

Minute of Meeting Council

| Date | Time | Venue |
|-------------------------|-------|----------------|
| Thursday, 03 March 2022 | 09:30 | Teams meeting, |

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

In Attendance

A Russell, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities & Housing Services; G McNeil, Director of Environment & Infrastructure; A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, B Walker, Programme Director, City Deal & Infrastructure, L Adamson, Communications & Public Affairs Manager and D Christie, Senior Communications Officer (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice, Children's Services; O Reid, Head of Communities & Public Protection, Communities & Housing Services; M Boyd, Head of People and Organisational Development, M Conaghan, Head of Corporate Governance, C McCourt, Interim Head of Finance & Business Services, S Muir, Finance Business Partner, L Belshaw and D Low, both Democratic Services Managers, G Dickie, Partnering & Commissioning Manager, A Stevenson, Assistant Business Partner, S Milligan, Service Desk/Remote Support Team Leader, I Blair, A Lowe and D Pole, all End User Technicians, C MacDonald, P Shiach and E Gray, all Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources); C Laverty, Interim Chief Officer (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (OneRen).

Chair

Provost L Cameron presided.

Apology

Councillor Sheridan.

Transparency Statement

Councillor Hood indicated that he had a connection to item 12 by reason of his son having used the Child and Adult Mental Health Service (CAMHS) in Renfrewshire. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Declarations of Interest

Councillor Ann-Dowling declared an interest in item 2 for the reason that she was Chair of the Renfrewshire Citizens Advice Bureau. Councillor Ann-Dowling indicated that as she had declared an interest, she would leave the online meeting during any discussion and voting on the item.

Councillor Montgomery declared an interest in item 2 for the reason that he was an employee of the Renfrewshire Citizens Advice Bureau. Councillor Montgomery indicated that as he had declared an interest, he would leave the online meeting during any discussion and voting on the item.

Recording of Meeting

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

Additional Items

Provost Cameron intimated that she had an emergency motion which had not been included in the Notice calling the meeting. Provost Cameron ruled that in terms of Standing Order 14(b), the emergency motion be considered by the Council as a matter of urgency as it related to the situation in Ukraine.

The Provost also advised that she had received notice of emergency motions by Councillor Hughes and Councillor Bibby which had not been included in the Notice calling the meeting. Provost Cameron ruled that in terms of Standing Order 14(b), the emergency motions by Councillors Hughes and Bibby be considered by the Council as a matter of urgency and be taken together as they both related to the situation in Ukraine.

It was noted that all three emergency motions would be taken up as additional items of business at the end of the meeting as agenda items 16 and 17.

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 2 and 9 together and items 3 and 7 together.

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

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

Council, 16 December 2021
Appointments Board, 18 January 2022
Communities, Housing & Planning Policy Board
Regulatory Functions Board, 19 January 2022
Education & Children's Services, 20 January 2022
Appointment Board, 21 January 2022
Audit, Risk & Scrutiny Board, 24 January 2022
Infrastructure, Land & Environment Policy Board, 26 January 2022
Personnel Appeals & Applied Conditions of Service Appeals Panel, 27 January 2022
Petitions Board, 31 January 2022
Finance, Resources & Customer Services Policy Board, 2 February 2022
Regulatory Functions Board, 3 February 2022
Appointments Board, 7 February 2022
Appointments Board, 15 February 2022
Leadership Board, 23 February 2022

DECIDED: That the Minutes be agreed.

Prior to consideration of the following items of business the Provost drew Members' attention to the provisions of Section 112 of the Local Government Finance Act 1992 which restricted the voting rights of Members on certain issues if they were in arrears with Council Tax payments.

Copies of the procedures to be followed in respect of consideration of the Revenue Estimates and Council Tax (item 2 of the agenda); and the Housing Revenue Account Budgets, Rent Levels and Capital Investment Plans (item 4 of the agenda) were appended to the relevant reports.

Declarations of Interest

Councillors Ann-Dowling and Montgomery having previously declared an interest in the following item, left the meeting and took no part in the discussion or voting thereon.

Sederunt

Councillor Don left the meeting during consideration of the following item.

2 Revenue Budget and Council Tax 2022/23

There was submitted a report by the Director of Finance & Resources relative to the Revenue Budget and Council Tax for 2022/23, together with appendices detailing revenue estimates for 2022/23; estimates of expenditure and income for the year ended 31 March 2023; and the General Fund probable outturn for 2022/23.

The report provided an overview of the Council's anticipated financial position on the General Fund revenue budget and set out the information required for the Council to set its budget and Council Tax for 2022/23. The report also recommended that councillors considered the immediate and medium-term financial context for the Council, the legacy impact of the Covid-19 pandemic on service costs and demands and income streams, the significant disruption to transformation plans, the need for the Council to support the social and economic recovery and renewal process, together with the ongoing financial pressures facing the public sector more generally all as detailed in the report.

It was noted that there would be a need for the budget position in 2022/23 to rely on the application of temporary financial flexibilities to address the reported budget deficit, with the need for the application of temporary financial flexibilities in this manner being a requirement to support the Council's annual budget over the medium term.

The report stated that the Scottish Government had not provided detailed spending plans beyond their draft budget for 2022/23 but had through its Medium-term Financial Strategy (MTFS) outlined significant challenges in terms of the national budget, if agreed priorities were to be funded. The planned publication in May 2022 of the Scottish Resource Spending Review would hopefully provide increased certainty for the Council in terms of potential levels of grant.

The report highlighted key headlines from the Scottish Government's draft budget for 2022/23 and the key elements of the Council's revenue settlement were summarised within the report and included an increase, in cash terms, in the Council's Government Revenue Grant Settlement of £13,935 million (4.0%); the inclusion within the Council's settlement of approximately £4.006 million of resources for Scottish Government priorities and commitments which drove a corresponding growth in Council spending; the requirement for the Council to forward around £11.655 million of funding for Social Care to the Integration Joint Board (IJB), as Children's Social Care and Criminal Justice was not delegated to the IJB in Renfrewshire.

