formally withdraw from the Clydeplan Joint Committee and transfer requisition funding to Glasgow City Council as lead authority for the Glasgow City Region and grant delegated authority to the Head of Corporate Governance, Head of Finance & Procurement and Head of Economy & Development to make any necessary arrangements to carry out that withdrawal;
- (e) That it be agreed to participate in the Regional Spatial Planning Sub-committee; and
- (f) That it be agreed that Councillor McNaughtan and Councillor Smith be nominated as the Council's representatives on the new Regional Spatial Planning Sub-committee.

## 7 **Notice of Motion 1 by Councillors Devine and Andy Doig**

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

### **"The International Community and Palestinian National Self Determination**

"Renfrewshire Council notes that the state of Israel is a signatory to the UN's International Covenant on Civil and Political Rights, Article One of which supports the right of national self-determination for all peoples.

This Council regrets the UK's recent abstention on the UN Security Council, thereby failing to grant the Palestinian people full UN membership, and applauds the majority of UN members who officially recognize Palestine.

Council accordingly resolves, in solidarity with this objective, to fly the Palestinian flag, on a bi-monthly basis with the Ukrainian flag."

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

Councillor N Graham, seconded by Councillor Leishman, moved as a first amendment that the motion be replaced with "Renfrewshire Council notes the following:

That the State of Israel is a signatory to the United Nations International Covenant on Civil and Political Rights, Article One of which supports the right of national self-determination for all peoples.

That a majority of UN member states voted in favour of officially recognising statehood for the Palestinian people.

That the United Kingdom abstained on this vote.

That the United Kingdom's abstention did not prevent the recognition of a State of Palestine and the granting of full UN membership. The motion was defeated by the United States of America exercising its right to veto."

Councillor McMillan, seconded by Councillor Montgomery, moved as a second amendment to "Keep paragraph 1. (Renfrewshire Council notes that.....).

Paragraph 2 - Replace with Council calls on all parties including international bodies to create the conditions to work towards a political solution which meets the needs of all peoples within the region.

Remove paragraph 3."

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

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

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

25 members having voted for the motion, 5 members having voted for the first amendment and 13 members having abstained, the motion was declared carried.

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

18 members having voted for the second amendment and 25 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED: The International Community and Palestinian National Self Determination**

Renfrewshire Council notes that the state of Israel is a signatory to the UN's

International Covenant on Civil and Political Rights, Article One of which supports the right of national self-determination for all peoples.

This Council regrets the UK's recent abstention on the UN Security Council, thereby failing to grant the Palestinian people full UN membership, and applauds the majority of UN members who officially recognize Palestine.

Council accordingly resolves, in solidarity with this objective, to fly the Palestinian flag, on a bi-monthly basis with the Ukrainian flag.

## 8 **Notice of Motion 2 by Councillors Andy Doig and Hood**

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

### **"Renfrewshire HSCP and Lone Working Policy**

"Renfrewshire Council notes that employees, UNISON, and elected members have raised concerns that the Renfrewshire HSCP is sanctioning lone working by social care staff at night, and that these concerns, contrary to the lone working policy of the Scottish Social Services Council, have not been listened to.

This Council recognizes the primacy of the SSSC guidelines, as a regulatory body for the wider social care profession, and calls on the HSCP to suspend lone working at night pending negotiations with employees and all relevant trade unions to resolve legitimate concerns around health and safety."

Councillors Andy Doig and Hood then moved the motion which was agreed unanimously.

### **DECIDED: Renfrewshire HSCP and Lone Working Policy**

Renfrewshire Council notes that employees, UNISON, and elected members have raised concerns that the Renfrewshire HSCP is sanctioning lone working by social care staff at night, and that these concerns, contrary to the lone working policy of the Scottish Social Services Council, have not been listened to.

This Council recognizes the primacy of the SSSC guidelines, as a regulatory body for the wider social care profession, and calls on the HSCP to suspend lone working at night pending negotiations with employees and all relevant trade unions to resolve legitimate concerns around health and safety.

## 9 **Notice of Motion 3 by Councillors Clark and Davidson**

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

### **"To commend Williamsburgh Primary School on an excellent inspection report**

Renfrewshire Council commends the headteacher and staff of Williamsburgh Primary School on the report from Education Scotland and the Care Inspectorate where the inspection team found that Williamsburgh Primary School has high quality approaches

to learning teaching across the school and nursery. Council notes that this is an exceptional achievement given the school's demographic and recent intake.

Renfrewshire Council echoes the report in its commendations of the highly effective head teacher and the fact that all staff work well together as a team; it further commends the schools strong focus on promoting inclusion and diversity; and acknowledges with approval that the children of Williamsburgh Primary School show respect, care and kindness."

Councillors Clark and Davidson then moved the motion which was agreed unanimously.

**DECIDED: To commend Williamsburgh Primary School on an excellent inspection report**

Renfrewshire Council commends the headteacher and staff of Williamsburgh Primary School on the report from Education Scotland and the Care Inspectorate where the inspection team found that Williamsburgh Primary School has high quality approaches to learning teaching across the school and nursery. Council notes that this is an exceptional achievement given the school's demographic and recent intake.

Renfrewshire Council echoes the report in its commendations of the highly effective head teacher and the fact that all staff work well together as a team; it further commends the schools strong focus on promoting inclusion and diversity; and acknowledges with approval that the children of Williamsburgh Primary School show respect, care and kindness.

Adjournment

The meeting adjourned at 10.58 am and reconvened at 11.12 am.

**10 Notice of Motion 4 by Councillors Ann-Dowling and Davidson and Notice of Motion 6 by Councillors J Cameron and Adam**

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

**"WASPI**

"Council agrees that the process of delivering justice for Renfrewshire WASPI women and their families has been too long, and that justice delayed is justice denied.

Council notes with dismay that despite the publication of the final WASPI report to UK parliament following a five year investigation by the Parliamentary Health Service Ombudsman, the UK Government is showing disrespect not only to WASPI women but to its own watchdog when it refuses to set a date for a compensation announcement.

The Ombudsman's report makes clear that 1950s women have faced pension injustice, that they are entitled to compensation and that Parliament must now identify an appropriate mechanism for redress.

Council agrees to write to DWP minister Paul Maynard and Prime Minister Rishi Sunak to demand Government must act on this urgently and bring forward compensation scheme proposals for debate.””

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

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

**"Waspi (Women Against State Pension Inequality)**

“Council acknowledges the historic injustice resulting in state pension changes for women.

Council supports the WASPI (Women Against State Pension Inequality) women in their demands for compensation, acknowledges the PHSO’s (Parliamentary and Health Service Ombudsman) recommendations and calls on the Secretary of State for Work and Pensions to “act swiftly” on those recommendations and intervene to make sure a compensation scheme is established.

Council agrees to write to Mel Stride MP the Secretary of State for Work and Pensions to establish such a scheme and calls on the Labour Party to commit to the State Pension Age (Compensation) Bill if they were to win an election.””

In terms of Standing Order 27, Councillors Ann-Dowling and Davidson, being the mover and seconder of Notice of Motion 4, accepted Notice of Motion 6 as an addition.

Councillor Leishman, seconded by Councillor McGonigle, moved as an amendment that the motion be deleted and replaced with “Council notes with dismay that despite the publication of the final WASPI report to the UK parliament following a five year investigation by the Parliamentary Health Service Ombudsman, the UK Government is showing disrespect not only to WASPI women but to its own watchdog when it refuses to set a date for a compensation announcement.”

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

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

5 members having voted for the amendment and 38 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED: WASPI**

Council agrees that the process of delivering justice for Renfrewshire WASPI women and their families has been too long, and that justice delayed is justice denied.

Council notes with dismay that despite the publication of the final WASPI report to UK

parliament following a five year investigation by the Parliamentary Health Service Ombudsman, the UK Government is showing disrespect not only to WASPI women but to its own watchdog when it refuses to set a date for a compensation announcement.

The Ombudsman's report makes clear that 1950s women have faced pension injustice, that they are entitled to compensation and that Parliament must now identify an appropriate mechanism for redress.

Council agrees to write to DWP minister Paul Maynard and Prime Minister Rishi Sunak to demand Government must act on this urgently and bring forward compensation scheme proposals for debate.

Council acknowledges the historic injustice resulting in state pension changes for women.

Council supports the WASPI (Women Against State Pension Inequality) women in their demands for compensation, acknowledges the PHSO's (Parliamentary and Health Service Ombudsman) recommendations and calls on the Secretary of State for Work and Pensions to "act swiftly" on those recommendations and intervene to make sure a compensation scheme is established.

Council agrees to write to Mel Stride MP the Secretary of State for Work and Pensions to establish such a scheme and calls on the Labour Party to commit to the State Pension Age (Compensation) Bill if they were to win an election.

## 11 **Notice of Motion 5 by Councillors Ann-Dowling and G Graham and Notice of Motion 13 by Councillors Leishman and N Graham**

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

### **"CASS**

"Council agrees that the recommendations of the Cass Review be implemented in Scotland in full. The Council recognises that as a result of the Cass Review the Sandyford Clinic has now paused all prescribing of puberty blockers to under-18s and believes that NHS Scotland must 'follow the science' on this critical issue.

Renfrewshire Council will write to Education Scotland recommending that they instruct all non-Cass compliant schools' guidance be withdrawn with immediate effect.

In addition, Renfrewshire Council will write to the Cabinet Secretary for Education and Skills Scotland requesting an immediate review of Education Policy in light of the Cass findings."

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

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

### **"The Independent Review of Gender Identity Services for Children and Young People.**

That this Council welcomes the decision by NHS Scotland to pause the prescription of puberty-blockers and cross-sex hormones to children and young persons.

That this Council hopes that the pause will lead to a complete and permanent cessation of the prescription of puberty-blockers and crosssex hormones to gender dysphoric children and young persons. This Council is both saddened and horrified that children have been prescribed these drugs when the long-term impact of them is not yet known.

That this Council hopes that all future therapeutic interventions for gender dysphoric children and young persons will be based on evidence rather than ideology."

In terms of Standing Order 27 Councillors Ann-Dowling and G Graham, being the mover and seconder of Notice Motion 5, did not accept Notice of Motion 13 from Councillors Leishman and N Graham and Notice of Motion 13 then became the amendment.

Councillor Hughes, seconded by Councillor Innes, moved as a second amendment that "Council notes the publication and recommendations of the Cass Review, and the decision of clinicians at the Sandyford Clinic to pause the prescription of puberty blockers while NHS Scotland considers the recommendations of the report.

Council notes that the Scottish Government has committed to considering the findings of the Cass review, and agrees that it is important that this includes the Scottish context and is led by clinical expertise.

Council requests that the Chief Executive write to the Cabinet Secretary for Health and Social Care requesting a timeline for considerations and reporting to Local Authorities and Health Boards."

On the roll being called between Notice of Motion 5 and the first amendment, the following members voted for the first amendment: Councillors N Graham, Gray, Leishman, J MacLaren and McGonigle.

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

The following members abstained: 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.

5 members having voted for the first amendment, 17 members having voted for the motion and 21 members having abstained, the motion was accordingly declared carried.

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

The following members voted for the motion: Councillors Ann-Dowling, Clark,



Davidson, Devine, Andy Doig, Gilmour, Grady, G Graham, N Graham, Gray, Hannigan, Hood, Leishman, J MacLaren, McCulloch, McDonald, McGonigle, McGuire, McMillan, Montgomery, Mullin and Smith.

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

**DECIDED: CASS**

Council agrees that the recommendations of the Cass Review be implemented in Scotland in full. The Council recognises that as a result of the Cass Review the Sandyford Clinic has now paused all prescribing of puberty blockers to under-18s and believes that NHS Scotland must 'follow the science' on this critical issue.

Renfrewshire Council will write to Education Scotland recommending that they instruct all non-Cass compliant schools' guidance be withdrawn with immediate effect.

In addition, Renfrewshire Council will write to the Cabinet Secretary for Education and Skills Scotland requesting an immediate review of Education Policy in light of the Cass findings.

**12 Notice of Motion 7 by Councillors G Graham and Smith**

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

**"Heartstart in Schools**

"Teaching all young people what to do in an emergency, how to perform CPR and instruct an adult what to do, has been shown to dramatically increase survival rates from cardiac arrest. Renfrewshire Council believes this is a life skill every young person should have and instructs officers to liaise with Save a Life for Scotland to roll out delivery of a Heartstart Programme across all Renfrewshire Schools starting in the next academic year."

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

**DECIDED: Heartstart in Schools**

Teaching all young people what to do in an emergency, how to perform CPR and instruct an adult what to do, has been shown to dramatically increase survival rates from cardiac arrest. Renfrewshire Council believes this is a life skill every young person should have and instructs officers to liaise with Save a Life for Scotland to roll out delivery of a Heartstart Programme across all Renfrewshire Schools starting in the next academic year.

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

### 13 **Notice of Motion 8 by Councillors McEwan and Audrey Doig**

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

“Renfrewshire Council re-affirms its previous decision for the cancelling of the renewal of Trident nuclear weapons and calls on both the Labour and Tory Party to withdraw their support for Trident and of it being the bedrock of the UK Defence Policy.

Trident is not and never will be an independent nuclear deterrent as its use is dependent on US foreign policy and permission to deploy.

Renfrewshire Council has agreed and expressed its view that it wants no part in any hosting weapons of mass destruction on the Clyde which would lead to Renfrewshire and Central Scotland being a first strike target in any Warfare.

Renfrewshire and Scotland no longer want to be seen as complicit in maintaining Trident as part of the United States Defence Policy.”

Councillor McEwan, seconded by Councillor Audrey Doig, then moved the motion.

Councillor Leishman, seconded by Councillor McGonigle, moved as a first amendment that the motion be replaced with “The UK’s independent nuclear deterrent, Trident, and its upcoming renewal in 2026, is more vital than ever.

This Council acknowledges that the current state of global politics is more volatile than it has been since the end of the Cold War. This Council acknowledges the harsh reality that the UK requires strong military capabilities including a nuclear arsenal for the protection of its citizens. This Council notes that Trident’s primary purpose is to deter aggression from potential enemies; its secondary purpose is retaliation in the event of attack.

The UK’s nuclear deterrent is entirely under the command and control of the UK government. No foreign power, including the USA, can intervene in its use or non-use.”

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

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

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

5 members having voted for the first amendment, 24 members having voted for the motion, and 13 members having abstained, the motion was accordingly declared carried.

Councillor Smith, seconded by Councillor Davidson, moved as a second amendment that the motion be replaced with “Council recognises that the only way to achieve meaningful reductions in nuclear warheads is through international negotiations. Therefore, council voices its support for multilateral disarmament.

Reflecting on the current international climate, council does not believe that unilateral disarmament will stabilise current tensions between democratic countries and authoritarian regimes with nuclear capabilities, such as Russia and North Korea.”

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

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

18 members having voted for the second amendment and 24 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** Renfrewshire Council re-affirms its previous decision for the cancelling of the renewal of Trident nuclear weapons and calls on both the Labour and Tory Party to withdraw their support for Trident and of it being the bedrock of the UK Defence Policy.

Trident is not and never will be an independent nuclear deterrent as its use is dependent on US foreign policy and permission to deploy.

Renfrewshire Council has agreed and expressed its view that it wants no part in any hosting weapons of mass destruction on the Clyde which would lead to Renfrewshire and Central Scotland being a first strike target in any Warfare.

Renfrewshire and Scotland no longer want to be seen as complicit in maintaining Trident as part of the United States Defence Policy.

#### 14 **Notice of Motion 9 by Councillors McMillan and Ann-Dowling**

There was submitted a Notice of Motion by Councillors McMillan and Ann-Dowling which Provost Cameron ruled was not competent in terms of Standing Order 28.

#### 15 **Notice of Motion 10 by Councillors Smith and McMillan**

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

##### **"Net Zero**

“Council is disappointed in the Scottish Government’s abandonment of the 2030

emission reduction target. Council agrees that this latest setback in progress towards Net Zero greatly damages Scotland's reputation internationally for being committed to tackling climate change.

Council notes that the Chief Executive of Climate Change Committee commented that the Scottish Government had not set out a credible path to reach its own emissions targets. Therefore, council instructs the Chief Executive to write to the Cabinet Secretary for Net Zero asking that the guidance on emissions reporting for local government be delivered as soon as possible."

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

Councillor Paterson, seconded by Councillor MacFarlane, moved as an amendment that the motion be replaced with "Council notes that the UK-wide Climate Change Committee's recent articulation that the 2030 target for emissions reduction is not achievable.

Council welcomes and recognises the fact that the Scottish Government is reaching a halfway target of achieving Net Zero and further welcomes the Scottish Government's ongoing commitment to ending our contribution to global emissions by 2045 at the latest.

Council further welcomes the Scottish Governments commitment to bring forward legislation that will ensure that the legislative framework better reflects long term policy making.

Council notes with concern the recent Labour Party U-turn on their climate pledges including abandonment of their £28 billion a year green investment pledge which highlights Labour and are not serious about tackling the climate emergency.

Council instructs the Chief Executive to write to the Cabinet Secretary for Net Zero asking them to reaffirm their commitment to achieving Net Zero by 2045 and for guidance on emissions reporting for local government to be delivered as soon as practically possible."

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

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

21 members voted for the amendment and 21 members voted for the motion. There being an equality of votes, the Provost used her second and casting vote in favour of the amendment.

**DECIDED:** Council notes that the UK-wide Climate Change Committee's recent articulation that the 2030 target for emissions reduction is not achievable.

Council welcomes and recognises the fact that the Scottish Government is reaching a halfway target of achieving Net Zero and further welcomes the Scottish Government's

ongoing commitment to ending our contribution to global emissions by 2045 at the latest.

Council further welcomes the Scottish Governments commitment to bring forward legislation that will ensure that the legislative framework better reflects long term policy making.

Council notes with concern the recent Labour Party U-turn on their climate pledges including abandonment of their £28 billion a year green investment pledge which highlights Labour and are not serious about tackling the climate emergency.

Council instructs the Chief Executive to write to the Cabinet Secretary for Net Zero asking them to reaffirm their commitment to achieving Net Zero by 2045 and for guidance on emissions reporting for local government to be delivered as soon as practically possible.

## 16 **Notice of Motion 11 by Councillors McMillan and Clark**

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

### **"Paisley Daily Express**

"Council congratulates the Paisley Daily Express in reaching the milestone of being 150 years old this year."

Councillors McMillan and Clark then moved the motion which was agreed unanimously.

### **DECIDED: Paisley Daily Express**

Council congratulates the Paisley Daily Express in reaching the milestone of being 150 years old this year.

## 17 **Notice of Motion 12 by Councillors Innes and Audrey Doig**

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

### **"Lights at Tweedie Hall**

"Council welcomes the installation of LED lighting around the Tweedie Hall in Linwood and understands that this will make Linwood better equipped to celebrate events and raise awareness of causes throughout the year.

Council notes that the campaign to raise awareness of water safety by William McNally's family was the inspiration for the installation of the LED lights.

Council thanks the family of William McNally for continuing to raise awareness of Water Safety on our rivers in Renfrewshire.

Further notes that an event will be held this summer where the lights will be

illuminated for the first time and will shine blue for World Drowning Prevention Day alongside other Renfrewshire landmarks.””

Councillors Innes and Audrey Doig then moved the motion which was agreed unanimously.

**DECIDED:** Lights at Tweedie Hall

Council welcomes the installation of LED lighting around the Tweedie Hall in Linwood and understands that this will make Linwood better equipped to celebrate events and raise awareness of causes throughout the year.

Council notes that the campaign to raise awareness of water safety by William McNally's family was the inspiration for the installation of the LED lights.

Council thanks the family of William McNally for continuing to raise awareness of Water Safety on our rivers in Renfrewshire.

Further notes that an event will be held this summer where the lights will be illuminated for the first time and will shine blue for World Drowning Prevention Day alongside other Renfrewshire landmarks.

**18 Notice of Motion 14 by Councillors Leishman and N Graham**

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

"The Hate Crime and Public Order (Scotland) Act 2021

“That this Council agrees to write to the Scottish Government to press for the repeal of this legislation.

That this Council believes that pre-existing legislation on hate crime was fair and proportionate.

That this Council notes the statement from the Scottish Police Federation saying that Police Scotland cannot cope with the demand and that it will impact on policing services across the communities of Scotland.”

Councillor J Cameron, seconded by Councillor Nicolson, moved as an amendment that the motion be replaced with “The Hate Crime and Public Order (Scotland) Act 2021 has consolidated, modernised, and extended existing hate crime legislation ensuring it is fit for the 21st Century.

Crimes which are hate based are a daily reality for people who have protected characteristics. This legislation sends a strong message that offences motivated by prejudice will not be tolerated in Scotland.

The Scottish justice system including the Police, have been active regarding hate offences for decades. This Council has full faith in Police Scotland to deal with any vexatious complaints and in applying the criminal threshold sensibly and appropriately.”