In addition to the normal revenue settlement, the Scottish Government had also confirmed non-recurring Covid-19 specific funding for local government as part of the 2022/23 budget settlement of £120 million. It was noted that Renfrewshire's share of this funding was £3.982 million.

The report advised that the medium-term outlook for the Council continued to remain highly uncertain, and there were now expected to be permanent cost impacts from the pandemic; however, pay and grant would continue to be the two biggest determinants of the Council's financial outlook.

The report stated that in setting previous budgets, the Council had decided not to apply any general inflationary uplift to non-pay budgets. Given the financial challenges facing the Council, over the medium term and in line with historic practice, general non-pay inflation was not provided for in the 2022/23 budget. The Financial Regulations required charges for services to be reviewed at least annually. The overview of the Council's spending, outlined in Table 3 of the report, made provision of £0.155 million for an inflation adjustment to charges of 3%.

Councillor Shaw, seconded by Councillor Nicolson, moved:

1 That this Administration's fifth budget will continue to deliver on its commitments set out in its manifesto to the citizens of Renfrewshire to invest in inclusive economic growth, the environment, local communities and support the most vulnerable in Renfrewshire.

2 That as recommended by the Director, these budget proposals take a holistic view of resources available and include the use of the £1.800 million of available resources outlined in Agenda item 3 and direct them as follows: -

- In recognition of the critical role quality outdoor time has played in supporting our young people and wider communities during the challenging periods of lockdown, we will invest £0.400 million of funding supplemented by a further £0.800 million of capital funded through supported borrowing underpinned by £0.040 million of revenue resource, resulting in a total fund of £1.200 million to support a programme of lifecycle and maintenance improvements in artificial playing surfaces.

- £0.650 million of funding additional to the £2.350 million investment announced in 2020/21 and 2021/22, to support a programme of improvement projects across the school and early learning estate, bringing this total investment to £3.000 million over the three years.

- £0.700 million of additional funding (being £0.500 million from capital funds and £0.200 million from borrowing supported from recurring revenue resource of £0.015 million) to further augment the £2.330 million previously committed to invest in our community halls, with a future detailed report to the Leadership Board outlining proposals for this additional investment while prioritising our previous commitment for investment in Steeple Hall, Kilbarchan.

- £0.150 million of funding for a new Retail Improvement Fund directed to support local businesses improve shop fronts, replacing the Fund which had been repurposed in 2020 to support local businesses implement social distancing measures

- £0.100 million to extend the investment in the infrastructure with Renfrewshire's cemeteries, bringing the total investment since 2020/21 to £0.500 million.

3 Recognising the difficulties our town centres have faced over recent years, Council agrees to commit the £2.250 million of existing town centre resources as outlined in the capital plan to the following priority areas:

- Johnstone £0.500 million, with a focus on priority areas of Houston Arcade, Floors Street, High Street and Houston bandstand
- Villages £0.450 million in total, to underpin a conservation and heritage grants scheme for property owners in and around village centres (£0.250 million); and also to replenish the Villages Investment Fund (£0.200 million). Council will also aim to supplement the grants scheme through other external sources
- Erskine £0.300 million, to be prioritised to support the economic development of the town through the development of new build industrial units
- Renfrew £1.000 million, to support the development of options for key sites and buildings such as the former Police Station and amenity improvements around Blythswood.

Building on recent success in leveraging external funding, the Council will consider how the allocation of these resources could be utilised potentially as contributions to unlock further grant funding possible from a range of national government grant programmes. The Council also undertakes to examine emerging opportunities for investment in Linwood.

4 Recognising the proposed development of buildings surrounding County Square, in particular to the rear of the Piazza Centre, Council agrees to pause the redevelopment of County Square itself with the allocated resource of £2.6m being deferred in the capital plan to future years while clarity with regards the wider commercial proposals develops; noting that the allocated resource will remain earmarked for investment in Paisley town centre and will be subject to local consultation.

5 The Council has been successful in securing funding from the Learning Estate Investment Programme to enable a new Paisley Grammar School Community Campus to be progressed; and a further round of bids for LEIP funding will be invited later in 2022. Council commits £10m from existing resource within the schools estate management plan as match funding towards a priority bid for a new Thorn Primary School in Johnstone.

6 Many communities, households and families across Renfrewshire have been disproportionately impacted by the pandemic, with COVID exacerbating existing inequalities in terms of household income, health and wellbeing. The cost of living crisis is already beginning to worsen the challenges being experienced by local households and families. Tackling inequality and poverty, will continue to be key priorities for this Administration as we support communities to recover and thrive following the pandemic.

This Administration is not just committed to listening but acting to address these inequalities and that is why today we will commit the following additional resources to support a new Fairer Renfrewshire programme:

- £1 million from resources set aside in 2021/22 for social renewal and recovery in response to the pandemic but as yet uncommitted
- The Council's confirmed £3.982 million share of the £120 million of financial resources announced by the Scottish Government at Stage 2 of the Budget Bill on the 10th February 2022.

This further £4.982 million of funding will supplement our existing Tackling Poverty Programme and Alcohol & Drugs Commission resources, with all activity coming together to form one Fairer Renfrewshire programme.

Given the impacts of the pandemic and the cost of living crisis, we need to ensure that we are working with partners to adapt and to change the support that is available to people experiencing poverty and financial insecurity. This new funding commitment will support existing programmes of work around poverty and financial insecurity up to 2023/24 during which time the Council will explore sustainable funding options for the programme, ensuring Fairer Renfrewshire objectives remain a funded priority in the longer term.

Additionally, it is expected that tackling poverty across Renfrewshire's communities will be supported from the deployment of £290 million of additional resources across Scotland by the Scottish Government in 2022/23 to tackle fuel poverty and the cost of living crisis.

Furthermore, the Council will ensure every penny of the funding received from the Scottish Government's Local Authority COVID Economic Recovery Fund is allocated to support individuals and businesses recover from the pandemic and address cost of living challenges.

This commitment today will support our Social Renewal Plan, ensuring priorities and actions, co-produced by the community for the community, are backed up by substantial funding that will help and support our communities through this most challenging of times.

Full details of the deployment of these resources will be outlined in a future Fairer Renfrewshire report, however today we can confirm the following priority commitments to allow actions to be commenced now: -

- Funding for a joint 2-year pilot financial inclusion project in schools supported by Renfrewshire CAB; with a focus on areas where identified gaps in provision exist and those areas not covered by existing services such as Families First. The pilot will be fully developed in a future report to the Leadership Board.
- Additional top-up funding for Discretionary Housing Payments (DHP) of £0.300 million and top up funding to the Scottish Welfare Fund of £0.500 million.
- Building on the Scottish Government commitment to provide £150 to every household in council tax bands A-D and to every household in receipt of CTR; extend the funding of £0.230 million provided to households in 2021/22 from Winter Insecurity Monies and as agreed by the Leadership Board to tackle financial insecurity and

hardship with a further commitment of £0.270 million, bringing the total support to £0.500 million in 2022.

- Funding of £0.100 million supplementing the £0.250 million set aside in the 21/22 budget to address the issue of children and young people's mental health and wellbeing.

7 Council will commit £0.450 million from unallocated general reserves to pilot an enforcement service over 12 months to tackle fly tipping across Renfrewshire utilising CCTV technology and improved links to SEPA/Police Scotland; with a report back to the Infrastructure, Land and Environment Policy Board at the end of the pilot to assess future options.

8 Council will further commit £0.200 million from Covid-specific general reserves to replenish the Cultural Heritage & Events Fund (CHEF) in 2022/23 in order to continue to support our local cultural and heritage organisations.

9. Council also recognises the need to maintain a prudent level of unallocated reserves given the heightened level of risk over the medium term as outlined in the Director's report; and as previously agreed by Council, commits to maintain the Council's level of unallocated reserve at a minimum of £10.000 million moving into 2022/23, with any unallocated balance in excess of this amount to be transferred to the investment capital fund to provide additional capacity to support the financial flexibility mechanisms outlined in the Director's report over the medium term.

10 To protect services to the most vulnerable in Renfrewshire, and in line with the conditions set out in the 2022/23 financial settlement, agree to the recommendation outlined in the Director's report to make available £11.655 million of additional recurring resources to manage the net impact of new service and cost pressures within Adult Social Care Services, continue the implementation of the Carers Act, uplift free personal nursing care rates and provide funding for interim care and care at home services. These additional resources will be made available under delegation to the Renfrewshire Health and Social Care Partnership (RHSCP) from 1 April 2022. In addition, as part of this delegation process, agree to continue to work in pro-active partnership with the RHSCP and social care providers to secure payment of the £10.50 minimum pay settlement to all adult social care workers in commissioned services.

11 To agree the base budget assessment for all services for 2022/23 as recommended by the Director of Finance and Resources, and subject to agreement of item 9 above, agree a 2022/23 base budget of £457.367 million.

12 To agree to make provision in 2022/23 for pay inflation as detailed in section 5.1 of the Directors report and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources.

13 To agree to a general 3% inflationary increase in charges for services, subject to the note at paragraph 18 below.

14 To agree the resource allocations for 2022/23 for all services, as amended by these proposals.

15 To agree the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs

costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions.

16 Subject to agreement of the above, to agree that the council tax for 2022/23 be set at £1,354.88 for Band D subjects, representing a 3.0% increase in the 2021/22 level, and for all bandings to be set at:

| Band | 2021/22 | 2022/23 |
|-------------|----------------|----------------|
| A | 876.95 | 903.26 |
| B | 1,023.10 | 1,053.79 |
| C | 1,169.26 | 1,204.34 |
| D | 1,315.42 | 1,354.88 |
| E | 1,728.32 | 1,780.17 |
| F | 2,137.56 | 2,201.69 |
| G | 2,576.03 | 2,653.31 |
| H | 3,222.78 | 3,319.46 |

Note that the increase of 3% supports a financially responsible objective of achieving a recurring revenue balance with a minor revenue surplus of £0.055 million which is allocated as outlined at point 2 above.

Further note the £150 rebate as mentioned at point 6 above will result in every household in bands A-D and those in receipt of CTR paying less council tax in 2022/23 than in the current financial year.

17 Subject to agreement of the points above, agree that the Council's budget is underpinned by appropriate decisions and makes appropriate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement.

18 To agree to increase other charges for services by 3% (as detailed in paragraph 13 above) or where appropriate by the rate set in national legislation or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised:

- (a) to round the charge up or down to a figure deemed by them appropriate, and
- (b) not to impose any increase, if having reviewed the implications of the increase, he or she determines it would be inappropriate to do so, having regard to any material factor applicable to the goods or services to which the charge relates.

To note the requirement of financial code 13 that Directors review the amounts their departments charge for goods or services and if they think any charge needs to be increased, they will recommend this to the appropriate Board. The Council therefore agrees that when a Director carries out such a review and believes a charge for goods or services should be levied which reflects an increase greater than the increase of 3% or the rate set in national legislation or guidance, he or she will be entitled to recommend the same to the appropriate Board for approval.

Adjournment

The meeting adjourned at 9.45 am to allow members to consider the motion. The meeting reconvened at 10.00 am.

Declarations of Interest

Councillors Ann-Dowling and Montgomery having previously declared an interest left the meeting.