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

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

The following members abstained: Councillors Ann-Dowling, Clark, Davidson, Andy Doig, Gilmour, Grady, G Graham, McCulloch, McDonald, McGuire, McMilian, Montgomery, Mullin and Smith.

21 members having voted for the amendment, 7 members having voted for the motion and 14 members having abstained, the amendment was accordingly declared carried.

**DECIDED:** The Hate Crime and Public Order (Scotland) Act 2021 has consolidated, modernised, and extended existing hate crime legislation ensuring it is fit for the 21st Century.

Crimes which are hate based are a daily reality for people who have protected characteristics. This legislation sends a strong message that offences motivated by prejudice will not be tolerated in Scotland.

The Scottish justice system including the Police, have been active regarding hate offences for decades. This Council has full faith in Police Scotland to deal with any vexatious complaints and in applying the criminal threshold sensibly and appropriately.





## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 15 May 2024	09:30	Microsoft Teams Meeting,

**Present:** Councillor Stephen Burns, Councillor Graeme Clark, Ms Sarah Smith

#### Chair

Councillor Burns, Convener, presided.

#### In Attendance

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

#### Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements 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.

#### Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering items 2(g) and 2(h) of the agenda together.

## 1 Gryffe High School

Consideration was given to eight 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. L Mitchell, Senior Solicitor (Litigation & Advice) (Finance & Resources) and K Christie, Headteacher of Gryffe High School and A Gallagher, Operations Manager (both 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 2024/02, 2024/03, 2024/04, 2024/05, 2024/07, 2024/08 and 2024/09.

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

L Mitchell 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 individually to present their case to the Panel.

### 2(a) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/02**

The Education Authority representatives were invited back into the meeting, together with the appellant in relation to appeal 2024/02 who 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.

### 2(b) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/03**

The Education Authority representatives were invited back into the meeting, together with the appellant in relation to appeal 2024/03 who 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 consideration of the appeal be continued to a future meeting, with a Panel consisting of the same members, to allow further evidence to be presented. This was agreed unanimously.

2(c) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/04**

The Education Authority representatives were invited back into the meeting, together with the appellants in relation to appeal 2024/04 who 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.

2(d) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/05**

The Education Authority representatives were invited back into the meeting, together with the appellant in relation to appeal 2024/05 who 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.

2(e) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/06**

The Education Authority representatives were invited back into the meeting. The appellant in relation to appeal 2024/06 was not in attendance.

It was proposed that consideration of the appeal be continued to a future meeting to allow the appellant a further opportunity to present their appeal. This was agreed unanimously.

**DECIDED:** That consideration of the appeal be continued to a future meeting of the Panel.

2(f) **Gryffe High School: Appeal against refusal of a Placing Request - 2024/07**

The Education Authority representatives were invited back into the meeting, together with the appellant in relation to appeal 2024/07 who 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.

2(g) **Gryffe High School: Appeal against refusal of a Placing Requests - 2024/08 and 2024/09**

The Education Authority representatives were invited back into the meeting, together with the appellant in relation to appeals 2024/08 and 2024/09.

The appellant was asked to confirm that they were content with appeals 2024/08 and 2024/09 being considered together, to which they agreed. They 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.

3 **St Andrew's Academy: Appeal against refusal of a Placing Request - 2024/01**

Consideration was given to an appeal against the refusal of a placing request for S1 at St Andrew's Academy.

All participants had been invited to attend virtually by means of MS Teams. L Mitchell, Senior Solicitor (Litigation & Advice) (Finance & Resources), and A Gallagher, Resource Manager (Children's Services), both representing the Education Authority, were in attendance.

The appellant in relation to appeal St Andrew's 2024/01, was also in attendance.

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

L Mitchell then presented the case for the Education Authority and led evidence from 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 unanimously.



## Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 20 May 2024	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jennifer Adam, Councillor Chris Gilmour, Councillor John Gray, Councillor Lisa-Marie Hughes, Councillor Robert Innes, Councillor James MacLaren, Councillor Janis McDonald, Councillor Ben Smith

### Chair

Councillor McDonald, Depute Convener, presided.

### In Attendance

A MacArthur, Director of Finance & Resources; A Morrison, Head of Economy & Development, L McIntyre, Head of Policy & Partnerships, L Fingland, Service Planning & Policy Development Manager, R Smith, Climate Emergency Lead Officer and Lead Officer for Neighbour Disputes and L McGuinness, Strategic Communications Business Partner (all Chief Executive's); C Dalrymple, Head of Facilities & Property Services, G Hannah, Head of Climate Change, Public Protection & Roads and G Hutton, Head of Operations & Service Development (all Environment, Housing & Infrastructure); J Trainer, Head of Child Care & Criminal Justice (Children's Services); C McCourt, Head of Finance & Procurement, P Murray, Head of Digital, Customer & Transformation Services, A McMahon, Chief Auditor, K Campbell, Assistant Chief Auditor, K Locke, Risk Manager, R Barnes, Financial & Corporate Administrative Support Manager, C Fraser, Security & Compliance Manager, P Feeney, Architecture & Technology Manager, C MacDonald, Senior Committee Services Officer and D Cunningham, Committee Services & Licensing Officer (all Finance & Resources); and M Tokley, Operations & Estate Director (OneRen).

### Also in Attendance

A Kolodziej, Senior Manager, Azets.

## **Webcasting of Meeting**

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

## **Apology**

Councillor Andy Doig.

## **Declarations of Interest and Transparency Statements**

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

### **1 Summary of Internal Audit Reports for period 01 January to 13 May 2024**

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

The appendix to the report detailed the category of assurance, service assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 January to 13 May 2024.

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, provision of Internal Audit services to the associated bodies for which Renfrewshire Council was the lead authority and to OneRen and Renfrewshire Health & Social Care Integration Joint Board, co-ordination of the Council's Corporate Risk Management activity and management of the Counter Fraud, Risk Management and Insurance team.

**DECIDED:** That the summary of Internal Audit reports finalised during the period 1 January to 13 May 2024 be noted.

### **2 Summary of Internal Audit Activity in Partner Organisations April 2023 to April 2024**

There was submitted a report by the Chief Auditor relative to the outcomes of audits undertaken in partner organisations.



The report advised that Members of the Board had expressed an interest in the outcomes of audits undertaken in partner organisations and a revision to the Audit Risk & Scrutiny Board's Terms of Reference, to facilitate this, was agreed at Council on 9 May 2024.

The report provided members with a summary of the internal audit arrangements within each partner body and a summary of the internal audit activity from April 2023 to April 2024.

**DECIDED:**

(a) That the audit arrangements for each partner organisation be noted; and

(b) That the content of the audit reports and audit summaries that had been considered by the partner bodies be noted.

### 3 **Unaudited Annual Governance Statement 2023/24**

There was submitted a report by the Director of Finance & Resources relative to the Annual Governance Statement for 2023/24, a copy of which was appended to the report.

The Annual Governance Statement for 2023/24 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 unaudited Annual Governance Statement 2023/24 would be included in the Unaudited Accounts for 2023/24.

### 4 **Internal Audit Annual Report 2023/24**

There was submitted a report by the Chief Auditor 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 2023/24 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.

## 5 **Development Programme for Audit, Risk and Scrutiny Board Members**

There was submitted a report by the Chief Auditor relative to a development programme for members of the Audit, Risk & Scrutiny Board.

The report advised that the national guidance produced by the Chartered Institute of Public Finance and Accountancy (CIPFA) on the implementation of Audit Committee Principles in Scottish Local Authorities recommended that training on audit, risk and governance related matters was provided to members of the Audit, Risk & Scrutiny Board.

The report noted that the training programme, which was detailed at Appendix 1 to the report, had been agreed at the meeting of the Audit, Risk & Scrutiny Board held on 18 March 2024. Having further considered how best to effectively deliver this programme, the report proposed that the topics on the programme be covered at Audit, Risk & Scrutiny Board development sessions to be held outwith meetings of the Board.

**DECIDED:** That it be agreed that the training and development programme, as outlined within the appendix to the report, be delivered at member development sessions with the dates for those sessions being agreed separately.

## 6 **Actions Monitoring Report - Dargavel Primary School**

There was submitted a monitoring report by the Chief Executive relative to Dargavel Primary School.

The report advised that following the findings of an independent review into the circumstances of the errors in planning and delivery of primary school provision in the Dargavel area, an action plan was developed detailing the Council's response with a commitment that updates on the plan would be provided to the Audit, Risk & Scrutiny Board going forward.

Appendix 1 provided an update on open actions related to the Bowles independent review report, the Accounts Commission S.102 report, and the actions related to the report of the Cross-Party Working Group. Appendix 2 detailed a summary of all completed actions from each of the three reviews.

**DECIDED:**

(a) That the update provided in Appendix 1 in relation to the Council's response actions to the independent review and S.102 report be noted; and

(b) That the completed actions provided in Appendix 2 be noted.

## 7 **Local Government Benchmarking Framework 2022/23**

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 2022/23, in addition to 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 2022/23 Local Government Benchmarking Framework (LGBF) performance data for all Scottish local authorities in February 2024. 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. It was noted that the Improvement Service had changed their approach to publishing LGBF data; previously there was a large release of data at the start of each calendar year, and one update later in the year when data relating to children's services became available. Under the new arrangements, a suite of 64 indicators was published in December 2023 and a further 16 in February 2024. Publication is on a monthly basis.

The report provided an overview of Renfrewshire's performance in relation to the LGBF for 2022/23, in addition to outlining the wider context and trends for local authorities across Scotland. Appendix 1 to the report outlined Renfrewshire's performance across the 80 indicators for which data was currently available and provided a comparison with the two previous years and with the relevant family group of local authorities.

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

## 8 **Risk Report May 2024**

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 2024.

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 or imminent strategic risks; longer-term significant corporate risks; details of service risks; and assurance levels for 'business as usual' risks.

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

## 9 **Risk Management Annual Report 2023/24**

There was submitted a report by the Director of Finance & Resources relative to corporate risk management activity which took place during 2023/24 in relation to the Council's risk management arrangements and strategic risk management objectives. A copy of the Risk Management Annual Report for 2023/24 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' 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 2023/24 and significant contribution that it made with regard to the Council's corporate governance arrangements be noted.

## 10 **Audit, Risk & Scrutiny Board Annual Report 2023/24**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2023/24 Annual Report

The Annual Report was prepared in terms of the Chartered Institute of Public Finance and Accountancy (CIPFA) best practice guidance and the Council's Code of Corporate Governance. It highlighted the issues considered by the Board during the period 1 August 2023 to 31 March 2024 and provided an overview of the Audit, Risk & Scrutiny Board's activity and a summary of key developments. The report set out how the Board had fulfilled its remit and provided assurances to the Council.

The report advised that due to the reporting period changing, the annual report had a reduced reporting period and only covered seven months of activity.

The report noted that CIPFA had issued an updated guidance note entitled Audit Committees Practical Guidance for Local Authorities and Police 2022 Edition, which incorporated CIPFA's Position Statement: Audit Committees in Local Authorities and Police which included the production of an annual report on the performance of the Audit Board against its remit for submission to the Council and a copy of the Council report was attached as an appendix to the report.

### **DECIDED:**

(a) That the Audit, Risk & Scrutiny Board Annual Report 2023/24 be noted; and

(b) That it be agreed that the report be submitted to the next meeting of the Council to be held on 27 June 2024, in line with best practice guidance.

## 11 **Audit, Risk & Scrutiny Board Annual Programme 2023/24 - 2024/25**

There was submitted a report by the Director of Finance & Resources relative to the Board's Annual Programme 2023/24 and 2024/25.

The report advised that the Annual Programme was prepared in terms of the Chartered Institute of Public Finance and Accountancy (CIPFA) best practice guidance and covered the period 1 August 2023 to 31 March 2024. It was noted that the reporting dates for this annual report had changed and the annual reporting period would now be 1 April to 31 March.

Section 5 of the report outlined the proposals put forward at the development sessions held on 19 January and 26 February 2024, and the informal session on 29 April 2024. The report highlighted the issues encountered throughout the year and provided progress update on the Annual Programme for 2023/24 and detailed the proposals for the Programme of Reviews for 2024/25 at Section 6 of the report.

**DECIDED:**

(a) That it be agreed that the Reviews detailed at Paragraph 6 in the report form the basis for the Board's 2024/25 Annual Programme of Reviews; and

(b) That the proposals outlined within Section 5 of the report be agreed.

## 12 **Neighbour Disputes - Lead Officer Roz Smith**

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

The report advised that the review had initially been focusing on Category B and C antisocial behaviour and neighbour nuisance complaints. In the course of the review, a focus on Category D incidents (classed as estate management) had emerged. These incidents related to issues including dog fouling, waste, communal spaces and other common issues that could lead to neighbour disputes, or escalate tensions. As a consequence, a need was identified for a focus on this area of complaints in order to explore in further detail and identify and optimise opportunities for early intervention. An updated timescale was included in Section 4 within the report for approval, in order to allow time for this deeper exploration to take place.

**DECIDED:**

(a) That the progress contained within the report be noted; and

(b) That the updated timescale as outlined in Section 4 of the report be approved.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there could be disclosure to them of exempt information as defined in paragraphs 1 and 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## 13 **Summary of Internal Audit Investigation Reports for period 01 January to 30 April 2024**

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 the internal audit investigations/reviews.

**DECIDED**: That the summary of Internal Audit Investigations/Reviews finalised during the period 1 January to 30 April 2024 be noted.

## 14 **Cyber Security**

The Head of Digital Transformation & Customer Services gave a presentation on Cyber Security.

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

## **Valedictory**

The Depute Convener advised that this was the last meeting of the Audit, Risk & Scrutiny Board. Andrea McMahon, Chief Auditor would attend before her retirement and took the opportunity to thank her for her professionalism and, specifically the impartial help, support and advice she had provided during her employment with Renfrewshire Council. Other elected members echoed the sentiments expressed by the Depute Convener.

## Minute of Meeting

### Appointment Board - Head of Education, Learning Estate and Resources

Date	Time	Venue
Tuesday, 21 May 2024	10:00	MS Teams,

**Present:** Councillor Jacqueline Cameron, Councillor Gillian Graham, Councillor Lisa-Marie Hughes, Councillor Alec Leishman, Councillor Iain Nicolson

#### Chair

Councillor Nicolson, Convener, Presided.

#### In Attendance

J O'Neill, Director of Children's Services and R Laouadi, HR Manager (Finance & Resources).

#### Apology

Councillor Paterson.

#### Declarations of Interest and Transparency Statements

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

#### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Head of Education, Learning Estate and Resources**

There were submitted copies of the forms of application for the candidates for the post of Head of Education, Learning Estate and Resources. The Board considered the applications in detail and agreed that the recruitment process be paused and restarted after the summer recess, with the existing 17 applicants not requiring to re-apply as they would automatically be considered.

**DECIDED:** That the recruitment process for the post of Head of Education, Learning Estate and Resources be paused and restarted after the summer recess.



## Minute of Meeting

### Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 21 May 2024	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jacqueline Cameron, Councillor Gillian Graham, Councillor John Hood, Councillor Robert Innes, Councillor Alec Leishman, Councillor Kenny MacLaren, Councillor Mags MacLaren, Councillor Colin McCulloch, Councillor Cathy McEwan, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Emma Rodden

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; L McIntyre, Head of Policy & Partnerships, A Armstrong Walter, Strategic Partnership & Inequalities Manager, A Williamson, Strategy & Place Manager, K Dalrymple, Development Plans & Housing Strategy Team Leader (all Chief Executive's); D Wilson, Criminal Justice Services Manager (Children's Services); C Dalrymple, Head of Facilities & Property Services, L Feeley, Head of Housing Services, G Hannah, Head of Climate, Public Protection & Roads, G Heaney, Climate & Public Protection Manager, C Hunter, Environmental Health Public Health Manager, T Irvine, Homeless & Housing Support Services Manager, M MacRury, Housing Newbuild Programme Manager, R Marshall, Environmental Health Business Regulation Manager, I McKinnon, Housing Investment Programme Manager, G Darbyshire, Senior Service Development Manager. J Murdoch, Housing Regeneration Manager, C Robertson, Warden Services Manager, K Sillars, Housing Asset & Investment Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Environment, Housing & Infrastructure); and J Kilpatrick, Finance Business Partner, R Devine Senior Committee Services Officer and D Cunningham, Committee Services & Licensing 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 on the Council's internet site.

## Apologies

Councillors G Graham and McDonald.

## Transparency Statements

Councillor McMillan indicated that he had a connection to item 2 by reason of his membership of the committee of Thorn Athletic whose premises were the location for one of the consultation events being held in connection with the Howwood Road Area Phase 1 project. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

## Declarations of Interest

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

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

There was submitted the Minute of the meeting of the Sub-committee held on 12 March 2024, a copy of which forms the Appendix to this Minute.

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

### 2 Service Update Report

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

Updates were provided in respect of housing services, public protection, community development and justice social work activities detailing specific projects and recent changes within each service area.

The report highlighted amongst other things the decision taken by the Head of Housing Services, in consultation with the Convener, to accept Scottish Government grant funding to support the delivery of new build housing in both Howwood Road and Gallowhill West, as well as Scottish Government grant funding from the Ukrainian Long Term Resettlement Fund, which required to be homologated by the Board.

**DECIDED:**

(a) That the decision of the Head of Housing Services, in consultation with the Convener of this Policy Board, to accept Scottish Government grant funding of £10,022,083 and £9,630,795 for the housing regeneration projects at Howwood Road

and Gallowhill West subject to compliance with the relevant grant conditions be homologated;

(b) That it be noted that Scottish Government grant funding had been accepted to support current and historic housing regeneration projects;

(c) That the decision of the Head of Housing Services, in consultation with the Convener of this Policy Board, to accept grant funding of £159,956 from the Scottish Government 'Ukrainian Long Term Resettlement Fund', which covered the repairs and furnishing costs for 20 'Last in the Block' properties which had now been let to Ukrainian Displaced Persons, be homologated; and

(d) That otherwise the report be noted.

### 3 **Service Improvement Plan 2023/26 - Outturn Report**

Under reference to item 4 of the Minute of the meeting of this Policy Board held on 16 May 2023, there was submitted a report by the Director of Environment, Housing & Infrastructure relative to performance to deliver the Environment, Housing & Infrastructure Service Improvement Plan 2023/26 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2023/26 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

#### **DECIDED:**

(a) That the report be noted;

(b) That the progress, to date, on delivering the actions contained within the Environment, Housing & Infrastructure - Service Improvement Plan 2023/26 be noted; and

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

### 4 **Environment, Housing & Infrastructure Service Improvement Plan 2024/27**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment, Housing & Infrastructure Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 2024.

**DECIDED:**

(a) That the Environment, Housing & Infrastructure Service Improvement Plan 2024/27, a copy of which was appended to the report, be approved; and

(b) That it be noted that mid-year progress with the Service Improvement Plan, with updates to the actions and performance indicators, would be submitted to this Policy Board in autumn 2024.

## 5 **Environment, Housing and Infrastructure Annual Health and Safety Report (2023/24) and Plan (2024/25)**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment, Housing & Infrastructure Annual Health & Safety report 2023/24 and the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25.

The Environment, Housing & Infrastructure Annual Health & Safety report 2023/24 was attached as Appendix 1 of the report, while a copy of the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health & Wellbeing Plan, a key priority within the Council's People Strategy 2021/26, promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The report summarised the approach within the Environment, Housing & Infrastructure Service to health and safety, with the Annual Health & Safety Report 2023/24 detailing activity during 2023/24 and the Annual Health & Safety Plan 2024/25 outlining arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety.

**DECIDED:**

(a) That the activity within areas in the remit of this Policy Board contained in the Environment, Housing & Infrastructure Health & Safety report 2023/24, attached as Appendix 1 of the report, be approved;

(b) That the activity within areas in the remit of this Policy Board contained in the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25, attached as Appendix 2 of the report, be approved; and

(c) That it be noted that the Environment, Housing & Infrastructure Annual Health & Safety report 2023/24 and the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25 would be submitted to future meetings of the Infrastructure, Land & Environment Policy Board and the Finance, Resources & Customer Services Policy Board to seek approval of those elements within the report and Plan which were within the remits of those Boards.

## 6 **Homelessness in Renfrewshire – Update**

Under reference to item 6 of the Minute of the meeting of this Policy Board held on 16 January 2024, there was submitted a report by the Director of Environment, Housing

& Infrastructure relative to homelessness in Renfrewshire and providing an overview of progress in terms of implementation of the Rapid Rehousing Transition Plan 2019/24 (RRTP).