DECIDED:

(a) That the Administration's fifth budget would continue to deliver on its commitments set out in its manifesto to the citizens of Renfrewshire to invest in inclusive economic growth, the environment, local communities and support the most vulnerable in Renfrewshire;

(b) That as recommended by the Director, these budget proposals take a holistic view of resources available and include the use of the £1.800 million of available resources outlined in Agenda item 3 and direct them as follows: -

- In recognition of the critical role quality outdoor time has played in supporting our young people and wider communities during the challenging periods of lockdown, the Council will invest £0.400 million of funding supplemented by a further £0.800 million of capital funded through supported borrowing underpinned by £0.040 million of revenue resource, resulting in a total fund of £1.200 million to support a programme of lifecycle and maintenance improvements in artificial playing surfaces.
- £0.650 million of funding additional to the £2.350 million investment announced in 2020/21 and 2021/22, to support a programme of improvement projects across the school and early learning estate, bringing this total investment to £3.000 million over the three years.
- £0.700 million of additional funding (being £0.500 million from capital funds and £0.200 million from borrowing supported from recurring revenue resource of £0.015 million) to further augment the £2.330 million previously committed to invest in our community halls, with a future detailed report to the Leadership Board outlining proposals for this additional investment while prioritising our previous commitment for investment in Steeple Hall, Kilbarchan.
- £0.150 million of funding for a new Retail Improvement Fund directed to support local businesses improve shop fronts, replacing the Fund which had been repurposed in 2020 to support local businesses implement social distancing measures.
- £0.100 million to extend the investment in the infrastructure with Renfrewshire's cemeteries, bringing the total investment since 2020/21 to £0.500 million;

(c) That the difficulties our town centres have faced over recent years be recognised, Council agrees to commit the £2.250 million of existing town centre resources as outlined in the capital plan to the following priority areas:

- Johnstone £0.500 million, with a focus on priority areas of Houston Arcade, Floors Street, High Street and Houston bandstand.
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- Erskine £0.300 million, to be prioritised to support the economic development of the town through the development of new build industrial units.
- Renfrew £1.000 million, to support the development of options for key sites and buildings such as the former Police Station and amenity improvements around Blythswood.

To agree that building on recent success in leveraging external funding, the Council would consider how the allocation of these resources could be utilised potentially as contributions to unlock further grant funding possible from a range of national government grant programmes. The Council also undertakes to examine emerging opportunities for investment in Linwood;

(d) That the proposed development of buildings surrounding County Square be recognised, in particular to the rear of the Piazza Centre and that it be agreed that Council would pause the redevelopment of County Square itself with the allocated resource of £2.6m being deferred in the capital plan to future years while clarity with regards the wider commercial proposals develops; noting that the allocated resource would remain earmarked for investment in Paisley town centre and would be subject to local consultation;

(e) That it be noted that the Council had been successful in securing funding from the Learning Estate Investment Programme to enable a new Paisley Grammar School Community Campus to be progressed; and a further round of bids for LEIP funding would be invited later in 2022. That it be agreed that the Council would commit £10m from existing resource within the schools estate management plan as match funding towards a priority bid for a new Thorn Primary School in Johnstone;

(f) That it be noted that many communities, households and families across Renfrewshire had been disproportionately impacted by the pandemic, with Covid-19 exacerbating existing inequalities in terms of household income, health and wellbeing. The cost of living crisis was already beginning to worsen the challenges being experienced by local households and families. Tackling inequality and poverty, would continue to be key priorities for this Administration as we support communities to recover and thrive following the pandemic;

That this Administration was not just committed to listening but acting to address these inequalities and that is why today we would commit the following additional resources to support a new Fairer Renfrewshire programme:

- £1 million from resources set aside in 2021/22 for social renewal and recovery in response to the pandemic but as yet uncommitted
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This further £4.982 million of funding would supplement our existing Tackling Poverty Programme and Alcohol & Drugs Commission resources, with all activity coming together to form one Fairer Renfrewshire programme.

Given the impacts of the pandemic and the cost of living crisis, we need to ensure that we are working with partners to adapt and to change the support that was available to people experiencing poverty and financial insecurity. This new funding commitment would support existing programmes of work around poverty and financial insecurity up to 2023/24 during which time the Council would explore sustainable funding options for the programme, ensuring Fairer Renfrewshire objectives remained a funded priority in the longer term.

Additionally, it was expected that tackling poverty across Renfrewshire's communities would be supported from the deployment of £290 million of additional resources across Scotland by the Scottish Government in 2022/23 to tackle fuel poverty and the cost of living crisis.

Furthermore, the Council would ensure every penny of the funding received from the Scottish Government's Local Authority COVID Economic Recovery Fund was allocated to support individuals and businesses recover from the pandemic and address cost of living challenges.

This commitment today would support our Social Renewal Plan, ensuring priorities and actions, co-produced by the community for the community, were backed up by substantial funding that would help and support our communities through this most challenging of times.

Full details of the deployment of these resources would be outlined in a future Fairer Renfrewshire report, however today we can confirm the following priority commitments to allow actions to be commenced now: -

- Funding for a joint 2-year pilot financial inclusion project in schools supported by Renfrewshire CAB; with a focus on areas where identified gaps in provision exist and those areas not covered by existing services such as Families First. The pilot would be fully developed in a future report to the Leadership Board.
- Additional top-up funding for Discretionary Housing Payments (DHP) of £0.300 million and top up funding to the Scottish Welfare Fund of £0.500 million.
- Building on the Scottish Government commitment to provide £150 to every household in council tax bands A-D and to every household in receipt of CTR; extend the funding of £0.230 million provided to households in 2021/22 from Winter Insecurity Monies and as agreed by the Leadership Board to tackle financial insecurity and hardship with a further commitment of £0.270 million, bringing the total support to £0.500 million in 2022
- Funding of £0.100 million supplementing the £0.250 million set aside in the 21/22 budget to address the issue of children and young people's mental health and wellbeing;