The report provided updated details on the nature and scale of homelessness in Renfrewshire and the current and emerging pressures, making reference to the impact of the COVID recovery years, pressures arising from the cost-of-living crisis, the impact of the migration and asylum humanitarian programmes, a slowing down in the turnover rate of social rented housing and the impact in Renfrewshire since the suspension, in December 2022, of the 'local connection' criteria for homeless applicants. It was noted that local authorities across Scotland were experiencing significant pressures in meeting demand for social housing and there was clear evidence nationally of rising homeless presentations, record numbers in temporary accommodation and increasing waiting times for those in housing need. Renfrewshire continued to experience increasing homelessness and local housing pressures, although Renfrewshire was not currently at risk of 'systemic failure', as some other local authorities were, there was less resilience across the system and it was anticipated Renfrewshire would continue to struggle to provide both temporary and permanent accommodation for those in housing need, in line with statutory duties. A summary of the actions taken locally to respond to the emerging homeless/housing support pressures was provided.

Reference was also made within the report to the new Housing (Scotland) Bill 2024, published at the end of March 2024, which aimed to, amongst other things, help prevent homelessness. It was proposed that the Housing (Scotland) Bill would introduce an 'ask and act' duty on public bodies, such as health boards, Police Scotland and Registered Social Landlords to ask about a person's housing situation and act to avoid them becoming homeless wherever possible. The Bill sought to reform provision for people threatened with homelessness up to six months ahead of settled accommodation being likely to be lost. It was highlighted that there was a degree of concern that the proposed provisions might lead to an increase in referrals or approaches for help, advice, information and temporary accommodation to local authorities homeless teams. The provisions were currently subject to public consultation and scrutiny by the Scottish Parliament, along with other areas covered by the Bill including proposals for provisions for tenants experiencing domestic abuse and a New Deal for Tenants which included long term rent controls for private tenancies. It was noted that a further report on the Housing Bill proposals and consultation would be submitted to a future meeting of this Policy Board for consideration.

The report stated that Renfrewshire's Rapid Rehousing Transition Plan (RRTP) had been effective in supporting the provision of adequate temporary accommodation, increasing the number of lets to homeless in order to meet needs, providing assistance to help new tenants resettle, and upscaling the provision of wraparound support initiatives. It was highlighted that a funding announcement for RRTP's in 2024/25 had been made by the Scottish Government awarding £190,000 to Renfrewshire which was in line with what had been received in the previous five-year period and facilitate the continuation of the key initiatives detailed within Renfrewshire's RRTP, as well as focussed resettlement assistance for those moving out of temporary accommodation and the deployment of Say Women, the Council's delivery partner in an innovative project to support young women who had been subjected to sexual violence and were at risk of homelessness. A report on progress in terms of implementation of Renfrewshire's RRTP would be submitted to a future meeting of this Policy Board.

**DECIDED:**

(a) That the continuing local and national pressures that were resulting in an increase in homeless applications and demand for housing support and the impacts these increases were currently having and might have in the future be noted; and

(b) That it be noted that reports on the provisions within the new Housing (Scotland) Bill 2024 and the associated public consultation, and implementation of Renfrewshire's Rapid Rehousing Transition Plan would be submitted to the next meeting of this Policy Board.

## 7 **Renfrewshire Council Scheme of Assistance for Private Homeowners**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to Renfrewshire Council's Scheme of Assistance for private homeowners.

The report advised that the Scheme had last been reviewed during 2018, an updated Scheme of Assistance had been developed and was submitted for consideration. The main proposed changes to the Scheme included amendments to reflect a previous decision taken by this Policy Board that the grant level to owners in mixed tenure blocks in Housing Regeneration Areas be increased and an extension of the Missing Shares Pilot to include all tenement property types. It was highlighted that the proposed changes would strengthen the support available through the Scheme of Assistance for private homeowners to meet the objectives of the Council and partners as set out within the Renfrewshire Local Housing Strategy 2023/28 which included improving housing conditions and increasing the energy efficiency of the housing stock.

**DECIDED:** That the updated Renfrewshire Council Scheme of Assistance for Private Homeowners as set out in Appendix 1 of the report, including the extension of the Missing Shares Pilot scheme to all tenement property types, be approved.

## 8 **Private Sector Housing Investment Programme 2024/25**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Private Sector Housing Investment Programme 2024/25.

The report referred to the decision taken at the meeting of the Council held on 29 February 2024 when funding provision for Capital and Revenue Private Sector Housing Grant expenditure for 2024/25 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 2024/25 to support owner participation on a range of programmes. A copy of the Private Sector Housing Grant Investment Programme 2024/245 was appended to the report.

**DECIDED:** That the Private Sector Housing Grant Investment Programme 2024/25, as set out in Appendix 1 of the report, be approved.

## 9 **Scottish Housing Regulator Engagement Plan 2024/25**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Scottish Housing Regulator's Engagement Plan 2024/25 (the Plan).

The report advised that the Plan focused on service provision by Councils for people who were homeless and compliance with electrical testing and smoke detection installation. A copy of the Plan was appended to the report. The Plan indicated that during 2023/24 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 Scottish Housing Regulator (SHR) proposed to engage with all local authorities during 2024/25, focusing on the provision of appropriate temporary accommodation.

The Council had also advised the SHR that a number of properties did not fully comply with electrical safety and fire detection requirements, which had come into force in early 2022 and formed part of the Scottish Housing Quality Standard, but that inspections were progressing to provide Electrical Installation Condition Reports and to install integrated smoke and heat alarms in all Council properties. The SHR had requested that the Council advise if there were any emerging issues preventing the Service from fulfilling its statutory duty to provide temporary accommodation when it should and from complying with the Unsuitable Accommodation Order and that the Council send monthly updates to the SHR on progress in terms of achieving compliance with electrical safety and fire detection requirements. Arrangements would be made to provide similar progress updates to future meetings of this Policy Board. Like all other Local Authorities and Registered Social Landlords (RSLs) the Council required to notify the SHR 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.

The SHR had advised of the intention to visit Renfrewshire, along with a number of other local authorities and RSLs, to discuss the approach adopted in compiling the Annual Assurance Statement. By way of an update members were informed that the compliance visit to Renfrewshire had been undertaken by the SHR during week commencing 13 May 2024.

**DECIDED:** That the content of the Scottish Housing Regulator's Engagement Plan 2024/25 for Renfrewshire Council, a copy of which was attached as Appendix 1 of the report, be noted.

## 10 **Consultation on a New Social Housing Net Zero Standard in Scotland**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the consultation exercise undertaken by the Scottish Government in connection with the proposed introduction of the Social Housing Net Zero Standard (SHNZS) to replace the second Energy Efficiency Standard for Social

## Housing (ESSH2).

The report advised that the SHNZS was designed to reduce the space heating demand of existing social housing in Scotland by 2033, and to replace fossil fuel heating systems with a clean heating alternative, by a backstop of 2045. Space heating demand reduction was required to assist with successfully implementing clean heating systems, such as heat pumps, modern storage, and heat networks. Clean heating fuel, electricity, was currently more expensive than fossil fuels and there would be potential to exacerbate fuel poverty if some space heating demand reduction was not required. Full details of the proposals in terms of the reduced space heating demand levels were provided within the report. The Scottish Government aimed to finalise the SHNZS later in 2024, and for it to be introduced during 2025. It was noted that the Housing Regulator would then incorporate the space heating demand and targets for clean heating installs, as part of the Annual Return on the Charter (ARC) and engage with social landlords on the Charter indicators needed for reporting performance against the standard. It was yet to be determined when this data would form part of the ARC submission.

The consultation response prepared and submitted prior to the deadline, on behalf of Renfrewshire Council, a copy of which was appended to the report, was broadly in favour with the proposals as set out within the consultation document.

**DECIDED:** That the consultation response in relation to the Social Housing Net Zero Standard, submitted on behalf of Renfrewshire Council, a copy of which was attached as Appendix 1 of the report, be homologated.

### 11 **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 & 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.

### 12 **Consultation on proposed regulation for restricting promotions of food and drink high in fat sugar and salt**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Scottish Government consultation launched on proposals to restrict the promotion of food and drink high in fat, sugar and salt.

The report stated that the consultation would run for 12 weeks, closing on 21 May 2024, outlined health and cost implications of individuals being overweight and obese as a result of a diet high in fat, sugar and salt and provided details of the proposed regulations aimed at creating a food environment which better supported healthier choices. It was highlighted that currently the food environment heavily incentivised and promoted low-cost foods which over-contributed to energy, fat, saturated fat, salt



and free sugar intakes. The proposals included restricting multi-buys, unlimited refills or selling at certain locations in stores.

A copy of the draft response to the consultation proposals, prepared on behalf of Renfrewshire Council, was attached as Appendix A of the report.

**DECIDED:**

(a) That the consultation proposals, and the proposed response of the Council, as detailed within Appendix A of the report, be approved; and

(b) That it be noted that a further report with an update on implications for the Service would be submitted to a future meeting of this Policy Board when the plan had been finalised.

**13 Community Learning and Development Plan - 6 monthly update**

Under reference to item 10 of the Minute of the meeting of this Policy Board held on 31 October 2023, there was submitted a six-monthly report by the Chief Executive relative to Community Learning & Development.

The report stated that Renfrewshire's Community Learning & Development Service delivered a broad range of universal and targeted services across the area as well as supporting the growth of community capacity in Renfrewshire. Major initiatives led by the service included Street Stuff, Team up to Clean Up and a range of targeted learning opportunities for adults to access further education, training or employment. This work linked to Council priorities including improving outcomes for children and young people, tackling poverty, becoming a net zero authority and strengthening communities. The report highlighted that one of the ways the service evidenced its important role in the community was through the delivery of Renfrewshire's Community Learning & Development Strategy 2021/24, approved at the meeting of the former Communities, Housing & Planning Policy Board held on 17 August 2021. Annual updates on Years 1 and 2 of the strategy had previously been submitted to meetings of this Policy Board with six-monthly updates provided.

The report covered the period October 2023 to March 2024, the first half of Year 3 of the strategy, and detailed the key achievements relating to delivery of that plan over the period. In addition, the report provided an update on the recent inspection by Education Scotland and outlined planned activity over the next six-month period.

**DECIDED:**

(a) That the achievements of the Service over the last six months be noted; and

(b) That the work underway to respond to the findings of the recent inspection be noted.

**14 Community Funding Applications**

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

The report advised that in order to strengthen the oversight of funding applications, a consolidated community funding report was submitted each meeting cycle providing updated information and setting out recommendations for approval in relation to the Greenspaces, Villages Investment and Sustainable Communities Funds. Whilst the Greenspaces and Villages Investment Fund were well established, the Sustainable Communities Fund had been launched in early October 2023. An officer panel had been established to review applications and make recommendations on funding awards to this Policy Board. The panel had met to consider applications received through the third funding round which had closed on 31 March 2024. A summary of the core focus of the Sustainable Communities Fund was provided.

The report provided, within an appendix, specific information relating to recent applications to the Sustainable Communities Fund together with recommendations for funding. It was highlighted that the next funding round would end on 31 May 2024.

**DECIDED:** That the funding recommendations in relation to the proposed allocation of Sustainable Communities Funding totalling £284,339, detailed in section 4 and Appendix 1 of the report, be approved.

## Minute of Meeting

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

Date	Time	Venue
Tuesday, 12 March 2024	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Robert Innes, Councillor Kenny MacLaren, Councillor Janis McDonald, Councillor Marie McGurk, Councillor Iain McMillan

#### Chair

Councillor McGurk, Convener, presided.

#### In Attendance

G Heaney, Climate and Public Protection Manager and M Hendry, Resilience and Deployment Manager (both Environment, Housing and Infrastructure); and R Devine, Senior Committee Services Officer and D Cunningham, Committee Services and Licensing Officer (both Finance & Resources).

#### Also in Attendance

Chief Superintendent G McCreddie and Inspector A Marshall (both Police Scotland); and D McCarrey, Area Commander, P Storrie, Group Manager and P McQueen, Local Area Liaison Officer (all Scottish Fire and Rescue Service).

#### Webcasting of Meeting

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

#### Declarations of Interest and Transparency Statements

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

## 1 **Police Scotland - Performance Report**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area for the reporting period to 31 December 2023. The report summarised the key performance indicators and provided statistics on the key objectives detailed in the Renfrewshire Policing Priorities 2023/26 and the Police Scotland's Policing Priorities 2023/24.

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

The report also provided updates to the Police Scotland's Policing Priorities 2023/24 of protecting vulnerable people; working with communities; tackling crime in the digital age; public confidence: complaints and user satisfaction; local policing priority outcomes and forthcoming initiatives.

The Chief Superintendent advised that the consultation on Ferguslie Park Police Office had now closed, but that any Councillor who wished to send written representations could do so within the next two weeks for consideration.

### **DECIDED:**

(a) That it be noted that representations could be submitted by Members on the Ferguslie Police Office consultation for a further two weeks; and

(b) That the contents of the report and verbal update be noted.

## 2 **Spotlight - Scottish Fire and Rescue Service - Youth Engagement**

The Group Manager together with the Local Area Liaison Officer, Scottish Fire and Rescue Service (SFRS), delivered a verbal update relative to the Community Action Team. The update included details of SFRS's partnership working, their work in connection with youth engagement in education which included their delivery timetable for sessions at schools, Fireskills courses, home fire safety visits and events such as open days.

Councillor Innes highlighted the work of the water safety group.

**DECIDED:** That the contents of the verbal update be noted.

## 3 **Local Issues**

Councillor McMillan queried if there had been an increase in the number of road traffic incidents on the A737 road.

It was noted that Police Scotland and SFRS together with the Council's Environment, Housing and Infrastructure service would review their data and provide an update to a future meeting of this Sub-committee.

Councillor Innes advised that he had attended a meeting of the Linwood Elderly Forum where concerns had been raised relative to the perceived lack of a visible Police presence in Linwood at weekends.

Assurances were provided that Police Scotland had patrols in the area but that patrol data would be reviewed and analysed.

**DECIDED:**

(a) That it be noted that Police Scotland and SFRS together with the Council's Environment, Housing & Infrastructure service would review their data in connection with incidents on the A737 and that an update would be provided to a future meeting of this Sub-committee; and

(b) That it be noted that Police Scotland's patrol data relative to patrols in Linwood at weekends would be reviewed and analysed.



## Minute of Meeting

### Appointment Board - Head of People & Organisational Development

Date	Time	Venue
Wednesday, 22 May 2024	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jacqueline Cameron, Councillor Neill Graham, Councillor John Hood, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor John Shaw

#### Chair

Councillor Nicolson, Convener, presided.

#### In Attendance

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

#### Declarations of Interest and Transparency Statements

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

#### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Head of People & Organisational Development - Interviews**

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

**DECIDED**: That R Cree be appointed to the post of Head of People & Organisational Development.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 22 May 2024	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

R Graham, Senior Solicitor (Litigation & Regulatory Services), D Cunningham, Committee Services & Licensing Officer, J Barron, Committee Services Officer, and E Graham, S Kerr, K Marriott, and R McCallum, all Licensing & Committee Assistants (all Finance & Resources).

### Apologies

Councillors Neill Graham, McDonald and Mullin.

### Declarations of Interest

Councillor McNaughtan declared an interest in item 1(a) for the reason that he had prior knowledge of the application which had been discussed at a meeting of the Paisley East & Whitehaugh Community Council which he had attended. Councillor McNaughtan indicated that as he had declared an interest, he would withdraw from the meeting during any discussion and voting on the item.

## **Declaration of Interest**

Councillor McNaughtan having previously declared an interest in item 1(a) left the meeting and took no part in the discussion or voting thereon.

## **Chair**

Councillor McEwan, Depute Convener, assumed the Chair.

## **1 Grant of Short-term Let Licences - Personal Appearances**

Under reference to item 7(b) of the Minute of the meeting of this Board held on 13 March 2024, consideration was resumed of application (a) for grant of a Short-term Let Licence and there were submitted applications (b) and (c) for grant of Short-term Let Licences. Applicant (a) had been asked to appear personally for the second time and applicants (b) and (c) had been asked to appear personally for the first time together with the objectors to applications (a) and (c) and the late objectors to applications (b) and (c):-

(a) Applicant: Carol-Anne Brown  
Premises: Flat 5/1, 1 Abbey Place, Paisley

Mrs Brown, the applicant, and Mr Brown, her husband, were invited into the meeting together with Ms White, Ms McDonald, Mr McCue, who also represented Mr Stewart and Ms Graham, and Mr MacLaren, who represented Ms Cunningham, objectors to the application. There was no appearance by or on behalf of Paisley East & Whitehaugh Community Council, an objector to the application.

The Senior Solicitor (Litigation & Regulatory Services) advised that consideration of this application had been continued from a previous meeting of the Board to allow further inquiries to be made in relation to insurance for the premises. Further that as the application had been part heard, only those members present when this application previously called could consider this part heard application at this meeting.

## **Sederunt**

Councillor Montgomery having not been present when the application had been part heard at the meeting of this Board held on 13 March 2024, left the meeting and took no part in any discussion or voting thereon.

The Senior Solicitor (Litigation & Regulatory Services) then advised members that a supplementary letter had been received from Mr Stewart, one of the objectors, on 13 May 2024 and that a copy of this supplementary letter had not been provided to the applicant or members of the Board. The Senior Solicitor (Litigation & Regulatory Services) then advised members that the applicant was entitled to a statutory period of 14 days notice in respect of the supplementary letter, that she had not been afforded statutory period of notice and accordingly the supplementary letter could not be considered by the Board today unless the applicant was willing to waive her right to the statutory period of notice in respect of this supplementary letter.

The applicant was then provided with a copy of the supplementary letter and was asked by the Senior Solicitor (Litigation & Regulatory Services) if she would waive her right to the statutory period of 14 days' notice in respect of the letter. The applicant requested that she be given more time to consider the matters contained within the supplementary letter and confirmed that she did not wish to waive her right to this statutory notice period.

After consideration of the matters before the Board, the Depute Convener proposed that consideration of the application be continued and that the applicant and objectors 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 and objectors be invited to a future meeting of the Board.

### **Chair**

Councillor McNaughtan re-joined the meeting prior to consideration of the following item of business and resumed the Chair.

### **Sederunt**

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

(b) Applicant: Andrew Smith  
Premises: Ferryhill Cottage East, Old Greenock Road, Langbank

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

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

(c) Applicant: Beth Nicholson  
Premises: Upper Sandyford, Gledstane Road, Bishopton

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

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

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

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

Applicant: JE Restaurants Limited  
Premises: McDonalds Restaurant, Unit K, Braehead Retail Park, Kingsinch Road, Glasgow  
Activity: on and off sales fast food  
Operating hours: Monday to Sunday – 11.00 pm to 5.00 am.  
Licence No.: LHC017

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

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

### 3 **Grant of Temporary Public Entertainment Licence - Personal Appearance**

There was submitted the undernoted application for grant of a Temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with the objectors to the application:-

Applicant: Trevor Smith  
 Authorised Activity: family funfair  
 Location: Barshaw Park, Paisley  
 Operating: 8th to 18th August 2024 – 12 noon to 8.00 pm

Mr Smith, the applicant, and his solicitor, Mr Japp, were invited into the meeting. There was no appearance by or on behalf of Mr and Mrs Frame, objectors to the application. The Convener proposed that the application be considered in the objectors' absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted.

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

### 4 **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: Charles Thomson  
 Variation: exemption to policy and standard condition 22  
 Licence No.: TX065

Mr Thomson, the applicant, was invited into the meeting. 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 Mr Thomson's application for variation of his Taxi Operator's Licence be granted and that standard condition 22 of his licence be amended to enable Mr Thomson to continue to operate his present vehicle, registration number SF14 AVV, for a further period of one year from 6 March 2024, subject to the vehicle continuing to be tested at three-monthly intervals. This was agreed unanimously.

**DECIDED:** That Mr Thomson's application for variation of his Taxi Operator's Licence be granted and that standard condition 22 of his licence be amended to enable Mr Thomson to continue to operate his present vehicle, registration number SF14 AVV, for a further period of one year from 6 March 2024, subject to the vehicle continuing to be tested at three-monthly intervals.

## 5 **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: Gerard Gilmour  
Proposed Operator: Gordon Murray  
Licence No.: TX180

Mr Gilmour, the present operator, and Mr Murray, the proposed operator, were invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

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

## **Adjournment**

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

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following items of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present there would be disclosure to them of exempt information as defined in paragraphs 3 and 6 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

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

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

Present Operator: Mark Stevenson (Alison Stevenson)  
Proposed Operator: Graeme Anderson  
Licence No.: TX203

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.

## 7 **Grant of Short-term Let Licence - Personal Appearance**

There was submitted the undernoted application for grant of a Short-term Let Licence. The applicant had been asked to appear personally for the first time together with the late objector to the application:-

Applicant: Oakship Asset & Holdings UK Ltd  
Premises: Flat 0/2, 25 Netherhill Road, Paisley

There was no appearance by or on behalf of Oakship Asset & Holdings UK, the applicant. Mr Hunter and Mr Busby were invited into the meeting on behalf of the Director of Environment, Housing & Infrastructure, who had submitted an objection and a supplementary objection, both received outwith the statutory timescale to the application. The Convener proposed that the application be considered in the applicant's absence. This was agreed unanimously.

On hearing the reasons for the lateness of the objection and supplementary objection, the Convener proposed that the objection and supplementary objection be taken into account when the application was being considered. This was agreed unanimously.

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

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

## 8 **Grant of Private Hire Car Drivers' Licences**

Under reference to item 4 of the Minute of the meeting of this Board held on 13 March 2024, consideration was resumed of application (e) for grant of a Private Hire Car Driver's Licence and there were submitted the undernoted applications for grant of Private Hire Car Drivers' Licences. Applicants (c), (f), (g) and (h) had been asked to appear personally for the first time together with Police Scotland who had submitted representations to applications (e) and (f) and an objection to application (h):-

(a) Richard Korsah

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) Hosein Alizadeh

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) Kalid Shemsi

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

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

(d) Hanif Jan Hanafi

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 12.10 pm and reconvened at 1.30 pm.

### **Sederunt**

Councillor Montgomery was not in attendance when the meeting reconvened.

(e) Paul Kennedy

There was no appearance by or on behalf of Mr Kennedy, the applicant. Sergeant Robertson was invited into the meeting on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Kennedy'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.

(f) Kashif Shaszad

Mr Shaszad, the applicant, was invited into the meeting. Sergeant Robertson, remained in the meeting having not left following consideration of the previous item of business, 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.

(g) Ahmed Eisaban

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

(h) Ali Asim

Mr Asim, the applicant, was invited into the meeting together with Sergeant Robertson, 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.

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

Under reference to item 5(a) of the Minute of the meeting of this Board held on 13 March 2024, consideration was resumed of the undernoted application for grant of a Taxi Driver's Licence. The applicant had been asked to appear personally for the third time together with Police Scotland who had submitted a representation to the application:-

Gerald Adams

There was no appearance by or on behalf of Mr Adams, the applicant. Sergeant Robertson, remained in the meeting having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Adam'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.

## 10 **Grant of Landlord Registration - Personal Appearance**

There was submitted the undernoted application for grant of Landlord Registration. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to the application:-

Clark Thomson

Mrs Thomson, on behalf of the applicant, was invited into the meeting. Sergeant Robertson, remained in the meeting having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation 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.

## 11 **Exemption from Mobility Assistance Duties - Personal Appearance**

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

Applicant: Andrew Barr  
Licence No.: T2450



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

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



## Minute of Special Meeting Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 23 May 2024	09:30	Microsoft Teams Meeting,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Edward Grady, Councillor Neill Graham, Councillor Robert Innes, Councillor Alec Leishman, Councillor Bruce MacFarlane, Councillor Sam Mullin, Councillor Iain Nicolson, Councillor John Shaw

### Chair

Councillor Shaw, Convener, presided.

### In Attendance

A MacArthur, Director of Finance & Resources; C Dalrymple, Head of Facilities and Property Services, F Farrell, Technical Unit Programme Manager, and P MacIver and A Pearson, both Project Managers (all Environment, Housing & Infrastructure); and C McCourt, Head of Finance & Procurement, J Bowles, Corporate Procurement Manager, M Dunbar, Solicitor and E Gray, Senior 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 on the Council's internet site.

### Apology

Councillor Ann-Dowling.

### Declarations of Interest and Transparency Statements

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

## Adjournment

The meeting adjourned at 9.40 am to due to technical issues. The meeting reconvened at 12.30 pm.

## Sederunt

Councillor Mullin did not rejoin the meeting following the adjournment.

### 1 Paisley Grammar School Community Campus (PGSCC) – Principal Contractor (PC) Main Works (RC-CPU-21-247)

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a main works package for Paisley Grammar School Community Campus – Principal Contractor (PC) Main Works (RC-CPU-21-247) to Galliford Try Construction Limited, T/A Morrison Construction Scotland.

#### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a Design & Build Contract for the Paisley Grammar School Community Campus (PGSCC) – Principal Contractor (PC) Main Works (RC-CPU-21-247) to Galliford Try Construction Limited, T/A Morrison Construction Scotland;

(b) That the award of the contract for the Contract Sum of £67,762,340.10 excluding VAT be authorised;

(c) That a contingency spend of £6,979,521, which equated to 10.3% of the Contract Sum, be authorised;

(d) That a total Approved Contract Value up to £74,741,861.10 excluding VAT, (which was the total of the Contract Sum plus the contingency spend) be authorised;

(e) That it be noted that the Date of Possession was anticipated to start on 17 June 2024, with the Date for Completion of the Works anticipated to be 12 June 2026 and that the actual dates would be confirmed in the Council's Letter of Acceptance to Galliford Try Construction Limited, T/A Morrison Construction Scotland; and

(f) That it be noted that the Contract included caps on liability for the following: (i) public liability (in respect of property damage only) at the level of £25 million for each and every claim; (ii) professional indemnity at the level of £10 million in the aggregate with an automatic annual reinstatement; and (iii) for uninsurable risks, in the absence of any Council or project metric to use, liability was capped at the contract sum.

## Minute of Meeting Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 23 May 2024	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Rodden, Convener, presided.

### Apology

Councillor Davidson.

### In Attendance

J O'Neill, Director of Children's Services, E Henry, Interim Head of Education, G Lyons, Interim Head of Service and J Trainer, Head of Child Care & Criminal Justice (all Children's Services); and M Conaghan, Head of Corporate Governance, N Young, Managing Solicitor (Litigation & Advice), R Conway, Finance Business Partner, E Gray, Senior Committee Services Officer and J Barron, Committee Services Officer (all Finance & Resources).

### Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Policy 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.

## Transparency Statements

Councillor McMillan indicated that he had a connection to item 13 by reason of his son being employed by BAE Systems. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

### 1 **Education Scotland Inspection of Brediland Primary School**

There was submitted a report by the Director of Children's Services relative to the results of an inspection of Brediland Primary School carried out by Education Scotland. The letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was set out at Appendix 1 to the report.

The report advised that an inspection of Brediland Primary School had been carried out by Education Scotland in January 2024 with a focus on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. The inspection report detailed four areas of key strength and two areas for further improvement.

**DECIDED:** That the key strengths identified in the Education Scotland report on Brediland Primary School be noted and celebrated and the areas for further improvement be recognised.

### 2 **Education Scotland Inspection of Williamsburgh Primary School and Early Learning and Childcare Class**

There was submitted a report by the Director of Children's Services relative to the results of an inspection of Williamsburgh Primary School and Early Learning and Childcare Class carried out by Education Scotland. The letter sent by Education Scotland to the parents and carers of pupils detailing the outcome of the inspection was set out at Appendix 1 to the report.

The report advised that an inspection of Williamsburgh Primary School and Early Learning and Childcare Class had been carried out by Education Scotland in February 2024 with a focus on four quality indicators: leadership of change; learning, teaching and assessment; ensuring wellbeing, equity and inclusion; and raising attainment and achievement. The inspection report detailed four areas of key strength and three areas for further improvement.

**DECIDED:** That the key strengths identified in the Education Scotland report on Williamsburgh Primary School and Early Learning and Childcare Class be noted and celebrated and the areas for further improvement be recognised.

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

There was submitted a report by the Director of Children's Services relative to the rates paid by the Council for early learning and childcare places with approved funded providers (AFP) including private and voluntary sector nurseries and childminders.

The report provided detail on the Council's statutory duty to provide early learning and childcare (ELC) places to all eligible children and how this had been met through the provision of places in local authority, private and voluntary sector nurseries and with childminders. The report sought to set a sustainable rate paid to AFPs for 2024/25 at a level which supported the delivery of ELC in accordance with the National Standard and Council's Framework while ensuring best value for the Council. Further detail was provided on the consultation which had taken place.

#### **DECIDED:**

(a) That the position of CoSLA and the Scottish Government with regards to the sustainable rate paid to Approved Funded Providers be noted;

(b) That an increase in the sustainable hourly rate paid to Renfrewshire Council's Approved Funded Providers for the provision of funded early learning and childcare from £5.97 to £6.45 effective from 1 April 2024 for any child aged 3 to 5 years accepted for funding under the Council's Framework be approved; and

(c) That the continuation of the existing hourly rate of £8.50 paid to Approved Funded Providers for early learning and childcare for any eligible child aged 2 to 3 years accepted for funding under the Council's Framework be approved.

### 4 **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 the number of incidents or events where the duty of candour was triggered for the period April 2023 to March 2024, 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 for the period April 2023 to March 2024 be noted.

### 5 **Children's Services Reform Research: Learning and Implications for Scotland and Renfrewshire Service Reform**

There was submitted a report by the Director of Children's Services relative to the finding of the Children's Services Reform Research Study which proposed that children's social work and social care services should be included within the National Care Service.

The report provided a background to the Independent Review of Adult Social Care in Scotland and its recommendation that a National Care Service for adults, to be delivered locally through Integrated Joint Boards, be created. A consultation on the development of a National Care Service was carried out in 2021 which included a proposal that children's social work and social care services should be included within the National Care Service. Following analysis of the consultation exercise it was concluded that further evidence was required to inform future decisions around the inclusion or exclusion of children's social work and social care services.

The Children's Services Reform Research study, attached at Appendix 1 to the report, was commissioned to contribute to this evidence. The report provided an overview of the research study findings and provided information on changes which were being made locally to reform and improve Children's Social Work Services following service redesign work undertaken in 2023.

**DECIDED:**

(a) That the findings of the Children's Services Reform Research study undertaken by the Centre for Excellence for Children's Care and Protection be noted; and

(b) That the work being undertaken locally in Children's Social Work to ensure children, young people and their families get the right help at the right time be noted.

**6 Joint inspection of services for children at risk of harm in Renfrewshire**

There was submitted a report by the Director of Children's Services relative to the scheduled Care Inspectorate led joint inspection of the services to protect children and young people at risk of harm in Renfrewshire.

The report noted that the Care Inspectorate had commenced the inspection process for Renfrewshire and provided members with information on the background to inspection, detailed key phases of the inspection and confirmed the local governance arrangements locally.

**DECIDED:**

(a) That it be noted that the joint inspection of services for children at risk of harm in Renfrewshire had been confirmed by the Care Inspectorate;

(b) That it be noted that the scrutiny activity started with a staff survey on 13 May 2024, would continue with file reading on 17 June and then engagement with children, young people and families on 19 August 2024; and

(c) That it be noted that the Strategic Manager Children and Justice/Depute Chief Social Work Officer would be the Renfrewshire inspection co-ordinator and the Children's and Justice Services Manager (Assurance and Change) would be the depute inspection co-ordinator.



## 7 **Inclusion Update**

There was submitted a report by the Director of Children's Services relative to progress which had been made towards delivering improvements to support the wellbeing and learning of all children and young people with additional support needs in mainstream school and early years establishments.

The report provided a background to the Scottish Government's Staged Intervention Framework and the refreshed Getting it Right for Every Child (GIRFEC) policy and practice materials. The main area of progress against these policies since August 2023 were detailed in the report.

**DECIDED:** That the very positive progress the Inclusion Portfolio continued to make to improve outcomes for children and young people be noted.

## 8 **Children's Services Service Improvement Plan 2023/24 Outturn Report**

There was submitted a report by the Director of Children's Services relative to performance to deliver the Children's Services Service Improvement Plan 2023/24 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2023/26 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

**DECIDED:**

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

(b) That achievements of Children's Services during 2023/24 be noted.

## 9 **Children's Services 2024-2027 Service Improvement Plan**

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 2024.

**DECIDED:**

(a) That the content of the Service Improvement Plan, attached as an appendix to the report, be noted;

(b) That the changes to the action plan and performance indicators outlined in Section 5 of the report be approved; and

(c) That it be noted that the mid-year progress of this Service Improvement Plan would be reported to this Policy Board in the Autumn of 2024, with updates to the Performance Indicators and Action Plan.

## 10 **Children's Services Health and Well Being Strategy Update 2023/2024**

There was submitted a report by the Director of Children's Services relative to the Children's Services Annual Health & Safety report 2023/24 and the Children's Services Annual Health & Safety Plan 2024/25.

The Children's Services Annual Health & Safety report 2023/24 was attached as Appendix 1 of the report, while a copy of the Children's Services Annual Health & Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health & Wellbeing Plan promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The report summarised the approach within Children's Services to health and safety, with the Annual Health & Safety Report 2023/24 detailing activity during 2023/24 and the Annual Health & Safety Plan 2024/25 outlining arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety.

**DECIDED:** That the Health, Safety & Well Being Strategy completed actions for 2023/2024, attached at Appendix 1 to the report, be approved.

## 11 **West Partnership Improvement Collaborative Update Report for 2024-25 and beyond**

There was submitted a report by the Director of Children's Services relative to plans for the West Partnership Regional Improvement Collaborative (RIC) following the national review of RICs undertaken by the Scottish Government and the associated reduction in funding for 2024-25 onwards.

The report provided a background to RICs and advised that the Scottish Government announced a rapid review of the impact that RICs have had on supporting pupils and practitioners. The findings of the review, which were published in January 2024, were summarised and it was noted that there would be a 50 percent reduction in funding for 2024/25 compared to the previous 2023/24. A summary of the proposed next steps was also provided.

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

## 12 **Learning Estate Update**

There was submitted a report by the Director of Children's Services relative to the current capital projects to develop and improve the learning estate.

The report provided an update on a number of ongoing projects to enhance the school estate including: Paisley Grammar School Community Campus; Park Mains High School extension and alterations; new Dargavel Primary School; Dargavel Primary School internal alterations; Bishopton Primary School classroom block; Thorn Primary School new build; and Castlehead roof strengthening works.

### **DECIDED:**

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

(b) That the intent to construct a new Thorn Primary School on the grounds of the current school, following final assessment of the business case, be noted.

## 13 **Consultation arrangements regarding the proposal to establish a new primary school in Dargavel Village and a Catchment Review Affecting Dargavel Primary School and a new primary school to be built at Dargavel Village**

Under reference to item 3 of the Minute of the meeting of this Policy Board held on 18 January 2024, there was submitted a report by the Director of Children's Services relative to the consultation on a proposal to establish a new primary school in Dargavel village. The Statutory Consultation Final Report, together with a number of supporting documents, were attached as appendices to the report.

The report provided detail on the consultation exercise which sought views on a proposed site for the new primary school - an 8.5-acre site at the north end of Craighton Drive and revised catchment areas for the existing Dargavel primary school and the proposed new school. The statutory consultation started on 29 January 2024 and ended on 26 March 2024 and followed a period of pre-engagement space planning on a new primary school. The consultation was extensively promoted and provided a programme of information events and public meetings to enable people to speak to council officers, to seek further information and to participate in the consultation. Over 150 people attended consultation events, but many more completed the consultation survey.

The report provided a detailed summary of the consultation process and analysis of the online responses and the Education Scotland report which provided an independent and impartial consideration of the proposal to build a new primary school in Dargavel Village including the proposed site and proposed catchment review. The key concerns raised in the responses were addressed and the proposed next steps were set out.

### **DECIDED:**

(a) That the findings of the Statutory Consultation on a new primary school in Dargavel and the proposed changes to catchment areas be noted;

(b) That the report by Education Scotland, prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the Schools (Consultation) (Scotland) Act 2010, be noted;

(c) That the overwhelming support for a new school and HM Inspectors' view that the Proposal had the potential to provide education benefits and address the under-provision within Dargavel Village be noted;

(d) That the proposed statutory consultation final report, attached at Appendix 1 to the report be approved;

(e) That it be agreed that officers progress the procurement, design, and construction programme to deliver a new 800-capacity primary school, for opening in August 2027, on the proposed site 'Site 9 – E1', as denoted in the Statutory Consultation documentation and map;

(f) That it be agreed that officers progress planning for the implementation of the revised catchment arrangements within Dargavel Village to take effect from the operational opening of the new primary school; and

(g) That it be agreed that officers progress the following key areas of work:

(i) in conjunction with the Dargavel community, prepare and implement a comprehensive engagement plan to ensure ongoing community engagement through the school design and planning processes;

(ii) preparation of an integrated traffic and active travel plan as part of the design and delivery of the new school to alleviate community concerns relating to traffic congestion and safe active travel routes - such planning and preparation arrangements were a requirement to support the statutory planning application for the new school;

(iii) provide a report to a future Education & Children's Services Policy Board meeting on proposed contingency plans, should there be any delay to construction that would impact the anticipated August 2027 opening date;

(iv) provide a report to a future Education & Children's Policy Board meeting with detailed options and costs to deliver revised drop-off and pick-up area next to the current Dargavel Primary School; and

(v) continue to engage with the community and work in an open and responsive way to plan for future secondary school provision.

## 14 **Education Scotland Inspections of Renfrewshire Schools**

There was submitted a report by the Director of Children's Services relative to school inspections carried out by Education Scotland since 2022.

The report confirmed that nine primary schools and three secondary schools were inspected in the reporting period and a summary of the gradings was provided together with an analysis of the inspection reports.

**DECIDED**: That the very positive outcomes in relation to inspections of Renfrewshire primary and secondary schools by HM Inspectors, Education Scotland, over the last 2 academic sessions be noted.



## Minute of Meeting Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 28 May 2024	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 Robert Innes, Councillor Janis McDonald, Councillor Jamie McGuire, Councillor Marie McGurk, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Andy Steel

### In Attendance

A Morrison, Head of Economy & Development, E Shearer, Senior Manager for Regeneration & Place, J Mackie, Principal Regeneration & Place Officer, J McLean, Vocational Training Officer (Programme Co-ordinator), H Stephen, Social Policy, Economic Development Graduate Intern, N Kiernan and M Doig, Economic Development Officers (Programmes & Performance) (all Chief Executive's); and C McCourt, Head of Finance & Procurement, R Devine, Senior Committee Services Officer and J Barron, Committee Services Officer (all Finance & Resources).

### Chair

Councillor Steel, Convener, presided.

### 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.

### Transparency Statements

Councillor Ann-Dowling indicated that she had a connection to item 3 by reason of her role as a foster carer. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

## Declarations of Interest

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

### 1 Johnstone Town Centre Vision Framework

There was submitted a report by the Chief Executive relative to the Johnstone Town Centre Vision Framework.

The report made reference to the existing Johnstone Town Centre strategy, produced in 2016, which provided a positive framework for investment within the town centre, the significant changes in retail trends in recent years, commuting patterns and climate resilience which impacted upon our centres. A strong demand had also emerged for town centres as places which supported local living and reduced the need to travel. A vision Framework had been developed, in that context, to reimagine Johnstone town centre, ensuring that it evolved as a diverse, sustainable and thriving place which served both the local community and settlements across West Renfrewshire, both currently and in the future.

The high-level Framework, developed in partnership with the local community, captured the priorities of local people while being flexible in response to changing circumstances, funding opportunities and available support. The Framework set out a vision for Johnstone town centre as a vibrant and distinctive place, supporting residents to live well locally while recognising the role of the centre as a hub for those across West Renfrewshire. It imagined the town centre as a well-connected place which offered a mix of spaces, uses and activities and a place which celebrated its heritage but looked forward to a positive future. Five key principles of identity, movement, economy and prosperity, heritage and culture and people and community underpinned the vision. These principles were supported by ten projects which helped to deliver the vision, ranging from 'early win' projects to longer term aspirations. A summary of project types was provided together with funding sources. The Framework provided a guide for action and decisions over initiatives and partnerships within the town centre over the next ten-year period.

Councillor Andy Doig proposed that recommendation 2.1 (ii) of the report be amended by adding "in particular to liaise with the Chief Planning Officer about the progress of the Millbrae planning application, and to liaise with the Chief Executive of OneRen about promoting the Theatre in Johnstone Town Hall as an arts and cultural venue". This was accepted by the Convener and agreed unanimously.

#### **DECIDED:**

- (a) That the Johnstone Town Centre Vision Framework be approved;
- (b) That the Head of Economy & Development be authorised to progress actions to realise aspirations within the framework, in particular, to liaise with the Chief Planning Officer about the progress of the Millbrae planning application, and to liaise with the Chief Executive of OneRen about promoting the Theatre in Johnstone Town Hall as an arts and cultural venue;



- (c) That the Head of Economy & Development be authorised to explore potential funding opportunities from external sources to support the delivery of the Framework;
- (d) 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 Framework; and
- (e) That it be noted that further progress on delivery of the Framework would be submitted to the Policy Board as appropriate.

## 2 **Glasgow City Region Investment Zone – Renfrewshire Council Application**

There was submitted a report by the Chief Executive relative to the progress of the Glasgow City Region Investment Zone (GCRIZ) and seeking approval of the Council's application for funding submitted for an investment zone at the Advanced Manufacturing Innovation District Scotland (AMIDS).

Reference was made to the report submitted to the meeting of this Policy Board held on 19 March 2024 which had advised that the Glasgow City Region (GCR) had been allocated £160m of funding from the Scottish and UK governments over a ten-year period to form an investment zone (IZ), with the aim of stimulating private sector investment, which in turn would increase the GCR's innovation potential, drive economic growth, reduce economic inequalities and create high value jobs across the Region. The finalised programme for the IZ would be subject to final agreement from both the UK and Scottish Government and require to comply with both the Levelling-Up Strategy and the Scottish National Strategy for Economic Transformation. It was highlighted that the IZ funding could be used flexibly between capital/revenue spending and tax incentives for investing companies. To determine the allocation of funding, the GCR had carried out a number of key stages, including the scoping of key objectives and parameters, an open call for eligible applications and collation of proposals and projects. Summaries detailing current activity in terms of each stage was provided.