- (g) That it be agreed that Council would commit £0.450 million from unallocated general reserves to pilot an enforcement service over 12 months to tackle fly tipping across Renfrewshire utilising CCTV technology and improved links to SEPA/Police Scotland; with a report back to the Infrastructure, Land and Environment Policy Board at the end of the pilot to assess future options;
- (h) That it be agreed that Council would further commit £0.200 million from Covid-specific general reserves to replenish the Cultural Heritage & Events Fund (CHEF) in 2022/23 in order to continue to support our local cultural and heritage organisations;
- (i) That it be noted that Council also recognised the need to maintain a prudent level of unallocated reserves given the heightened level of risk over the medium term as outlined in the Director's report; and as previously agreed by Council, commits to maintain the Council's level of unallocated reserve at a minimum of £10.000 million moving into 2022/23, with any unallocated balance in excess of this amount to be transferred to the investment capital fund to provide additional capacity to support the financial flexibility mechanisms outlined in the Director's report over the medium term;
- (j) That to protect services to the most vulnerable in Renfrewshire, and in line with the conditions set out in the 2022/23 financial settlement, that the recommendation outlined in the Director's report be agreed to make available £11.655 million of additional recurring resources to manage the net impact of new service and cost pressures within Adult Social Care Services, continued the implementation of the Carers Act, uplifted free personal nursing care rates and provided funding for interim care and care at home services. These additional resources would be made available under delegation to the Renfrewshire Health and Social Care Partnership (RHSCP) from 1 April 2022. In addition, as part of this delegation process, that it be agreed to continue to work in pro-active partnership with the RHSCP and social care providers to secure payment of the £10.50 minimum pay settlement to all adult social care workers in commissioned services;
- (k) That the base budget assessment for all services for 2022/23 as recommended by the Director of Finance and Resources be agreed, and subject to agreement of item 9 above, a 2022/23 base budget of £457.367 million be agreed;
- (l) That it be agreed that provision be made in 2022/23 for pay inflation as detailed in section 5.1 of the Directors report and make no provision for general non-pay inflation, as recommended by the Director of Finance and Resources;
- (m) That a general 3% inflationary increase in charges for services be agreed, subject to the note at paragraph 18 below;
- (n) That the resource allocations for 2022/23 for all services be agreed, as amended by these proposals;
- (o) That it be agreed that the detailed Revenue Estimates for all services be amended to reflect these proposals and the necessary allocation of central support costs, central repairs costs, capital charges, specific grants and loan charges provision with Directors authorised to take any action necessary to implement these decisions;
- (p) That it be agreed that the council tax for 2022/23 be set at £1,354.88 for Band D subjects, representing a 3.0% increase in the 2021/22 level, and for all bandings to be set at:

| Band | 2021/22 | 2022/23 |
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| H | 3,222.78 | 3,319.46 |

To note that the increase of 3% supports a financially responsible objective of achieving a recurring revenue balance with a minor revenue surplus of £0.055 million which was allocated as outlined at point 2 above.

To further note the £150 rebate as mentioned at point 6 above would result in every household in bands A-D and those in receipt of CTR paying less council tax in 2022/23 than in the current financial year;

(q) That it be agreed that the Council's budget was underpinned by appropriate decisions and to make appropriate provision to meet the specified commitments in the package of conditions linked to the Council's grant settlement; and

(r) That it be agreed to increase other charges for services by 3% (as detailed in paragraph 13 above) or where appropriate by the rate set in national legislation or guidance, or where charges are based on full cost recovery by the appropriate increase to maintain this position, subject to Directors being authorised;

(i) To agree to round the charge up or down to a figure deemed by them appropriate, and

(ii) To agree not to impose any increase, if having reviewed the implications of the increase, he or she determined it would be inappropriate to do so, having regard to any material factor applicable to the goods or services to which the charge relates.

To note the requirement of financial code 13 that Directors review the amounts their departments charge for goods or services and if they thought any charge needed to be increased, they would recommend this to the appropriate Board. That Council therefore agreed that when a Director carried out such a review and believed a charge for goods or services should be levied which reflected an increase greater than the increase of 3% or the rate set in national legislation or guidance, he or she would be entitled to recommend the same to the appropriate Board for approval.

Sederunt

Councillors Ann-Dowling and Montgomery re-joined the meeting.

Adjournment

The meeting adjourned at 11.42 am and reconvened at 11.56 am.

3 **Non Housing Capital Investment Programme, Prudential Framework and Treasury Management Strategy, and Capital Strategy 2022/23 – 2026/27**

There was submitted a report by the Director of Finance & Resources relative to the planned capital investment for non-housing services for the period 2022/23 to 2026/27 which covered a range of corporate projects across all service areas within the Council with the exception of council housing. The report advised that the resources available to support investment included prudential borrowing and capital grant as well as contributions from revenue, partners, and external funding bodies.

The report intimated that on 9 December 2021 the Scottish Government published the draft Scottish Government budget for 2022/23 and the provisional local government finance settlement. The proposed 2022/23 capital grant for Renfrewshire Council was £12.860 million, of which £0.785 million was specific grant relating to cycling and walking safer streets and £12.075 was general capital grant. It was noted that this was broadly in line with the level of general capital grant allocated to the Council in 2021/22. The level of general capital grant allocated to local government in the draft budget for 2022/23 remained similar to that received in 2021/22, with the addition of £30 million relating to the expansion of free school meals. The Scottish Government had previously indicated that the level of core capital grant over the medium term would remain at flat cash for the duration of this Parliament excluding funding for flood risk management. Confirmation of this funding environment would present challenges for the Council in terms of addressing asset lifecycle maintenance costs which generally equated to or exceeded £12 million annually. As a result, there would be little scope for any investment in assets other than rolling lifecycle maintenance unless the Council was able to access and secure other sources of funding. There were likely to be limited opportunities for capital receipts as a source of income to the capital plan; suggesting potentially a greater reliance on increased borrowing as the main source of capital funding outwith the capital grant settlement. It was noted that increased borrowing, however, would result in revenue pressures at a time when the revenue fund was also severely constrained.