The report stated that the main emphasis for the Council's IZ bid was to achieve the overarching ambition of AMIDS becoming Scotland's premier destination for advanced manufacturing innovation. Securing IZ funding would complement and support previous infrastructure investment creating a conducive environment for growth and development. The Council's bid had been developed in collaboration with its Joint Venture partner and key stakeholders. The Council's bid planned to use IZ funding to help implement the AMIDS Development Programme (ADP), which aimed to scale up activities at AMIDS, acting as a catalyst for securing additional investment and creating modern workspace for advanced manufacturing companies which would ultimately increase economic activity to benefit local, regional, and national economies.

The ADP comprised an integrated series of IZ projects and bids, from the Council and AMIDS partners, aimed at achieving transformative advanced manufacturing development. The ADP was dependent on realising three objectives: enhancing modern infrastructure for sectoral growth, attracting future investment and increasing skills and innovation among the workforce and businesses. It was anticipated that securing IZ funding would be a key driver in achieving these outcomes. Specifically,

the Renfrewshire Council IZ bid was based upon two main elements: creation of a tax site at Netherton Campus alongside Westway and potentially Glasgow Airport and securing capital investment for “Tech Terrace” at Netherton Campus, a new facility providing modern individual spin out units with a specific focus on advanced manufacturing SMEs. The Council had also asked for potential additional capital investment which would enhance the appeal of AMIDS further to potential occupiers and improve development viability. A copy of the full application submission was available to elected members on request.

GCR would review and assess all IZ bid applications and prepare an Investment Zone Programme based on the finalised sector, projects and tax sites which would be submitted to both the UK and Scottish Governments for sign-off. It was expected that this process would be completed by Summer 2024. The outcome of the Council’s bid for IZ funding and future governance arrangements regarding the IZ funding would be submitted to a future meeting of this Policy Board, once the position had been confirmed by the GCR and Government.

**DECIDED:**

(a) That the Council's submission for Investment Zone funding at AMIDS, including bidding to become one of the Investment Zone’s tax sites, encompassing Netherton Campus, Westway and potentially Glasgow Airport, as well as applying for capital investment to help fund “Tech Terrace” at Netherton Campus and to attract potential occupiers to improve future development viability be approved; and

(b) That the timescales for the development of the GCR Investment Zone proposal for submission to UK/Scottish Governments be noted and that it also be noted that updates and required approvals would be submitted to this Policy Board at regular intervals as appropriate.

### 3 **Modern Apprenticeship Programme Update**

There was submitted a report by the Chief Executive relative to the Modern Apprenticeship Programme.

The report advised that. Renfrewshire Council’s Modern Apprenticeship Programme had been successfully delivered for approximately 18 years, supporting approximately 80 apprentices at any given time, with around 30 new opportunities available each year. The Modern Apprenticeship Programme mainly supported young people aged 16 to 24 into employment, however, increasingly opportunities were being made available to applicants of all ages, with particular support offered to those aged up to 29 who were disabled or care experienced. The programme outcomes consistently exceeded national targets, compared well to other providers and were shown to support under-represented individuals and groups. The report provided updates on progress of the Programme during 2023/24, advised that the Skills Development Scotland contract had been renewed for 2024/25 and that up to 27 modern apprenticeship opportunities would be available.

**DECIDED:** That the continuation of funding from Skills Development Scotland into 2024/25 be noted and the content of the report be noted.

#### 4 **Scottish Local Authorities Economic Development (SLAED) 2022/23 Indicators Framework Report**

There was submitted a report by the Chief Executive relative to the Scottish Local Authorities Economic Development (SLAED) 2022/23 Indicators Framework Report.

The report advised that SLAED was the network for Scottish economic development officers providing an annual report on local authority economic development activity and performance, which was published by the Improvement Service. The Indicators Framework divided data into five categories, namely inputs, activities, outputs and outcomes, as well as information in respect of priority areas such as wellbeing economies and inclusive growth. The report facilitated meaningful comparisons to be made on the relative performance of areas, which assisted with monitoring of performance and effective resource allocation. A copy of the Scottish Local Authorities Economic Development (SLAED) 2022/23 Indicators Framework Report was attached as Appendix 1 of the report.

**DECIDED:** That the contents of the report, which summarised the Scottish Local Authorities Economic Development (SLAED) Indicators Framework Report 2022/23, and Renfrewshire Councils contribution towards local and national economic development, be noted.

#### 5 **Scottish Government Employability Grant Award 2024/25**

There was submitted a report by the Chief Executive relative to the 2024/25 funding allocation from the Scottish Government for employability support in Renfrewshire.

The report stated that employability played an essential role in delivering both Scottish and local government's aims of tackling poverty, promoting inclusion and social justice and creating a fair and prosperous Scotland. It was also a key component of the National Strategy for Economic Transformation (NSET), contributing to delivery of the vision for a strong economy where good, secure and well-paid jobs and growing businesses drove a significant reduction in poverty and child poverty. Collectively, Scottish and local government aimed to build an employability system that tackled inequalities in Scotland's labour market by creating a more responsive, joined up and aligned employability system that met the needs of employers and local labour market and helped people of all ages achieve their potential. Reference was made to the significant challenges and barriers faced by many individuals to obtaining and sustaining work and the consequential demand for employability support.

The No One Left Behind initiative promoted a strengthened partnership approach where Scottish and local government worked together with public, private and third sector organisations to identify local needs and deliver a mixed economy of provision. Local authorities acted as lead accountable bodies for funding, with funding being used by Local Employability Partnerships (LEPs) to design and deliver services that met the needs of people and labour markets in their area.

The Scottish Government had announced its budget earlier in 2024 and indicated a figure of around £90 million for employability support, of which £75.196 million would be provided to Councils and Local Employability Partnerships. Renfrewshire Council would be accountable for the resources which would be directed and managed

through the Renfrewshire Local Employability Partnership. Indicative allocations were provided to Councils in March 2024 and the anticipated allocation for 2024/25 for Renfrewshire was £2.262 million. Unfortunately, grant award letters have not been forthcoming resulting in delays in delivery and as a result the issue has been raised at both CoSLA Community Wellbeing Board and with Council Leaders and discussions with Scottish Government are ongoing. The Scottish Government has confirmed that they remained committed to working with CoSLA to deliver on the joint No One Left Behind ambitions. Discussions are continuing to finalise allocations, with funding being released as decisions are taken to ensure activities in agreed areas can proceed as soon as possible. To enable progress and support continuity of service, the Scottish Government has decided to release funding equivalent to the first quarter of the financial year allocation for No One Left Behind and a grant award letter for £0.546 million has been received by the Council. As part of the offer of grant an Annual Investment Plan would be developed for Employability for the year ahead and submitted to the Scottish Government. It was highlighted that although the Council did not have formal confirmation of the full financial award under the No One Left Behind banner as the Invest in Renfrewshire budget had been established to cope with retrospective payments and funding delays the service was able to continue operating. Reference was made within the report to the mitigations in place to downsize certain elements of the service in the event there was a reduction in the level of future grant award.

**DECIDED:**

(a) That the acceptance by the Director of Finance & Resources of grant funding from the Scottish Government of £0.546M for 2024/25 under the banner of No-One Left Behind be noted; and

(b) That it be noted that a further funding allocation for the balance of funds and a separate award through the General Revenue Grant was anticipated in the next two months and would be submitted to a future meeting of this Policy Board in due course.

## 6 **Renfrewshire Economy Conference**

There was submitted a report by the Chief Executive relative to the Renfrewshire Economy Conference to be held in Paisley Town Hall on 12 June 2024.

The conference, organised by Renfrewshire Council's Economic Development Team in association with the new Renfrewshire Business Support Partnership, a group established for all business support agencies and organisations in the area, would consider Renfrewshire's economy and the key economic factors for sustainable growth and be aimed at those involved in economic, business and skills development in Renfrewshire from the public sector, local economic agencies, Further Education and Higher Education, local businesses, and social enterprises. If successful it was proposed that it could become an annual event. The objectives of the conference were detailed within the report together with a synopsis of the event. It was highlighted that invitations to attend would be issued to members of this Policy Board.

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

## Minute of Meeting Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 28 May 2024	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, K Dalrymple, Development Plans & Housing Strategy Team Leader, G McCracken, Development Standards Manager, J Weir and F Knighton, Senior Planning Officers, A McKenzie and C Murray, Planners and A Williamson, Strategy & Place Manager (all Chief Executive's); G Hannah, Head of Climate, Public Protection & Roads (Environment, Housing & Infrastructure); and C McCourt, Head of Finance & Procurement, N Young, Managing Solicitor (Litigation & Advice) and R Devine and E Gray, both Senior Committee Services Officers (all Finance & Resources).

### Webcasting of Meeting

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

## Transparency Statements

Councillor Nicolson indicated that he had a connection to Planning Application 6(a) by reason of his participation in the appeal process conducted by the Directorate of Planning and Environmental Appeals in respect of Planning Application 19/0184/PP which had sought detailed planning permission for the erection of 246 dwellings and flats for the same site with a layout identical to the indicative layout submitted as part of the planning application in 6(a). However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor N Graham indicated that he had a connection to Planning Applications 6 (c) and 6(d) by reason of meeting with a group of local residents in 2021, who later became the save the RAI group. However, he indicated that he had not expressed any opinion regarding the applications at the meeting and applied the objective test and did not consider he had an interest to declare.

## Declarations of Interest

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

### 1 **Renfrewshire Biodiversity Action Plan 2024**

There was submitted a report by the Chief Executive relative to the Renfrewshire Biodiversity Action Plan 2024.

The report advised that a Local Biodiversity Action Plan (LBAP) for Renfrewshire, East Renfrewshire and Inverclyde had originally been prepared in 2004, highlighting that the plan had been developed with representation from local authorities and a range of organisations and stakeholders with an interest in biodiversity. During 2018 a Biodiversity Action Plan for Renfrewshire had been developed in partnership with biodiversity partner organisations active in the area. A copy of the Renfrewshire Council Biodiversity Action Plan 2024 was attached as an appendix to the report. The Renfrewshire Biodiversity Action Plan 2024 updated the 2018 Plan reflecting current Scottish Government guidance and legislation which placed a strong emphasis on the response to climate change and biodiversity, such as the Scottish Biodiversity Strategy to 2045 and National Planning Framework 4. In addition, the plan continued to set out a positive and ambitious approach, identifying a range of principles and actions which reflected the current landscape of active biodiversity partner organisations and their activities. In this context the plan provided a refreshed framework for conservation, promotion and enhancement of biodiversity across Renfrewshire. It was highlighted that progress on delivery of the Biodiversity Action Plan would be monitored by the Council and partners through a Steering Group, with updates reported to this Policy Board as appropriate.

During discussion it was proposed and agreed that arrangements be made to undertake a re-evaluation of the Council's land portfolio in recognition of regenerated sites within the Council's ownership.

**DECIDED:**

- (a) That the Renfrewshire Biodiversity Action Plan 2024, a copy of which was appended to the report, be approved and published on the Council website; and
- (b) That arrangements be made to undertake a re-evaluation of the Council's land portfolio in recognition of regenerated sites within the Council's ownership.

**2 Discretionary Fees – Building Standards**

There was submitted a report by the Chief Executive relative to the updating of discretionary fees associated with Building Standards.

The report advised that the Council's Building Standards team undertook tasks which were both statutory and non-statutory in nature. Statutory tasks were set out in relevant legislation and charges payable applied in line with nationally set fees. Fees relating to non-statutory tasks were set locally and it was highlighted that the discretionary fees associated with Building Standards had last been reviewed in Renfrewshire during 2007. The report recommended that the fees be increased to take account of current costs and staff time, and Appendix 1 of the report set out proposed discretionary fees, effective from 1 July 2024, associated with Building Standards. The report also indicated that to ensure fees continued to reflect the demands placed upon the Building Standards Team, it was proposed that an annual increase was applied to all matters listed in Appendix 1 in line with the percentage increase applied to charges for services agreed as part of the Council's annual budget setting process. The new charges would be effective from 1 April annually.

**DECIDED:**

- (a) That the proposed discretionary charging fees associated with Building Standards, as detailed in Appendix 1 of the report, be approved; and
- (b) That the annual increase, to discretionary charging fees associated with Building Standards as detailed in Appendix 1 of the report be approved. The annual increase would be applied on 1st April each year in line with any percentage increase applied to charges for services as agreed as part of the Council's annual budget setting.

**3 Street naming and numbering – protocol and charging**

There was submitted a report by the Chief Executive relative to a revised street naming and numbering protocol and proposing the introduction of charges for the street naming and numbering process.

The report advised that the power to name and number streets was provided to the Council by the Civic Government (Scotland) Act 1982. Within Renfrewshire Council, these powers had been delegated to the Head of Economy & Development. A synopsis of the range of tasks in relation to this delegation was provided. The report highlighted that the current street naming and numbering protocol had been agreed in 2012 and that the Council did not currently charge for its naming and numbering service. A revised street naming and numbering protocol was attached as Appendix 1 of the report for approval. The document set out the protocol the Head of Economy & Development would undertake when assigning new street names, matters that would

be taken into account in assigning street names and numbers and some of the conventions that would be followed in doing so. It also illustrated how properties would be numbered in different types of developments. With regards to the process for assigning street names, the revised protocol also indicated that the Head of Economy & Development would consult with local elected members, the local community council(s), and any 'tenants and residents' associations operating in the area.

Analysis by the Council, undertaken in January 2024, had found that twenty-four Scottish local authorities charged for street naming and numbering services. The time involved in identifying and consulting on new street names and numbering properties could be substantial and it was considered reasonable for Renfrewshire Council to introduce charges for this service to assist with cost recovery. Appendix 2 of the report set out proposed charges for the service which were comparative to those charged by other Scottish local authorities who charged for the service. Charges would not be applicable for social rented houses within developments by Renfrewshire Council. The report proposed that the charges were introduced from 1 July 2024, and increased on 1 April each year in line with any percentage increase which was applied to charges for services as agreed as part of the Council's annual budget setting.

Councillor Paterson, seconded by Councillor Smith, moved that the street naming and numbering protocol, which formed Appendix 1 of the report, be approved subject to amendment to permit the naming of streets after living people.

Councillor N Graham being the mover of an amendment which failed to find a seconder asked that his dissent be recorded in terms of Standing Order 23.

**DECIDED:**

(a) That the street naming and numbering protocol set out in Appendix 1 of the report be approved subject to amendment to permit the naming of streets after living people; and

(b) That the introduction of charges for street naming and numbering as set out in Appendix 2 of the report be approved.

#### **4 Planning Enforcement Charter 2024**

There was submitted a report by the Chief Executive relative to the Renfrewshire Planning Enforcement Charter 2024, a copy of which was appended to the report.

The report advised that in terms of the Town and Country Planning (Scotland) Act 1997 (as amended) the planning enforcement charter required to be reviewed every two years. The updated Charter outlined the role of the Council, applicable policies and procedures and the standards of service to be expected. The Charter highlighted that the purpose of planning enforcement was to find a solution and/or deal with the issue rather than seek to punish, with enforcement being a discretionary power and each case being considered in terms of the nature of the planning breach and the wider public interest. The Planning Enforcement Charter 2024 proposed that the following issues be prioritised: (i) Significant detrimental impact on public safety; (ii) Irreversible damage to listed buildings; (iii) Significant detrimental impact on amenity; (iv) Impact on trees protected by Tree Preservation Orders/in Conservation Areas;



and (iv) unauthorised felling of trees and matters affecting trees. The proposed Charter detailed the processes and procedures deployed when breaches of planning control would be dealt with. In addition, the Charter provided information and advice as to how suspected breaches of planning control could be brought to the attention of the Planning Authority.

The report highlighted that funding had been made available within the Council budget 2024 for a Planning Enforcement Officer post for the next two years, that the post was currently being advertised and that one of the primary responsibilities of the new postholder would be to implement the new Enforcement Charter.

During discussion, it was proposed and agreed that the Chief Planning Officer write to the Scottish Government requesting that legislation be reviewed to enable local government to intervene pro-actively and protect trees on privately-owned sites to be developed where it was considered to be in the public interest. Arrangements would be made to share the response received from the Scottish Government with members of this Policy Board.

**DECIDED:**

(a) That the Renfrewshire Planning Enforcement Charter 2024, a copy of which formed Appendix 1 of the report, be approved; and

(b) That the Chief Planning Officer write to the Scottish Government requesting that legislation be reviewed to enable local government to intervene pro-actively and protect trees on privately-owned sites to be developed where it was considered to be in the public interest and that arrangements be made to share the response received from the Scottish Government with members of this Policy Board.

**5 Investing in Planning: A consultation on resourcing Scotland's planning system**

There was submitted a report by the Chief Executive relative to the consultation document published by the Scottish Government on resourcing Scotland's planning system.

The report stated that the consultation document detailed a range of options which sought to improve the capacity of the Scottish planning system and planning authorities and sought views on a range of issues including planning fees, increasing discretionary charging and resourcing other elements of the planning system. A draft response, attached as Appendix 1 of the report, had been prepared on behalf of Renfrewshire Council and was submitted for consideration.

**DECIDED:**

(a) That it be noted that the Scottish Government had published a consultation document on resourcing Scotland's planning system; and

(b) That the draft response, Appendix 1 of the report, be approved and submitted as the Council's response.

## 6 Planning Applications

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

**(a) 19/0765/PP - Erection of residential development in principle at Erskine Bridge Hotel Erskine Harbour Erskine PA8 6AN by Cosmopolitan Hotels Limited**

C Murray, Planner, made a presentation relative to the proposal.

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.

**(b) 22/0310/AD - Display of two internally illuminated box signs (in retrospect) at 2 West Brae Paisley PA1 2EB by Mr Abubakr Malik**

J Weir, Planner, made a presentation relative to the proposal.

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.

**(c) 23/0354/PP - Redevelopment, partial demolition and conversion of former infirmary into 45 flats and erection of two blocks of additional flats providing 36 units, with associated parking and landscaping at Alexandra Nursing Home Calside Paisley PA2 6LX by Mr Abdullah Hamid**

A McKenzie, Planner, made a presentation relative to the proposal. It was highlighted that the report of handling contained an error in that the first paragraph of page 149 of the agenda pack relating to education provision made reference to St Fergus Primary school in error and should be deleted. It was indicated that no issues were raised by the development in relation to current primary school capacities in the area.

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.

**(d) 23/0355/LB - Redevelopment, partial demolition and conversion of former infirmary into 45 flats at Alexandra Nursing Home Calside Paisley PA2 6LX by Mr Abdullah Hamid**

A McKenzie, Planner, made a presentation relative to the proposal .

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.

**(e) 23/0738/PP - Construction of vehicular access and associated works at Torrance House Erskine Harbour Erskine PA8 6PA by CWP Erskine Ltd**

C Murray, Planner, made a presentation relative to the proposal

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.

**(f) 24/0052/EB - Section 36 application to construct and operate a 150MW battery energy storage facility together with associated infrastructure, substation, security fencing, cctv, security lighting and landscaping (Energy Consents Unit consultation request) to view plans go to <https://www.energyconsents.scot/> at Neilston Battery Storage System Site, Gleniffer Road Paisley by Carolanne Brown Energy Consents Unit Scottish Government**

J Weir, Planner, made a presentation relative to the proposal

In terms of Standing Order 59 Councillor Paterson, moved that no objection be submitted in respect of the Section 36 application subject to the conditions and reasons detailed within the report. This was agreed unanimously.

**DECIDED:** That no objection be submitted in respect of the Section 36 application subject to the conditions and reasons detailed within the report.

**(g) 24/0118/PP - Section 42 application to vary conditions 4 and 5 of planning permission 99/02668/DC, to allow for increased gross retail floorspace and to widen the range of goods sold from Unit I and to consolidate previously granted consents to allow a wider range of goods to be sold from Units D2, E and J at Braehead Retail Park 136 King's Inch Drive Renfrew Glasgow G51 4BT by Braehead (Glasgow) Ltd**

F Knighton, Planner, made a presentation relative to the proposal.

It was highlighted that condition 2 as detailed on page 209 of the agenda pack required to be amended to read:-

The retail warehouses shall be used for the sale of Do-It-Yourself, furniture, carpets, electrical, gardening goods and automotive goods and accessories to the satisfaction of the Planning Authority, with the exception that:

Unit I and its associated external display area comprising 3,439 square metres gross will comprise of Class 1A retail floorspace under the Town and Country Planning (Use Classes) (Scotland) Order 1997 (as amended), with no more than 825 square metres used for the sale of convenience goods.

Unit D2 shall be used for the sale of Class 1A unrestricted comparison (non-food) goods only in accordance with planning permission reference 13/0502/PP.

Unit E shall be used for the sale of Class 1A unrestricted comparison (non-food) goods only in accordance with planning permission reference 21/0027/PP.

Unit J, which measures 10,558 square metres gross, shall be used for the sale of Class 1A goods, of which no more than 6,332 square metres shall be used for the sale of convenience goods and no more than 4,226 square metres shall be used for the sale of comparison goods. This is in accordance with planning permission 08/0698/PP.

Reason: To define the consent to ensure the use of the retail units reflects the role and function of the commercial centre, and to ensure that the use does not have an adverse impact upon the role and function of any other network centre.

In terms of Standing Order 59 Councillor Paterson, moved that no objection be submitted in respect of the Section 42 application subject to the conditions and reasons, as amended and detailed within the report. This was agreed unanimously.

**DECIDED:** That the application be granted subject to the conditions, including the amendment noted above and reasons as detailed within the report.

**(h) 24/0153/PP - Erection of up to a 49.9MW Battery Energy Storage System Ward 2 (BESS) at Land Off Barnwell/Wright Street Renfrew PA4 8AN by P3P Partners LLP**

J Weir, Planner, made a presentation relative to the proposal.

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.

## Minute of Meeting Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 29 May 2024	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 Eddie Devine, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor John Gray, Councillor James MacLaren, Councillor Janis McDonald, Councillor Iain McMillan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Iain Nicolson, Councillor Andy Steel

### Chair

Councillor Campbell, Convener, presided.

### In Attendance

G McNeil, Director of Environment, Housing & Infrastructure; G Hutton, Head of Operations & Service Development, G Hannah, Head of Climate, Public Protection & Roads, C Dalrymple, Head of Facilities and Property Services, N Drummond, Lead Officer (Environmental Co-ordination), G Darbyshire, Senior Service Delivery Manager, L Hepburn, Senior Manager, Neighbourhood Services, Waste and Fleet, G Heaney, Climate and Public Protection Manager, J McElhinney, Fleet & Sustainable Transport Manager, L Ward, Waste & Recycling Manager, J Wallace, Infrastructure & Assets Manager, C Hunter, Environmental Health Public Health Manager and B Wilson, Neighbourhood Services Manager (all Environment, Housing & Infrastructure); A Morrison Head of Economy & Development Services and A Johnson, Principal Estates Surveyor (Chief Executive's); and L Dickie, Finance Business Partner, E Gray, Senior Committee Services Officer and D Cunningham, Committee & Licensing 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 on the Council's internet site.

## **Declarations of Interest and Transparency Statements**

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

### **1 Environment, Housing and Infrastructure - Service Improvement Plan 2023-26 Outturn Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to performance to deliver the Environment, Housing and Infrastructure Service Improvement Plan 2023/26 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided details of the key achievements of the service over the period; an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2022/25 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

#### **DECIDED:**

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

(b) That the progress to date on delivering the actions contained within the Environment, Housing and Infrastructure - Service Improvement Plan 2023/26 be noted; and

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

### **2 Environment, Housing and Infrastructure - 2024-2027 Service Improvement Plan**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment, Housing and Infrastructure Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 2024.

#### **DECIDED:**

(a) That the Service Improvement Plan 2024/27, as appended to the report, be approved; and

(b) That it be noted that the mid-year progress of the Service Improvement Plan would be reported to this Policy Board in autumn 2024, with updates to the performance indicators and action plan.

### 3 **Service Update Report**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to a Service Update.

The report provided an overview of key service activities since the last meeting of this Policy Board on 20 March 2024 and an update on the services and key projects delivered during this period.

#### **DECIDED:**

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

(b) That the response by officers to the Strathclyde Regional Bus Strategy Consultation attached at Appendix 1 of this report be approved.

### 4 **Environment, Housing and Infrastructure Annual Health and Safety Report (2023/24) and Plan (2024/25)**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment, Housing and Infrastructure Annual Health & Safety Report 2023/24 and the Environment, Housing and Infrastructure Annual Health and Safety Plan 2024/25.

The Environment, Housing and Infrastructure Annual Health and Safety Report 2023/24 was attached as Appendix 1 of the report, while a copy of the Environment, Housing and Infrastructure Annual Health and Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health and Wellbeing Plan promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The activity during 2023/24 was detailed in the Annual Health and Safety Report 2023/24. Arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety were detailed in the Annual Health and Safety Plan 2024/25.

#### **DECIDED:**

(a) The Environment, Housing & Infrastructure Health and Safety Report for 2023/24, attached at Appendix 1 to the report, specific to the areas of activity delegated to this Policy Board, be approved;

(b) That the Environment, Housing & Infrastructure Annual Health and Safety Plan 2024/25, attached as an Appendix 2 to the report, specific to the areas of activity delegated to this Policy Board, be approved; and

(c) That it be noted that the Report and Plan would also be submitted to the Communities & Housing Policy Board and the Finance, Resources & Customer Services Policy Board to approve the elements covered within those Boards' remits.

## 5 **Garden Waste Permit and Churches and Charities Review**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to reviews of the Council's Garden Waste Permit Scheme and Churches and Charities charges since their introduction over the course of the 2023/24 financial year.

The report provided an update on the progression of the service implementations and set out their current status. The report also provided reference to the wider landscape across Scotland and Renfrewshire's position in relation to these service areas.

### **DECIDED:**

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

(b) That the continuation of the garden waste permit and church and charity waste service arrangements as set out in the report be approved.

## 6 **Waste and Recycling Performance**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to waste and recycling performance.

The report provided an update on Renfrewshire Council's waste and recycling performance and progress against national waste and recycling targets. The report outlined challenges which could impact and limit progress towards meeting future government targets and identified a package of measures which aimed to increase recycling, optimise service delivery and enhance recycling provision and access to services for residents.

It was noted that the Service had applied to the Recycling Improvement Fund to cover the cost of the capital infrastructure required for recycling performance measures and that an update on the status of the application would be provided to the next meeting of this Policy Board.

### **DECIDED:**

(a) That the good progress the Council had made towards achieving national waste and recycling targets and the current challenges that impacted on improving recycling performance be noted;

(b) That the measures to be taken forward to improve the quality and quantity of recycling, reduce our carbon footprint and optimise and improve the performance of the waste collection service, set out at section 5 of the report, be noted;



(c) That, subject to an offer being made to Renfrewshire Council, the Director of Environment, Housing & Infrastructure, in conjunction with the Convener of the Infrastructure Land & Environment policy board and the Head of Corporate Governance, be authorised to accept an offer from the Recycling Improvement Fund to cover the cost of the capital infrastructure required to implement the package of recycling improvement measures as set out in section 6 of the report; and

(d) That it be noted that the Policy Board would be updated at the next meeting on the status of the application.

## 7 **Renfrewshire Council's 2024 Air Quality Action Plan Update**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Air Quality Action Plan Update 2024.

The report outlined that there had been a steady improvement of air quality across Renfrewshire Council and, as such, no exceedances of any air quality objectives since 2019. The Renfrewshire Council Air Quality Action Plan, as appended to the report at Appendix A, outlined new measures which Renfrewshire Council would deliver between 2024-2029 to continue to reduce concentrations of air pollutants within the Council area.

**DECIDED:** That the Renfrewshire Council 2024 Air Quality Action Plan Update be approved.

## 8 **Paisley Grammar School, Glasgow Road, Paisley**

There was submitted a report by the Chief Executive relative to Paisley Grammar School.

The report sought approval to declare the existing Paisley Grammar School site and buildings as surplus to Renfrewshire Council's operational requirements and that the buildings and site be marketed for sale.

**DECIDED:** That the buildings and site, as indicated within Appendix 1 to the report, be declared surplus to the Council's operational requirements to enable the marketing for sale of the buildings and site.

## 9 **Shop Premises at 8 Lochaline Avenue, Paisley**

There was submitted a report by the Chief Executive relative to a proposed lease extension at 8 Lochaline Avenue, Paisley in favour of the current tenants, Stephen and Carol Ticcioni.

**DECIDED:** That the lease extension at 8 Lochaline Avenue, Paisley in favour of the current tenants, Stephen and Carol Ticcioni, based on the contents of the report, be approved.

10 **32 Houstoun Court, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of 32 Houstoun Court, Johnstone, to Arthur Ononye trading as Group Enterprises SCIO.

**DECIDED:** That the new lease of 32 Houstoun Court, Johnstone to Arthur Ononye trading as Group Enterprises SCIO, based on the contents of the report, be approved.

11 **34 Houstoun Court, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of 34 Houstoun Court, Johnstone to Jane Struthers and Kari Butler.

**DECIDED:** That the new lease of 34 Houstoun Court, Johnstone to Jane Struthers and Kari Butler, based on the contents of the report, be approved.

12 **36 Houstoun Court, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of 36 Houstoun Court, Johnstone to Johnstone Textile Space CIC.

**DECIDED:** That the new lease of 36 Houstoun Court, Johnstone to Johnstone Textile Space CIC, based on the contents of the report be approved.

13 **40 Houstoun Court, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of 40 Houstoun Court, Johnstone to Tom Pittaway.

**DECIDED:** That the new lease of 40 Houstoun Court, Johnstone to Tom Pittaway, based on the contents of the report, be approved.

14 **Unit J Floors Street, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of Unit J Floors Street, Johnstone to Nwabueze Samueln Ogbodo, trading as Precious Palms Ltd.

**DECIDED:** That the new lease of Unit J Floors Street, Johnstone to Nwabueze Samueln Ogbodo, trading as Precious Palms Ltd, based on the contents of the report, be approved.

15 **38/40 MacDowall Street, Johnstone**

There was submitted a report by the Chief Executive relative to a new lease of 38/40 MacDowall Street, Johnstone to Iain McCallum.

**DECIDED:** That the new lease of 38/40 MacDowall Street, Johnstone to Iain McCallum, based on the contents of the report, be approved.

16 **15-17 Dunlop Crescent, Renfrew**

There was submitted a report by the Chief Executive relative to a new lease of 15-17 Dunlop Crescent, Renfrew to Megan Macgregor trading as The Corefactory.

**DECIDED:** That the new lease of 15-17 Dunlop Crescent, Renfrew to Megan Macgregor, trading as The Corefactory, based on the contents of the report, be approved.

17 **Community Asset Transfer Annual Return (1st April 2023 – 31st March 2024)**

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 2023 to 31 March 2024 the Council received 33 new applications, enquiries and expressions of interest in relation to Community Asset Transfers (CAT). A total of five applications were validated in the period, five applications approved and two applications were concluded.

**DECIDED:**

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

(b) That the Head of Economy & Development be authorised to submit the return to the Scottish Government and publish it on the Council's webpage.

**EXCLUSION OF PRESS AND PUBLIC**

**The Board resolved that the 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 9 of part I of schedule 7A of the Local Government (Scotland) Act 1973.**

18 **Old Farmhouse Community Centre and Ground at 2A Meadows Drive, Erskine**

There was submitted a report by the Chief Executive relative to the Old Farmhouse Community Centre and adjacent ground at 2A Meadows Drive, Erskine.

**DECIDED:** That the recommendations outlined in section 2 of the report be approved.



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

Date	Time	Venue
Thursday, 30 May 2024	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Neill Graham, Councillor Sam Mullin, Councillor Bruce MacFarlane and Councillor John McNaughtan.

### Chair

Councillor Burns, Convener, presided.

### In Attendance

K Clark, Strategic Lead Partner (People), L Stewart, Operational People Partner and E Currie, Senior Committee Services Officer (all Finance & Resources).

### Apology

Councillor Hughes.

### Declarations of Interest and Transparency Statements

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **1 Environment & Infrastructure Services**

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

The appellant appeared together with D Hutchings and G Cochrane (UNITE) in relation to the appeal. G Heaney, Climate & Public Protection Manager (Environment, Housing & Infrastructure) and R McCance, People Adviser (Finance & Resources) represented management.

G Heaney presented the management case and called J Robertson as a witness.

Following a request, it was agreed by the Panel and representatives of the appellant's side that supplementary papers submitted on behalf of the management side be circulated to those present.

#### **Adjournment**

The meeting adjourned at 9.50 am and reconvened at 10.00 am.

G Heaney resumed presenting the management case. Thereafter, the appellant's side and members of the panel had an opportunity to question the witness and evidence presented.

Following a request, it was agreed by the Panel and representatives of the management side that supplementary papers submitted on behalf of the appellant's side be circulated to those present.

#### **Adjournment**

The meeting adjourned at 10.25 am and reconvened at 10.35 am.

G Heaney again resumed presenting the management case. Thereafter, the appellant's side and members of the panel had an opportunity to question the witness and evidence presented.

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

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

Both parties were recalled and advised by the Convener that the Appeals Panel had agreed that the grounds of the appeal had been substantiated and that the appeal was upheld.

**DECIDED:** That the grounds of the appeal had been substantiated and that the appeal was upheld.





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

Date	Time	Venue
Friday, 31 May 2024	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Fiona Airlie-Nicolson Councillor Stephen Burns, Councillor Gilliam Graham, Councillor Neill Graham, Councillor Anne Hannigan and Councillor Cathy McEwan.

### Chair

Councillor Burns, Convener, presided.

### In Attendance

K Clark, Strategic Lead Partner (People), P Wilson, Operational People Partner and E Currie, Senior Committee Services Officer (all Finance & Resources).

### Apology

Councillor Hughes.

### Declarations of Interest and Transparency Statements

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **1 Environment, Housing & Infrastructure**

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

The appellant appeared together with J Boylan (UNISON) in relation to the appeal. L Ward, Waste & Recycling Manager (Environment, Housing & Infrastructure) and N Meechan, People Adviser (Finance & Resources) represented management.

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

#### **Adjournment**

The meeting adjourned at 10.45 am and reconvened at 11.20 am.

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

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

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 that the appeal was not upheld.

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

## Minute of Meeting Appointment Board - Head of Education

Date	Time	Venue
Friday, 31 May 2024	15:00	MS Teams,

**Present:** Councillor Graeme Clark, Councillor Neill Graham, Councillor John Gray, Councillor Robert Innes, Councillor Iain Nicolson, Councillor Andy Steel

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

J O'Neill, Director of Children's Services; and R Laouadi, HR Manager (Finance & Resources).

### Apology

Councillor J Cameron.

### Declarations of Interest and Transparency Statements

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

### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Head of Education**

There were submitted copies of the forms of applications for the candidates for the post of Head of Education. The Board considered the applications in detail and agreed the short list of candidates who would be invited to attend the assessment centre on 11 and 12 June 2024 and interviews to be held on 20 June 2024.

**DECIDED:** That the short list of candidates as agreed be invited to attend the assessment centre on 11 and 12 June 2024 and interviews to be held on 20 June 2024.

## Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 04 June 2024	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Chris Gilmour, Councillor Neill Graham, Councillor Bruce MacFarlane, Councillor Jim Paterson

### Chair

Councillor Paterson, Convener, presided.

### In Attendance

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

### Apology

Councillor Nicolson.

### Declarations of Interest

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

### Transparency Statements

Councillor Gilmour indicated that he and other members of the LRB had a connection to LRB 03.24 by reason of the email correspondence issued on behalf of the applicant to all members regarding the application. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

## 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 LRB03.24

Consideration was given to a Notice of Review submitted in respect of the Planning Authority's decision to refuse planning permission for the erection of dwellinghouse and livestock barn (in principle) at Site 500 metres south west of Undercraig Farm House, Galahill Road, Langbank. (23/0158/PP)

The Convener reminded members that this review had first been considered at a meeting of the LRB held on the 26 March 2024 when the LRB had decided that it was unable to determine the review without further procedure and determined that the review should proceed by means of written submission.

In terms of further written submission, a procedure notice had been issued to the appellant following the LRB meeting held on 24 April 2024 requesting that they provide further written submissions detailing the business reasons, together with supporting evidence, why the proposed dwellinghouse and livestock barn required to be erected at the proposed site.

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

- (i) the Planning Authority's submission, 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 Procedure Notice seeking further information from the appellant together with the response.

The Convener 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 LRB03.24/Planning Application 23/0158/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

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

Councillor MacFarlane indicated that he was of the view that the application should be granted subject to conditions outlining the main reasons for adopting this position and in particular referencing his assessment of the proposal against criteria in terms of Policies 8 – Green Belts; 16 – Quality Homes and 17 – Rural Homes of National Planning Framework 4 and Policies ENV1 -Green Belt of the Renfrewshire Local

Development Plan 2021 and associated New Development Supplementary Guidance.

## **ADJOURNMENT**

The meeting adjourned at 2.06 pm and reconvened at 2.15 pm.

Following consideration, Councillor MacFarlane, seconded by Councillor Gilmour, moved that the application be granted, subject to the following conditions for the reasons detailed;

1. That prior to the commencement of any works on site, a written application and plans in respect of the following matters shall be submitted to, and approved in writing by, the Planning Authority:

(a) the layout of the site, including all buildings, roads, footways, provision for storage of refuse bins, parking areas, lighting and surface finishes, including parking arrangements (based on the parking standards set out within Part 3 of the National Roads Development Guide), and any new internal roads, accesses and circulation routes;

(b) the design of the access including sight lines, dimensions, gradients and surface material;

(c) the siting, design and external appearance of the dwellinghouse and any other outbuildings including details of materials to be used;

(d) a topographical survey detailing the existing and proposed ground levels within the application site, and a proposed site layout defining all engineering works including drainage, retaining walls, finished floor levels and finished ground levels for all ground works and engineering operations;

(e) the design, location and finish of all gates, fences walls and any other means of enclosure to be erected within the site, including any existing fences, walls and other boundary treatments within the site to be retained;

(f) the details of, and timetable for, the provision of drainage works which shall accord with the Council's Drainage Impact Assessment Guidance notes;

(g) the details of, and timetable for, the disposal of sewage;

(h) the phasing of the development; and

(i) a detailed landscaping scheme which includes the location, size and species of all tree planting, areas of turfing, seeding and earth moulding, areas of hard standing, and the location, size and species of shrub planting.

Thereafter the development will be implemented in accordance with the approved matters.

Reason: The approval is in principle only.

2. That prior to occupation of the dwellinghouse, the four passing places as shown in the document titled 'Proposed Passing Places' shall be formed and made available for use to the satisfaction of the Planning Authority.

Reason: To improve the access road that serves the dwellinghouse in the interests of traffic safety.

This was unanimously agreed.

**DECIDED:** That the application be granted subject to the above conditions for the reasons detailed, as the proposal was deemed to comply with the requirements of Policies 8, 16 and 17 of National Planning Framework 4 and Policy ENV1 of the Renfrewshire Local Development Plan 2021 and associated New Development Supplementary Guidance.

### 3 **LRB04.24**

Consideration was given to a Notice of Review submitted in respect of the Planning Authority's decision to refuse planning permission for the erection of a detached two storey dwellinghouse with associated two storey outbuilding and landscaping to operate as smallholding at a site on South-Western Boundary of West Cottage, Houston Road, Bishopton. (23/0496/PP)

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

- (i) the Planning Authority's submission, 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 Procedure Notice seeking further information from the appellant together with the response.

The Convener 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 LRB04.24/Planning Application 23/0496/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

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

Councillor MacFarlane indicated that he was of the view that the application should be granted subject to conditions outlining the main reasons for adopting this position and in particular referencing his assessment of the proposal against various green belt criteria in terms of Policy 8 – Green Belts of National Planning Framework 4 and Policy ENV1- Green Belt of the Renfrewshire Local Development Plan 2021.

Following consideration, Councillor MacFarlane, seconded by Councillor Gilmour, moved that the application be granted, subject to the following conditions for the reasons detailed;

1. A visibility splay of 4.5 metres x 60 metres x 1.05 metres shall be provided and maintained at all times in accordance with the details shown on application drawing



653-AP2-102 Revision A.

Reason: In the interests of road safety.

2. Prior to the commencement of development on site, full details and/or samples of all external finishing materials, including details and/or samples of the proposed finishings for all walls, roofs, windows, doors and rainwater goods, shall be submitted to, and approved in writing by, Renfrewshire Council as Planning Authority. Thereafter only the approved materials shall be used in the development of the site.

Reason: In the interests of visual amenity.

3. Prior to the commencement of development on site, the developer shall provide a plan for the written approval of Renfrewshire Council as Planning Authority confirming the location, design and finish of any new or replacement boundary fences, walls, gates or other means of enclosure. The development shall thereafter be undertaken only in accordance with the approved plan to the satisfaction of the Planning Authority.

Reason: To ensure proposed boundary treatments are appropriate for use at the site in the interests of visual amenity.

4. Prior to the commencement of development, a scheme outlining full measures for the collection and treatment of sewage shall be submitted for the written approval of Renfrewshire Council as Planning Authority. Thereafter, the development shall only proceed on the basis of the approved scheme unless otherwise amended in accordance with any revised scheme which has been agreed in writing by Renfrewshire Council as Planning Authority.