It was noted that the capital plan outlined in the report, and detailed in Appendices 1-5, extended beyond 2022/23 but that no capital grant from 2023/24 had been incorporated. Approved programmes already in place which were funded by other arrangements, for example prudential borrowing or specific funding related to the City Deal had however been included. It was further noted that this approach did not preclude the Council taking further investment decisions as part of the budget process where separate funding arrangements were established.

The report stated that that the Prudential and Treasury Management Codes played a key role in capital finance in local authorities and required the Council to set prudential and treasury management indicators for the following three years to ensure that the Council's capital investment plans were affordable, prudent and sustainable. The Treasury Management Code further required that the Council approved, annually in advance, a strategy for its treasury management activities, whilst the Prudential Code also required full Council approval of the Capital Strategy which set out the long-term context within which capital investment decisions were made to improve capital, revenue and balance sheet planning. Details of the proposed prudential indicators and treasury management strategy and proposed capital strategy were attached as Appendices 4 and 5 of the report respectively.

Councillor Shaw, seconded by Councillor Nicolson, moved:

- (a) That the Capital Investment Programme covering the period up to 2026/27 as summarised in Table 2 of the report and detailed in Appendices 1 and 2 attached be approved;
- (b) That it be noted that the level of core capital grant available nationally had been indicatively confirmed to remain at current levels over the medium term; however, no assumptions were included within the planned programme beyond this financial year in respect to future grant levels;
- (c) That authority be delegated to the Head of Facilities Management, Head of Operations and Infrastructure, and Head of Schools in consultation with the Director of Finance and Resources, to adjust where appropriate resources across individual components of the lifecycle maintenance, roads and structures and schools investment programmes respectively;
- (d) That the Prudential Indicators set out in Appendix 4 to the report, subject to any required adjustments arising from decisions taken by the Council in relation to the capital and revenue budget reports being presented to this Council meeting be approved;
- (e) That the Treasury Management Strategy Statement 2022/23, including the treasury management indicators, set out in Appendix 4 to the report be approved;
- (f) That the Capital Strategy set out in Appendix 5 to the report be approved; and
- (g) That the equality impact of any decisions being taken by Members relating to these recommendations outlined above be considered.

This was agreed.

DECIDED:

- (a) That the Capital Investment Programme covering the period up to 2026/27, as summarised in Table 2 of the report and detailed in Appendices 1 and 2, attached be agreed;
- (b) That it be noted that the level of core capital grant available nationally had been indicatively confirmed to remain at current levels over the medium term; however, no assumptions were included within the planned programme beyond this financial year in respect to future grant levels;
- (c) That authority be delegated to the Head of Facilities Management, Head of Operations & Infrastructure and Head of Schools in consultation with the Director of Finance & Resources, to adjust where appropriate resources across individual components of the lifecycle maintenance, roads and structures and schools investment programmes respectively;
- (d) That the Prudential Indicators set out in Appendix 4 to the report, be agreed;
- (e) That the Treasury Management Strategy Statement 2022/23, including the treasury management indicators, set out in Appendix 4 to the report be agreed;

(f) That the Capital Strategy set out in Appendix 5 to the report be agreed; and

(g) That the equality impact of any decisions being taken by Members relating to these recommendations outlined above were considered.

4 Housing Revenue Account Budget & Rent Levels 2022/23 and Housing Capital Investment Plan 2022/23 to 2024/25

There was submitted a joint report by the Directors of Communities & Housing and Finance & Resources relative to the Housing Revenue Account (HRA) budget for financial year 2022/23 and the Housing Capital Investment Plan 2022/23 to 2026/27. Appendices to the report detailed budget changes for 2022/23; anticipated expenditure and income for the year ending 31 March 2022; and the Housing Capital Investment Plan 2022/23 to 2023/24.

The report highlighted the impact of Covid-19 on the HRA and set out the range of operational pressures that had emerged and the adjustments to budgets and resources which were required to deal with these impacts and pressures.

The report provided an update on consultation with tenants on the annual rent setting process and outlined ongoing risks and challenges facing the HRA. It was noted that 93% of those consulted supported a rent increase of 2% or more.

The report detailed the Housing Capital Investment Plan for the five-year period from 2022/23 to 2027/28 which would deliver a total investment of £266.65 million over a five-year period in the Council's housing stock. It was anticipated that this level of investment would attract £23.97 million of government grant for projects such as new builds and this resulted in a net capital programme amounting to £242.68 million.

Councillor McGurk, seconded by Councillor McNaughtan, moved;

(a) That an average weekly rent increase of 2% for 2022/23 for housing rents be approved;

(b) That the findings of the recent Tenant Consultation exercise be noted;

(c) That the Housing Revenue Account Budget for financial year 2022/23 as detailed in Appendix 2 of the report be approved;

(d) That the Housing Capital Investment Plan 2022/23 to 2027/28 as detailed in Appendix 3 of the report be approved; and

(e) That the continuing requirement to achieve best value in the commissioning of works by having an optimum workflow over the five years of the investment plan be noted and that the Director of Communities & Housing Services be authorised to liaise with the Director of Finance & Resources to re-profile the capital programme and available resources, as necessary, in line with the appropriate limits established under the Council's capital prudential framework arrangements.

This was agreed.

DECIDED:

- (a) That an average weekly rent increase of 2% for 2022/23 for housing rents be agreed;
- (b) That the findings of the recent Tenant Consultation exercise be noted;
- (c) That the Housing Revenue Account Budget for financial year 2022/23 as detailed in Appendix 2 of the report be agreed;
- (d) That the Housing Capital Investment Plan 2022/23 to 2027/28 as detailed in Appendix 3 of the report be agreed; and
- (e) That the continuing requirement to achieve best value in the commissioning of works by having an optimum workflow over the five years of the investment plan be noted and that the Director of Communities & Housing Services be authorised to liaise with the Director of Finance & Resources to re-profile the capital programme and available resources, as necessary, in line with the appropriate limits established under the Council's capital prudential framework arrangements.

**5 Installation of Neurodivergent Community Approved
Communication Boards in all Renfrewshire Parks**

Under reference to item 11 of the Minute of the meeting of the Council held on 16 December 2021, there was submitted a report by the Director of Environment & Infrastructure relative to the proposed installation of neurodivergent community approved communication boards in all of Renfrewshire's parks.

The report advised of the work which had been undertaken to initially install neurodivergent communications boards (NCBs) in the six parks in Renfrewshire detailed in the appendix to the report. The initial boards would be the subject of review with the neurodivergent community to inform the approach to NCBs to be taken across all parks in Renfrewshire with updates being provided to the Infrastructure Land & Environment Policy Board on the development and implementation of the programme across Renfrewshire's parks.

DECIDED:

- (a) That the report and the work undertaken to date to research neurodivergent communication boards be noted;
- (b) That it be noted that the communication boards, created in partnership with the neurodivergent community, would be installed in the parks listed in the appendix; and
- (c) That it be noted that the updates on the roll out of the communication boards throughout Renfrewshire's parks would be reported through the Infrastructure, Land & Environment Policy Board.

6 Governance Arrangements

Under reference to item 5 of the Minute of the meeting of the Council held on 16 December 2021, there was submitted a report by Director of Finance & Resources

relative to the arrangements for Board and Council meetings up to and including the meeting of the Council to be held on 28 April 2022.

The report confirmed arrangements which took into account the current position on public health measures and guidance in place to combat Covid-19, including the Omicron variant, and any other public health concerns that would prevent elected members attending meetings in person in the Chambers. The arrangements set out in the report continued those previously put in place to allow maximum flexibility to enable meetings to take place in the most appropriate and safe way, while taking into account any public health guidance or advice available at the time of the meetings.

DECIDED:

(a) That the arrangements for Council and Board meetings set out in section 3 of the report, which would continue to include the options to use hybrid meetings involving elected members attending meetings in person in Renfrewshire House, should this be consistent with advice and guidance on public health, or to hold meetings remotely using the Teams platform be agreed; and

(b) That it be noted that the arrangements for future meetings of Council and Boards would be brought to the next meeting of the Council to be held on 28 April 2022.

7 Disasters Emergency Committee – Afghanistan Crisis Appeal

There was submitted a report by the Chief Executive relative to the Afghanistan Crisis appeal.

The report advised that the Disasters Emergency Committee (DEC) launched an emergency appeal on 15 December 2021 to support people impacted by the worsening humanitarian crisis in Afghanistan. It was noted that the DEC was an umbrella organisation of 15 aid organisations that had come together to respond as required to humanitarian crises and disasters. The DEC had launched the appeal in response to the recent conflict and economic crisis in Afghanistan, coupled with drought and the impacts of the Covid-19 pandemic.

The report advised that funding had been committed by the UK and Scottish Governments, and DEC had also engaged with local authorities through COSLA on the actions that they could take to support and promote the appeal.

As the Council was not authorised to provide direct relief to communities abroad, the report proposed that a donation of £10,000 was made to the DEC to fund its member charities' UK-based activities in recognition of the considerable strain the crisis in Afghanistan had placed on the resources of these charities. It was noted that the Council's Communications team would continue to work with partners to promote the appeal and raise awareness of this across Renfrewshire.

Councillor Nicolson, seconded by Councillor Paterson, moved that the Council agrees to make a donation of £10,000 to the disasters Emergency Committee to fund its members UK-based activities in recognition of the considerable strain which the crisis in Afghanistan has placed on the resources of a number of UK-based charities; and that a supplementary estimate of £10,000 for this donation be approved; and that Council also agrees to make a donation of £10,000 to the Disasters Emergency Committee to support its fund-raising campaign for Ukraine and in recognition of the

considerable strain which the crisis in Ukraine has placed on the resources of a number of UK based charities. This will help provide support for humanitarian relief to people forced to escape the brutal war launched against civilians by Russia.

A supplementary estimate of £20,000 for these donations be approved.

DECIDED: That Council makes a donation of £10,000 to the disasters Emergency Committee to fund its members UK-based activities in recognition of the considerable strain which the crisis in Afghanistan has placed on the resources of a number of UK-based charities; and that a supplementary estimate of £10,000 for this donation be agreed; and that Council also agrees to make a donation of £10,000 to the Disasters Emergency Committee to support its fund-raising campaign for Ukraine and in recognition of the considerable strain which the crisis in Ukraine has placed on the resources of a number of UK based charities. This will help provide support for humanitarian relief to people forced to escape the brutal war launched against civilians by Russia.

A supplementary estimate of £20,000 for these donations be agreed.

8 Notice of Motion 1 by Councillors Graham and Sharkey

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

"Crash Barriers

Council agrees to install crash barriers at the Glasgow/Hawkhead/Arkleston Road junction as a matter of urgency. In the last two months there has been two crashes at the same junction where vehicles have mounted the pavement and damaged residential property.

Council is thankful there has not been any serious injury to any of the drivers or pedestrians so far.

Council instructs our council officers to arrange the installation of crash barriers immediately to protect pedestrians. Council further instructs officers to carry out a site visit with local ward Councillors along with representatives of Ralston and Paisley East and Whitehaugh Community Councils to hear and listen to concerns regarding the safety of the junction."

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

Councillor Adam-McGregor seconded by Councillor Paterson moved as an amendment to remove "crash barriers" and replace with "pedestrian guardrails".

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

DECIDED:

(a) That Council agreed to install pedestrian guardrails at the Glasgow/Hawkhead/Arkleston road junction as a matter of urgency. In the last two

months there had been two crashes at the junction where vehicles had mounted the pavement and damaged residential property;

(b) Council was thankful there had not been any serious injury to any of the drivers or pedestrians so far; and

(c) Council instructs our council officers to arrange the installation of pedestrian guardrails immediately to protect pedestrians. Council further instructs officers to carry out a site visit with local ward Councillors along with representatives of Ralston and Paisley East and Whitehaugh Community Councils to hear and listen to concerns regarding the safety of the junction.