Reason: To ensure that the sewage from the site is treated in an appropriate manner.

5. That during construction the line of trees planted alongside the south-west and south-east boundaries of the site shall be suitably protected in accordance with the measures outlined in British Standard BS5837:2012 'Trees in Relation to Design, Construction and Demolition. Recommendations'.

Reason: In the interests of preserving the existing treecover and rural landscape.

6. Prior to construction details of a tree planting scheme along the south-western and south-eastern boundaries of the site shall be submitted for the written approval of the Council as Planning Authority. Thereafter the approved scheme shall be implemented within the timescale detailed in the planting scheme. Where any trees die, these will be replaced with trees of equivalent species and scale to the satisfaction of Renfrewshire Council as Planning Authority.

Reason: In the interests of preserving the rural landscape and maintaining a defensible greenbelt boundary between the development site and the adjacent green belt.

Information previously submitted by the applicant notes a tank used to be present on the site. While there is no requirement for action at this stage, should ground disturbance uncover any evidence of contamination or unusual materials (e.g. membranes, relict structures, materials with unusual colour/texture/odour, staining/sheens, etc) during the proposed works, all work should cease immediately. The applicant should then seek professional advice regarding the ground conditions at the site, and any implications for the proposed development, and notify the Building Standards section of the Council in the first instance.

This was unanimously agreed.

**DECIDED:** That the proposed development be granted subject to the above conditions for the reasons detailed, as the proposal was deemed to comply with the criteria set out in Policy 8 of National Planning Framework 4 and Policy ENV1 of the Renfrewshire Local Development Plan 2021 and associated New Development Supplementary Guidance.

## Note of Inquorate Meeting Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Wednesday, 05 June 2024	15:30	Microsoft Teams Meeting,

**Present:** Councillor Stephen Burns, Councillor Graeme Clark

### In Attendance

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

### Quorum

Ten minutes after the appointed time of the meeting a quorum was not present and in terms of Standing Order 8 the meeting stood adjourned.



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 06 June 2024	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Audrey Doig, Councillor Neill Graham, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Managing Solicitor (Licensing), E Currie, Senior Committee Services Officer, D Cunningham, Committee Services & Licensing Officer, K Marriott (for items 11 to 16 only) and R McCallum, both Licensing & Committee Assistants (all Finance & Resources).

### Apologies

Councillors Hughes, McDonald and Mullin.

### Declarations of Interest

Councillor Montgomery declared an interest in item 5(b) for the reason that he had knowledge of the application. Councillor Montgomery indicated that as he had declared an interest, he would withdraw from the meeting during any discussion and voting on the item.

Councillor Steel declared an interest in item 3 for the reason that the applicant was known to him. Councillor Steel indicated that as he had declared an interest, he would withdraw from the meeting during any discussion and voting on the item.

## **Additional Item**

The Convener intimated that there was an additional item of business in relation to an application for Late Hours Catering exemption which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 5 below, was urgent, authorised its consideration.

## **Order of Business**

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering the additional item of business after item 4 of the agenda; item 6 of the agenda before item 5 of the agenda; item 5(b) of the agenda before item 5(a) of the agenda; item 11(b) of the agenda before item 10 of the agenda; item 13 of the agenda after item 11(b) of the agenda; and item 14 of the agenda after item 13 of the agenda.

### **1 Deputation**

Under reference to item 1 of the Minute of the meeting of this Board held on 28 March 2024, the Board heard a deputation from Jason Tannahill, on behalf of Renfrewshire Public Hire Association, relative to the vehicle age and specification for taxis and the Association's position regarding the WAV policy adopted by the Council.

There followed a question and answer session in relation to the matters raised by the deputation.

**DECIDED:** That the matters raised by the deputation be noted.

### **2 Variation of Private Hire Car Operator's Licence - Personal Appearance**

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

Applicant: Margaret McGarrell

Variation: exception to policy and standard condition 1

Licence No.: PH1074

There was no appearance by or on behalf of Ms McGarrell, the applicant. The Convener proposed that the application be considered in Ms McGarrell'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.

## **Declaration of Interest**

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

### **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 first time:-

Applicant: Martin Millar  
Licence No.: PH0962

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

## **Sederunt**

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

### **4 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: David Gay  
Proposed Operator: Thomas Khawli  
Licence No.: TX147

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

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

## 5 **Late Hours Catering Exemption**

There was submitted the undernoted application for a Late Hours Catering exemption:-

Applicant: Greggs PLC

Premises: Greggs Glasgow Airport, International Arrivals Level, Paisley

Activity: sandwiches, bread, cakes, pizza, sausage rolls, bakes, donuts, cold drinks, hot food and hot drinks

Operating hours: 21 June to 21 August 2024 from 11.00 pm to 5.00 am daily

After consideration of all matters before the Board, the Convener proposed that the exemption be granted. This was agreed unanimously.

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

## 6 **Grant of Late Hours Catering Licence**

There was submitted the undernoted application for grant of a Late Hours Catering Licence:-

Applicant: Select Service Partner Limited

Premises: Tortilla, Departures Lounge, Glasgow Airport, Paisley

Activity: café restaurant serving hot and cold food and drinks

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

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year and that the applicant be an exception to the Board's policy on trading hours. This was agreed unanimously.

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

## **Declaration of Interest**

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

## 7 **Grant of Short-term Let Licences - Personal Appearances**

There were submitted the undernoted applications for grant of Short-term Let Licences. The applicants had been asked to appear personally for the first time together with the objector and late objector to application (a) and the late objector to application (b):-

(a) Applicant: Moving Forward

Premises: Flat 3/2, 6 Brabloch Park, Paisley



Mr Evans, on behalf of the applicant, and Mr A Hayatleh, who had submitted an objection received outwith the statutory timescale to the application, were invited into the meeting. There was no appearance by Mr M Hayatley, the objector to the application.

On hearing the reasons for the lateness of Mr A Hayatleh's objection, the Convener proposed that the objection be taken into account when the application was being considered. This was agreed unanimously. Mr Evans objected to Mr A Hayatleh's objection being taken into account when the application was being considered.

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

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

### **Sederunt**

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

(b) Applicant: Junaid Khalid  
Premises: Flat 1/1, 14 Cardon Square, Renfrew

There was no appearance by or on behalf of Mr Khalid, the applicant. Mr Hunter was invited into the meeting on behalf of the Director of Environment, Housing & Infrastructure, who had submitted an objection received outwith the statutory timescale to the application. The Convener proposed that the application be considered in Mr Khalid's absence. This was agreed unanimously.

On hearing the reasons for the lateness of the objection, the Convener proposed that the objection 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 refused. This was agreed unanimously.

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

### **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.

## 8 **Grant or Variation of Market Operator's Licences - Personal Appearances**

There were submitted the undernoted applications for grant or variation of Market Operators' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to the applications:-

(a) Applicant: Stall Hire Scotland Limited

Location: Upper South entrance, Braehead Shopping Centre, Kings Inch Road, Glasgow

Activity: 34 food and craft stalls

Operating: Saturdays from 9.00 am to 5.00 pm

Licence type: grant of Market Operator's Licence

(b) Applicant: Stall Hire Scotland Limited

Location: X-Site, Kings Inch Road, Glasgow

Activity: 28 food and craft stalls

Operating: Saturday 13 July and Sunday 14 July 2024 from 12 noon to 6.00 pm

Licence type: temporary grant of Market Operator's Licence

(c) Applicant: Stall Hire Scotland Limited

Location: Upper South entrance, Braehead Shopping Centre, Kings Inch Road, Glasgow

Activity: 34 food and craft stalls

Operating: Saturdays from 9.00 am to 5.00 pm

Licence type: temporary grant of Market Operator's Licence

(d) Applicant: Stall Hire Scotland Limited

Variation: to vary condition 3 and to add 20 July 2024 from 10.00 am to 6.00 pm

Licence No.: MO-084

## 9 **Temporary Grant of Public Entertainment Licence - Personal Appearance**

There was submitted the undernoted application for grant of a temporary Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to the application:-

Applicant: Stall Hire Scotland Limited

Activity: food and drink festival with market stalls and street food, music acts, funfair rides, on sales bar, cooking demo food trucks and pop up gazebos

Location: Robertson Park, Renfrew

Operating hours: Saturday 29 June 2024 and Sunday 30 June 2024 from 10.00 am to 5.00 pm

Mr Clark, on behalf of the applicant, and his wife, Ms Fairfull, were invited into the meeting together with Mr McGowan, Solicitor. The Convener proposed that the applications referred to at items 8(a), (b), (c) and (d) and 9 of this Minute be considered together but that separate decisions be made. This was agreed unanimously.

Mr McGowan advised that application 8(c) was no longer proceeding as the Board were now considering the application for grant of the licence at the same time as the application for temporary grant of the licence. After consideration of all matters before the Board in relation to all applications, the Convener proposed (i) that application 8(a) for grant of a Market Operator's Licence be granted for a period of one year; (ii) that application 8(b) for temporary grant of a Market Operator's Licence be granted; (iii) that it be noted that application 8(c) was withdrawn; (iv) that application 8(d) for variation of a Market Operator's Licence be granted; and (v) that the application for temporary grant of a Public Entertainment Licence be granted. This was agreed unanimously.

**DECIDED:**

- (a) That application 8(a) for grant of a Market Operator's Licence be granted for a period of one year;
- (b) That application 8(b) for temporary grant of a Market Operator's Licence be granted;
- (c) That it be noted that application 8(c) had been withdrawn;
- (d) That application 8(d) for variation of a Market Operator's Licence be granted; and
- (e) That the application for temporary grant of a Public Entertainment Licence be granted.

**Adjournment**

The meeting adjourned at 11.50 am and reconvened at 12 noon.

**10 Renewal of Public Entertainment Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Public Entertainment Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection to the application and the Council's Director of Environment, Housing & Infrastructure, who had submitted a representation to the application:-

Applicant: Amigo Leisure Limited

Authorised activity: live bands, comedy shows, theatre shows, private functions and charity nights

Premises: Rocknrollas, 5 Wellmeadow Street, Paisley

Operating hours: Wednesdays and Thursdays from 7.00 pm to 11.00 pm; Fridays from 7.00 pm to 1.00 am; Saturdays from 12 noon to 1.00 am; and Sundays from 12 noon to 11.00 pm

Licence No.: PE-300

There was no appearance by or on behalf of the applicant. Sergeant Robertson was invited into the meeting on behalf of the Chief Constable who had submitted an objection to the application and Mr Hunter on behalf of the Council's Director of Environment, Housing & Infrastructure who had submitted a representation to the application. The Convener proposed that the application be considered in the applicant's absence. This was agreed unanimously. After consideration of all matters

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

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

#### 11 **Grant of Private Hire Car Driver's Licence**

There was submitted the undernoted application for grant of a Private Hire Car Driver's Licence:-

Ebrahim Andoura

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

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

#### 12 **Grant of Taxi Driver's Licence**

There was submitted the undernoted application for grant of a Taxi Driver's Licence:-

Victor Morosan

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

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

#### 13 **Grant of Private Hire Car Operator's Licence**

There was submitted the undernoted application for grant of a Private Hire Car Operator's Licence:-

Ali Shah Khamoosh

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.

#### 14 **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 together with Police Scotland who had submitted an objection to the application:-

Grzegorz Zbyszynski

Mr Zbyszynski, the applicant, was invited into the meeting together with Sergeant Robertson 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.

## 15 **Grant of Landlord Registration - Personal Appearance**

There was submitted the undernoted application for grant of Landlord Registration. The applicant had been asked to appear personally for the first time together with Police Scotland:-

Muhammad Anwar

Mr Anwar, the applicant, was invited into the meeting together with Sergeant Robertson on behalf of the Chief Constable. 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 Montgomery left the meeting prior to consideration of the following item of business.

## 16 **Grant of Short-term Let Licence - Personal Appearance**

There was submitted the undernoted application for grant of a Short-term Let Licence. The applicant had been asked to appear personally for the first time together with the objectors to the application:-

Applicant: Martin McCready

Premises: 1 Home Farm Steading, Erskine Ferry Road, Bishopton

Mr McCready, the applicant, was invited into the meeting together with Ms Duncan and Ms Turpie, objectors to the application, who advised that they also represented Ms Torrance, Mr Thompson, Mr Turpie, Ms Hamilton and Ms Blyth, objectors to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened and the Convener proposed that the application be granted for a period of three years. This was agreed unanimously.

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



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

Date	Time	Venue
Thursday, 06 June 2024	09:30	Corporate Meeting Room 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Stephen Burns, Councillor Chris Gilmour and Councillor Anne Hannigan.

### Chair

Councillor Burns, Convener, presided.

### In Attendance

K Clark, Strategic Lead Partner, P Wilson, Operational People Partner and C MacDonald, Senior Committee Services Officer (all Finance & Resources).

### Apology

Councillor J MacLaren.

### Declarations of Interest and Transparency Statements

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

### **1 Environment, Housing & Infrastructure**

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

The appellant appeared together with K Muat (GMB) in relation to the appeal. S Fraser, Lead Facilities Manager (Environment, Housing & Infrastructure) and K Dalziel, People Adviser (Finance & Resources) represented management.

S Fraser presented the management case and called D Barnes, Fact Finding Officer, as a witness. Thereafter, the appellant's side and members of the panel had an opportunity to question the witness and evidence presented.

K Muat 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.

#### **Adjournment**

The meeting adjourned at 10:00 am and reconvened at 10:24 am

Members of the Panel questioned the appellant's side further.

#### **Sederunt**

Both sides left the room while a matter of procedure was clarified by K Clark, Strategic Lead Partner.

Both sides re-entered the room and were informed that no new information could be submitted to the Panel. Both sides then summed up their position and then withdrew to allow the Panel to consider the matter and reach a decision.

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 had not been substantiated and the appeal was not upheld.



## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 13 June 2024	10:00	Via Teams Platform,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Neill Graham, Councillor Robert Innes, Councillor Alec Leishman, Councillor Iain Nicolson, Councillor John Shaw

#### Chair

Councillor Shaw, Convener, presided.

#### In Attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Partnerships, B Walker, Programme Director (City Deal & Infrastructure) and L Fingland, Service Planning & Policy Development Manager (all Chief Executive's); C Dalrymple, Head of Facilities & Property Services, J McElhinney, Fleet & Sustainable Transport Manager, J Murdoch, Housing Regeneration Manager and K Sillars, Housing Asset & Investment Manager (all Environment, Housing & Infrastructure); and M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Procurement, P Murray, Head of Digital, Transformation & Customer Services, R Cree, Head of People & Organisational Development, J Bowles, Corporate Procurement Manager, G Beattie, A Donaldson, L Gillan and R Park, all Strategic Category Managers, E Simpson, Strategic Lead Partner (Organisational Development), S Brydson and G Gordon, both Senior Procurement Specialists and B Bradley, Assistant Category Manager, G Innes, Senior Service Delivery Manager (Customer & Digital Operations), E Shields, Business Services Manager, S Fanning, Strategic Lead Partner (Health & Safety), R Davison, Digital Category Manager, R Phillips, Project Manager, E Gray Senior Committee Services Officer and D Cunningham, Committee Services & Licensing 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 on the Council's internet site.

## Apologies

Councillors Mullin and Grady.

## Declarations of Interest

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

## Transparency Statements

Councillor Ann-Dowling indicated that she had a connection to item 5 by reason of having a family member who attended PACE. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

Councillor Shaw indicated that he had a connection to item 5 by reason of having a family member who attended PACE. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Innes indicated that he had a connection to item 5 by reason of having a family member who attended PACE. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

### 1 **Joint Consultative Board (Non-Teaching)**

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-Teaching) held on 18 April 2024, a copy of which forms the Appendix to this document.

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

### 2 **Finance & Resources Service Improvement Outturn Report 2023/26**

There was submitted a report by the Director of Finance & Resources relative to performance to deliver the Finance & Resources Service Improvement Plan 2023/26 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2023/26 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

**DECIDED:**

(a) That the report be noted;

(b) That the progress, to date, on delivering the actions contained within the Finance & Resources - Service Improvement Plan 2023/26 be noted; and

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

### 3 **Finance & Resources Service Improvement Plan 2024/27**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 2024.

#### **DECIDED:**

(a) That the Finance & Resources Service Improvement Plan 2024/27, a copy of which was appended to the report, be approved; and

(b) That it be noted that mid-year progress with the Service Improvement Plan, with updates to the actions and performance indicators, would be submitted to this Policy Board in autumn 2024.

### 4 **FARS Health and Safety Report and Plan**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources Annual Health & Safety report 2023/24 and the Finance & Resources Annual Health & Safety Plan 2024/25.

The Finance & Resources Annual Health & Safety report 2023/24 was attached as Appendix 1 of the report, while a copy of the Finance & Resources Annual Health & Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health & Wellbeing Plan promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The report summarised the approach within Finance & Resources to health and safety, with the Annual Health & Safety Report 2023/24 detailing activity during 2023/24 and the Annual Health & Safety Plan 2024/25 outlining arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety.

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

## 5 **Chief Executive's Service Improvement Outturn Report 2023/24**

There was submitted a report by the Chief Executive relative to performance to deliver the Chief Executive's Service - Service Improvement Plan 2023/26 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2023/26 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

### **DECIDED:**

(a) That the report be noted;

(b) That the progress, to date, on delivering the actions contained within the Chief Executive's Service - Service Improvement Plan 2023/26 be noted; and

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

## 6 **Chief Executive's Service Improvement Plan 2024/27**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service - Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 autumn 2024.

### **DECIDED:**

(a) That the Chief Executive's Service - Service Improvement Plan 2024/27, a copy of which was appended to the report, be approved; and

(b) That it be noted that mid-year progress with the Service Improvement Plan, with updates to the actions and performance indicators, would be submitted to this Policy Board in autumn 2024.

## 7 **Chief Executive's Service - Annual Health and Safety Report 2023/2024 and Action Plan and Performance Indicators 2024/2025**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Annual Health & Safety report 2023/24 and the Chief Executive's Service Annual Health & Safety Plan 2024/25.

The Chief Executive's Service Annual Health & Safety report 2023/24 was attached as Appendix 1 of the report, while a copy of the Chief Executive's Service Annual Health & Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health & Wellbeing Plan promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The report summarised the approach within the Chief Executive's Service to health and safety, the Annual Health & Safety Report 2023/24 detailed activity during 2023/24 and the Annual Health & Safety Plan 2024/25 outlined arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety.

**DECIDED:**

(a) That the activity within areas in the remit of this Policy Board contained in the Chief Executive's Service Health & Safety report 2023/24, attached as Appendix 1 of the report, be noted; and

(b) That the Chief Executive's Service Annual Health & Safety Plan 2024/25, attached as Appendix 2 of the report, be approved.

**8 Environment, Housing and Infrastructure - Service Improvement Plan 2023-26 Outturn Report**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to performance to deliver the Environment, Housing & Infrastructure Service Improvement Plan 2023/26 during the 12-month period 1 April 2023 to 31 March 2024.

The report provided an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2023/26 Service Improvement Plan; and an assessment of performance in relation to the service scorecard of core performance indicators.

**DECIDED:**

(a) That the report be noted;

(b) That the progress, to date, on delivering the actions contained within the Environment, Housing and Infrastructure - Service Improvement Plan 2023/26 be noted; and

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

**9 Environment, Housing and Infrastructure - 2024-2027 Service Improvement Plan**

There was submitted a report by the Director of Environment, Housing and Infrastructure relative to the Environment, Housing & Infrastructure Service Improvement Plan 2024/27.

The Service Improvement Plan 2024/27, a copy of which was attached as Appendix 1 of the report, 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 autumn 2024.

**DECIDED:**

(a) That the Environment, Housing and Infrastructure Service Improvement Plan 2024/27, a copy of which was appended to the report, be approved; and

(b) That it be noted that mid-year progress with the Service Improvement Plan, with updates to the actions and performance indicators, would be submitted to this Policy Board in autumn 2024.

10 **Environment, Housing and Infrastructure Annual Health and Safety Report (2023/24) and Plan (2024/25)**

There was submitted a report by the Director of Environment, Housing & Infrastructure relative to the Environment, Housing & Infrastructure Annual Health & Safety report 2023/24 and the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25.

The Environment, Housing & Infrastructure Annual Health & Safety report 2023/24 was attached as Appendix 1 of the report, while a copy of the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25 was attached as Appendix 2 of the report. The Council's Health & Wellbeing Plan promoted a positive health and safety culture to ensure compliance with relevant Health and Safety legislation and supported the Council Plan in working together to achieve a thriving and connected Renfrewshire, creating opportunities for all. The report summarised the approach within the Environment, Housing & Infrastructure Service to health and safety, with the Annual Health & Safety Report 2023/24 detailing activity during 2023/24 and the Annual Health & Safety Plan 2024/25 outlining arrangements in place for 2024/25 for the management of health and safety and continuous improvement in relation to health and safety.

**DECIDED:**

(a) That the activity within areas in the remit of this Policy Board contained in the Environment, Housing & Infrastructure Health & Safety report 2023/24, attached as Appendix 1 of the report, be approved;

(b) That the activity within areas in the remit of this Policy Board contained in the Environment, Housing & Infrastructure Annual Health & Safety Plan 2024/25, attached as Appendix 2 of the report, be approved; and

(c) That it be noted that the Environment, Housing and Infrastructure Annual Health and Safety report 2023/24 and the Environment, Housing & Infrastructure Annual Health and Safety Plan 2024/25 had been submitted to meetings of the Infrastructure, Land and Environment Policy Board and Communities and Housing Policy Board where those elements within the report and Plan were within the remits of those Boards were approved.

## 11 **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 April 2024.

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 content of the report be noted.

## 12 **Customer Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance of key customer services functions including call centre, face-to-face and digital support for customers to April 2024.

The report provided an update on the overall contact centre call handling volumes and indicated that face-to-face services continued in Renfrewshire House. Details of customer volumes were provided in the report. The report advised that demand for Digital Services remained high and provided an update on the level of online transactions being completed.

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

## 13 **Civic Hospitality**

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

The report proposed the type and cost of civic hospitality to be provided in respect of each civic event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements to provide civic hospitality, or in the case of events that had already been arranged, to homologate the action taken by the Head of Corporate Governance, in consultation with the Provost, to provide civic hospitality as detailed below:-

- (i) Friends of Renfrewshire (Furth) - the provision of lunch for visiting members - £158.55;
- (ii) Douglas Street Nursery - a civic reception to mark their 70th anniversary - £900;
- (iii) The Wynd Counselling & Conference Centre - a civic reception to mark their 40th anniversary - £2,500;

- (iv) Accord Hospice - tickets for their Ladies Lunch event - £500;
- (v) Tannahill McDonald Club - a civic reception to mark their 250th anniversary of the birth of Robert Tannahill - £2,500;
- (vi) Event remembering William McNally - the provision of hospitality in the form of a buffet at the light switch on event at Tweedie Hall - £600;
- (vii) OneRen - a civic reception to mark the opening of the Paisley Arts Centre - £1,000; and
- (viii) Paisley & District Battalion of the Boys Brigade - civic hospitality for the presentations for the Queen's Badge and Duke of Edinburgh Awards - £1,750.

The report advised that the budget provision for 2024/25 for civic hospitality (including international links) was £46,460. Should the above be agreed, and taking account of previous decisions, the remaining balance would be approximately £13,700.

**DECIDED:**

- (a) That the provision of hospitality as detailed above for the Wynd Counselling & Conference Centre, the Tannahill McDonald Club, the official light switch on for Tweedie Hall, the reopening of Paisley Art Centre and the Boys Brigade Queen's Badge Awards be approved;
- (b) That the purchase of tickets for a table at the Ladies Lunch for Accord Hospice be approved;
- (c) That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for the agreed hospitality and ticket purchases; and
- (d) That the action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the Friends of Renfrewshire visit and the Douglas Street Nursery event be noted.

**14 Report on the Voluntary Redundancy/Voluntary Retirement Scheme**

There was submitted a report by the Director of Finance & Resources relative to the Council's Voluntary Redundancy/Early Retirements Scheme. A summary of the financial implications of the scheme for the period 1 April 2023 to 31 March 2024 was attached at Appendix 1 to the report.

The report detailed the number of employees leaving through the voluntary redundancy or voluntary early retirement schemes (VR/VER), and associated financial implications for the Council. It was confirmed that 74 employees (70.35 FTE) had left the Council through voluntary redundancy or early retirement in the period 1 April 2023 to 31 March 2024.

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



15 **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 the health, safety and wellbeing arrangements and performance of Renfrewshire Council in effectively managing health, safety, and wellbeing for the period 1 April 2023 to 31 March 2024.

The report set out the key areas of activity during the reporting period and provided detail on the number of incidents reported to the Health and Safety Executive and employees who had completed health and safety training courses.

**DECIDED:** That the health, safety and wellbeing arrangements and performance of the Council be noted.

16 **People Strategy 2021-26 : Revised HR &OD Policies - Disciplinary Policy and Performance Management Policy**

There was submitted a report by the Director of Finance & Resources relative to the ongoing implementation of the Council's People Strategy priorities: 'Our People Our Future 2021-2026'.

The report provided background to the People Strategy and detailed the work which had been carried out around the development of a new People, Performance and Wellbeing Policy (formerly known as People, Performance and Talent Policy) and Revised Disciplinary Policy which were attached at Appendices 1 and 2 of the report respectively.

**DECIDED:** That the revised HR&OD Policies, attached at Appendices 1 and 2 of the report, be approved.

17 **Review of Records Management Policy**

There was submitted a report by the Director of Finance & Resources relative to the Council's Records Management Policy, a copy of which was attached at Appendix 1 to the report.

The report provided a background to the Records Management Policy which was approved by the General Management & Finance Policy Board on 28 April 2010 and was subject to regular review.

A number of minor revisions to the policy were set out in the report which reflected the current structure of the Information Governance Team and incorporated reference to the Council's Business Classification Scheme which provided the primary framework for the organisation and life-cycle management of Council information and records.

**DECIDED:**

(a) That the revised Records Management Policy, which formed the appendix to the report, be approved; and

(b) That it be agreed that the Policy be reviewed on a two-yearly basis.

## 18 **Internal Audit**

There was submitted a report by the Director of Finance & Resources relative to a proposal to develop options in conjunction with neighbouring councils to address shared resilience issues within Internal Audit Teams.

The report provided detail on the Council's requirement to carry out audit and counter fraud activity and set out the risks faced by the team responsible for this in terms of resilience due to generally accepted difficulties with the recruitment of professional audit and fraud prevention staff within local government and the size and composition of the team. Due to the fact that this risk was also faced by neighbouring authorities, informal discussions had taken place with the Chief Financial Officers (Section 95 Officers) of Inverclyde Council and West Dunbartonshire Council to consider these risks and to begin to explore possible options which would address them.

The report summarised the discussions which had taken place and proposed that further development work on potential options be progressed and a report on the findings be presented to a future meeting of this Policy Board.

### **DECIDED:**

(a) That the informal discussions between Chief Finance Officers of Renfrewshire Council, Inverclyde Council and West Dunbartonshire Council with regards improving resilience within internal audit and counter fraud services be noted; and

(b) That it be agreed that further development work on potential options be progressed and that a report be submitted to a future meeting of this Policy Board.

## 19 **Facilities and Property Services - Service Update Report**

There was submitted an update report by the Director of Environment, Housing & Infrastructure relative to the operational performance of Facilities Management (Hard and Soft Services, including Building Services) and Property Services as delivered by Environment, Housing & Infrastructure since the last meeting of this Policy Board.

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

## 20 **Contract Award: Asbestos Surveying & Analytical Services; General Housing – Void & Repairs (RC-CPU-23-004)**

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a contract for Asbestos Surveying & Analytical Services; General Housing – Void & Repairs, (RC-CPU-23-004) to Environtec Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a services contract, being a Call-Off Contract made under Lot 4 of the Scotland Excel Framework Agreement for Asbestos Related Works and Services, reference 0722, for Asbestos Surveying & Analytical Services; General Housing – Void & Repairs, reference RC-CPU-23-004 in the form of NEC4 Term Service Short Contract June 2017 (as amended January 2019, October 2020 and January 2023) and 'Z' Clauses to Environtec Limited;

(b) That the maximum approved contract value of up to £720,000 excluding VAT for the service period, including use of any extension periods, for all Task Orders made under this contract be authorised;

(c) That a service period of one year with the option to extend by 12 months on three separate occasions be authorised;

(d) That it be noted that the starting date was anticipated to be 29 July 2024 and that any changes to the date would be confirmed in the Council's Letter of Acceptance;

(e) That it be authorised that the Contractor's total liability be limited to the levels of insurance to be maintained for this specific Work Order which equated to a minimum of £10 million for each and every claim in respect of loss or damage to property (except Plant and Materials and Equipment), and in the aggregate in respect of Products, and a minimum of £5 million in the annual aggregate for Professional Indemnity; or such increased level as a Council may specify for a particular Work Order under the competitive selection procedure; and

(f) That it be noted that the award of this contract required the provision of a Data Processor Agreement as indicated within the tender documentation.

21 **Contract Award: Asbestos Surveying & Analytical Services; Housing External Capital Programme Works (RC-CPU-24-004)**

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing & Infrastructure relative to the award of a contract for Asbestos Surveying & Analytical Services; Housing External Capital Programme Works, (RC-CPU-24-004) to Environtec Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a Services Contract, being a Call-Off Contract made under Lot 4 of the Scotland Excel Framework Agreement for Asbestos Related Works and Services, reference 0722, for Asbestos Surveying & Analytical Services; Housing External Capital Programme Works, in the form of NEC4 Term Service Short Contract June 2017 (as amended January 2019, October 2020 and January 2023) and 'Z' Clauses reference RC-CPU-24-004 to Environtec Limited;

(b) That the maximum approved contract value of up to £492,000 excluding VAT for

the service period, including use of any extension periods, for all Task Orders made under this contract be authorised;

(c) That a service period of one year with the option to extend by 12 months on three separate occasions be authorised;

(d) That it be noted that the starting date was anticipated to be 29 July 2024 and that any changes to this date would be confirmed in the Council's Letter of Acceptance;

(e) That it be authorised that the Contractor's total liability be limited to the levels of insurance to be maintained for this specific Work Order which equated to a minimum of £10 million each and every claim in respect of loss or damage to property (except Plant and Materials and Equipment), and in the aggregate in respect of Products, and a minimum of £5 million in the annual aggregate for Professional Indemnity; or such increased level as a Council may specify for a particular Work Order under the competitive selection procedure; and

(f) That it be noted that the award of this contract required the provision of a Data Processor Agreement as indicated within the tender documentation.

## 22 **Contract Award: Demolition and site clearance of Council properties at Tannahill area, Paisley (RC-CPU-23-218)**

There was submitted a joint report by the Directors of Finance & Resources and Environment, Housing and Infrastructure relative to the award of a contract for Demolition and site clearance of Council properties at Tannahill area, Paisley (RC-CPU-23-218) to Caskie Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a Works Contract, a Call-Off Contract under Lot 2 of the Scotland Excel Framework Agreement for Demolition and Deconstruction Works in the form of SBCC Minor Works Building Contract for use in Scotland, 2016 Edition as supplemented and amended by the Employer's Amendments for Demolition and site clearance of Council properties at Tannahill area, Paisley, reference RCCPU- 23-218 to Caskie Limited;

(b) That the Contract Sum of £630,817.00 excluding VAT for this Contract (the approved contract value) be authorised; and

(c) That it be noted that the date for commencement of the works was 15 July 2024, the date for completion was 52 weeks from the date for commencement of the works and that the actual dates would be confirmed in the Council's Letter of Acceptance to Caskie Limited.

## 23 **Contract Award: Supply and Delivery of 3x Refuse Collection Vehicles (RC-CPU-23-339)**

There was submitted a joint report by the Director of Finance & Resources and Environment, Housing & Infrastructure Services relative to the award of a contract for the Supply and Delivery of 3x Refuse Collection Vehicles (RC-CPU-23-339) to Farid Hillend Engineering Limited as part of the Council's Vehicle Replacement

Programme for 2024/25.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for the Supply and Delivery of 3x Refuse Collection Vehicles to Farid Hillend Engineering Limited made following a mini competition under Lot 10 (Bodies for Refuse Collection Vehicles) of the Scotland Excel Framework Agreement for the Supply and Delivery of Heavy and Municipal Vehicles (Reference 0321);

(b) That the approved contract value of £669,702 excluding VAT be authorised; and

(c) That it be noted that Farid Hillend Engineering Limited had confirmed that delivery of the vehicles would be made 38 weeks from receipt of the Letter of Acceptance and that delivery of the vehicles would be made to Fleet Services, Underwood Road, Paisley.

**24 Contract Award: Linwood ON-X: Refurbishment of Hockey Pitch (RC-CPU-23-275)**

here was submitted a joint report by the Director of Finance & Resources and Chief Executive relative to the award of a contract for the Linwood On-X: Refurbishment of Hockey Pitch (RC-CPU-23-275) to Allsports Construction & Maintenance Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a building contract in the form of SBCC Design and Build Contract for use in Scotland (DB/Scot) (2011 Edition) as supplemented by the Employer's Amendments for Linwood On- X: Refurbishment of Hockey Pitch (RC-CPU-23-275) to Allsports Construction & Maintenance Limited;

(b) That the Contract Sum of £456,224.41 excluding VAT be authorised;

(c) That a contingency spend of £89,766.00 excluding VAT, which equated to 19.68 percent of the Contract Sum, be authorised;

(d) That a total Approved Contract Value of £545,990.41 excluding VAT (which was the total of the Contract Sum plus the contingency spend) be authorised; and

(e) That it be noted that the Date of Commencement of the works was anticipated to be 15 July 2024, the Date of Completion of the works was anticipated to be 4 October 2024 and that any changes to these dates would be confirmed in the Council's Letter of Acceptance to Allsports Construction & Maintenance Limited.

**25 Contract Award: Tandlemuir Farm Peatland Restoration (RC-CPU-23-247)**

There was submitted a report by the Director of Finance & Resources and the Chief Executive relative to the award of a contract for Tandlemuir Farm Peatland Restoration (RC-CPU-23-247) to McGowan Environmental Engineering Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a works contract in the form of NEC3 Engineering and Construction Short Contract with Z clauses, for Tandlemuir Farm Peatland Restoration (RC-CPU-23-247) to McGowan Environmental Engineering Limited, subject to confirmation of funding from NatureScot;

(b) That the award of the contract for the total of the prices (Approved Contract Value) of £297,498.22 excluding VAT, subject to confirmation of funding from NatureScot, be authorised;

(c) That it be noted that the anticipated starting date was 2 September 2024, the completion date was 16 weeks from the starting date and that the actual dates will be confirmed in the Council's Letter of Acceptance to McGowan Environmental Engineering Limited.

26 **Contract authorisation report for Procurement Cards (RC-CPU-23-329)**

There was submitted a report by the Director of Finance & Resources relative to the award of contract for Procurement Cards to National Westminster Bank Public Limited Company.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the call-off contract, being a Call-Off Contract made under Crown Commercial Services Payment Solutions 2 Framework Agreement (RM6248), Lot 1 Procurement Cards for the Provision of Procurement Cards (RC-CPU- 23-329) to National Westminster Bank Public Limited Company, who had confirmed that they would be subcontracting the performance of this service to The Royal Bank of Scotland Public Limited Company;

(b) That the initial period of the Call-off Contract from 19 August 2024 until 30 October 2025, with the option to extend for a further two periods of 12 months, be noted and that it be further noted that the actual start date would be confirmed in the Order Form issued following the Framework Call-Off Award Procedure;

(c) That it be noted that the annual spend through the Call-off Contract was anticipated to be up to £5 million excluding VAT, however Council spend via procurement cards would fluctuate during the contract term;

(d) That it be noted that this was a collaborative procurement and the annual rebate available would be calculated based on collective spend of Cluster Members which was anticipated to be in excess of £100million, that it was therefore anticipated that the rebate to the Council will be up to £63,000 per annum and that there was no contract cost to the Council, as the provider took a transaction fee from the supplier of the goods being purchased via the card; and

(e) That the Core Terms of the Framework Agreement aggregate liability cap for this contract which would not exceed the greater of £5 million or 150% of the Estimated Yearly Charges be authorised.

## 27 **Active Multi Asset Investment Manager (RC-CPU-23-222)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for an Active Multi Asset Investment Manager to LGT Wealth Management Limited (CRN SC317950).

### **DECIDED:**

(a) The Head of Corporate Governance be authorised to award the contract for an Active Multi Asset Investment Manager, reference RC-CPU-23-222, to LGT Wealth Management Limited;

(b) That the maximum approved contract value of £698,610 excluding VAT for the full contract period, including any extensions (£139,722 per annum) be authorised;

(c) That it be noted that the contract was for a period of three years with the option to extend for up to a further two years; and

(d) That it be noted that the anticipated Commencement Date of the Contract was 1 September 2024 and that the actual Commencement Date would be confirmed in the Council's Letter of Acceptance.

## 28 **Contract Authorisation Report for Payment Processing Service (RC-CPU-23-236)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for or Payment Processing Services to Access Paysuite Limited.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for Payment Processing Services to Access Paysuite Limited, being a Call-Off Contract made under Lot 2 of the Crown Commercial Services G-Cloud 13 Framework Agreement (RM1557.13);

(b) That the Call-Off Contract for an initial term of three years with the option to extend for up to 12 months be authorised;

(c) That it be noted that the proposed Call-Off Start Date was 1 August 2024 and that the actual date would be formally confirmed in the Crown Commercial Services G-Cloud 13 Framework Agreement RM1557.13 Call-Off Contract (Order Form);

(d) That the maximum approved Call-Off Contract value of up to £260,000 excluding VAT for the full Call-Off Contract period, including any extensions, be authorised; and

(e) That liability cap of £5 million in the aggregate per annum on direct loss, destruction, corruption, degradation or damage to any Council Data, not exceeding 150 percent of the annual charges all other Defaults, be authorised.

29 **Contract Authorisation Report for the Provision of Phishing Prevention Software (Reference: RC-CPU-23-313)**

There was submitted a report by the Director of Finance & Resources relative to the award of a contract for the Provision of Phishing Prevention Software to Softcat PLC.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for the Provision of Phishing Prevention Software to Softcat PLC, being a Call-Off Contract made under Lot 3 of the Crown Commercial Services (CCS) Framework Agreement for Technology Products & Associated Services 2 RM6098, in accordance with the Framework Call-Off Award Procedure;

(b) That the initial Contract Term of three years with the option to extend the contract for a period of two years on two separate occasions be authorised;

(c) That it be noted that the proposed Call-Off Start Date was 8 July 2024 and that the actual date would be confirmed in the Order Form in accordance with the Framework Call-Off Award Procedure;

(d) That the maximum approved contract value of £667,284.43 (excluding VAT) for the full Call-Off Contract period, including any extensions (7 years in total), including a fixed price of £254,457 (excluding VAT) for the initial three-year term plus an 8 percent contingency per annum in each of the extension years (four to seven), be authorised; and

(e) That the Core Terms of the Framework Agreement aggregate liability cap for this contract, which would not exceed the greater of £5 million or 150 percent of the Estimated Yearly Charges, be authorised.



## Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Thursday, 18 April 2024	15:00	Council Chambers/Hybrid,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes

### Representing Trades Unions

M Ferguson, M McIntyre and S Hicks (all UNISON).

### In Attendance

C Dalrymple, Head of Facilities & Property Services (Environment, Housing & Infrastructure), K Hampsay, Strategic Business Development Officer (Renfrewshire Health & Social Care Partnership), R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, and J Barron and D Cunningham, Committee Services Officers (all Finance & Resources).

### Appointment of Chairperson

In accordance with the terms of the constitution of the Joint Consultative Board (Non-Teaching), which stated that the Chair of the Board should alternate between the management-side and the trade unions it was proposed and agreed that Councillor Audrey Doig chair this meeting of the JCB (Non-Teaching).

**DECIDED:** That Councillor Audrey Doig chair the meeting.

### Apologies

Councillor Mullin, G Cochrane (UNITE) and J Boylan (UNISON).

## **Declarations of Interest and Transparency Statements**

Councillor Gilmour indicated that he had a connection to items 1, 2, 3, 4 and 5 of the agenda by reason of his membership of UNITE the Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 1, 2, 3, 4 and 5 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.

### **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 8 February 2024. UNISON advised they were visiting schools and promoting a campaign which concentrated on the issues of violence in early years centres and schools.

**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 ten grievances as at April 2024, an increase of one case 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 February 2024 and detailing the capacity and Services in which they were engaged. The report advised that as at 1 February 2024, 252 agency workers were employed across all Council Services, a decrease of 38 agency workers since January 2024. Renfrewshire Health & Social Care Partnership employed 155 of those agency workers.

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

#### 4 **Home Care Dispute**

The UNISON representatives expressed concern in relation to the ongoing dispute involving home care workers within Family and Wellbeing Services and advised of the ongoing work with management to resolve the dispute. The OD and Workforce Planning Manager confirmed there was a commitment from Services to resolve the dispute.

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

#### 5 **Car Parking - Failure to Agree**

The UNISON representatives expressed concern in relation to the changes to parking charges at Renfrewshire House and delays from management to include them in the consultation process. They were concerned that disabled drivers would be charged for permits, car pool cars were not available at short notice for emergencies, and cars were only available during working hours, when many staff would require use of out of hours for duties, and that Renfrewshire House was the only Renfrewshire Council staff car park where charges would be imposed.

Head of Facilities & Property Services advised he was aware of the concerns and responded to some of the points raised and advised that he was aware of the collective grievance from UNISON which had been submitted on this matter.

**DECIDED:** That the verbal report by noted.

#### 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 13 June 2024