9 Notice of Motion 2 by Councillors Steel and J Cameron and Notice of Motion 9 by Councillors Hood and Sharkey

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

"Council notes that during the lengthy trial of a temporary cycle lane on Beith Road, Johnstone, material changes have arisen since this council last considered this issue, specifically:

Ongoing difficulties in maintaining the lane free of debris and/or water, forcing cyclists out into the flow of traffic; road safety concerns regarding road users and pedestrians at the junction of Beith Road and Linn Brae; traffic going the wrong way on Beith Road due to uncertainty over road markings, and the impact on business along the route due to changes in parking layout.

Council also notes that public disquiet has remained regarding the installation and operation of this section of the cycle route. A requirement of the temporary cycleway was to gain and maintain public support during the trial period. This particular installation is not demonstrating that it is achieving that aim.

Council therefore agrees to the decommission/removal of the Beith Road section of the cycle lane with immediate effect and to examine alternative plans which would provide safe, off-road cycling provision for this area."

Councillor Steel, seconded by Councillor Cameron, then moved the motion.

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

"Beith Road Cycle Path

Council is dismayed at the effect of the cycle path on the Beith Road and instructs that all changes revert back to the initial set-up."

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

Councillors Steel and Cameron and Councillors Hood and Sharkey, being the movers and seconders of Notices of Motion 2 and 9 respectively, agreed in terms of Standing Order 27 that both motions be combined. The motions as combined, were agreed unanimously.

DECIDED: Council noted that during the lengthy trial of a temporary cycle lane on Beith Road, Johnstone, material changes had arisen since this council last considered this issue, specifically:

Ongoing difficulties in maintaining the lane free of debris and/or water, forcing cyclists out into the flow of traffic; road safety concerns regarding road users and pedestrians at the junction of Beith Road and Linn Brae; traffic going the wrong way on Beith Road due to uncertainty over road markings, and the impact on business along the route due to changes in parking layout.

That public disquiet had remained regarding the installation and operation of this section of the cycle route. A requirement of the temporary cycleway was to gain and maintain public support during the trial period. This particular installation was not demonstrating that it had achieved that aim.

That the decommissioning/removal of the Beith Road section of the cycle lane with immediate effect be agreed and that alternative plans be examined which would provide safe, off-road cycling provision for this area.

Council was dismayed at the effect of the cycle path on the Beith Road and instructs that all changes revert back to the initial set-up.

10 **Notice of Motion 3 by Councillors Hood and Devine and Notice of Motion 7 by Councillors J MacLaren and Graham**

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

"Refuse dump in Johnstone

Council instructs the Chief Executive to investigate the reported refuse dump operated in Johnstone. Council believes that this investigation should report back to full council, on the actions, and where appropriate take the advice of those public sector bodies concerned including SEPA, KSB and our own departments with a view to reassuring residents that contamination from the site has not reached them and that it will not in the future."

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

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

"Fly Tipping

This council agrees to write to SEPA urging them to clamp down on fly tipping and illegal dumping and landfill in Renfrewshire. The recent damning BBC documentary showing fly tippers and use of illegal landfills gave an example of a way of catching criminals. The reporter hid a tracking device in the rubbish. SEPA needs to look at ways of outsmarting these criminals including stopping and checking of licenses to collect and dispose of waste."

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

It was noted that the Leader of the Council would discuss a plan of action with relevant officers to determine the most appropriate way to take this matter forward.

DECIDED:

(a) That Council instructs the Chief Executive to investigate the reported refuse dump operated in Johnstone. Council believed that this investigation should report back to full council, on the actions, and where appropriate take the advice of those public sector bodies concerned including SEPA, KSB and our own departments with a view to reassuring residents that contamination from the site had not reached them and that it would not in the future;

(b) Council agrees to write to SEPA urging them to clamp down on fly tipping and illegal dumping and landfill in Renfrewshire. The recent damning BBC documentary showing fly tippers and use of illegal landfills gave an example of a way of catching criminals. The reporter hid a tracking device in the rubbish. SEPA needed to look at ways of outsmarting these criminals including stopping and checking of licenses to collect and dispose of waste; and

(c) That it be noted that the Leader of the Council would discuss a plan of action with relevant officers to determine the most appropriate way to take this matter forward.

11 Notice of Motion 4 by Councillors K MacLaren and M MacLaren

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

"Tackling Fuel Poverty

Council calls on the UK Government to bring forward policies to tackle the massive increase in energy prices which has resulted in the energy regulator announcing the new energy bill price cap will rise by 54 per cent per cent from April 2022. This rise will have a serious impact on all Renfrewshire residents, especially since recent information from Energy Action Scotland estimates that 22% of local households are suffering from fuel poverty. It's time that the UK Government put the public ahead of the greed of the fuel companies and their shareholders."

Councillor K MacLaren, seconded by Councillor M MacLaren, then moved the motion which was agreed unanimously.

DECIDED: That this Council calls on the UK Government to bring forward policies to tackle the massive increase in energy prices which had resulted in the energy regulator announcing the new energy bill price cap will rise by 54 per cent per cent from April. This rise would have a serious impact on all Renfrewshire residents, especially since recent information from Energy Action Scotland estimated that 22% of local households were suffering from fuel poverty. It's time that the UK Government put the public ahead of the greed of the fuel companies and their shareholders.

12 Notice of Motion 5 by Councillors McCartin and Andy Doig

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

“Council agreed the following motion in it’s December 2020 meeting:

“DECIDED: Council recognises that new child and adolescent mental health waiting times statistics for April to June 2020 show a record 1,520 children waiting more than a year for treatment. Council further recognises that the Scottish Government's old strategy already wasn't working, because three years in, it had led to record numbers of children waiting over a year for the help they need. Council demands therefore that the Scottish government brings forward a recovery plan to meet existing and heightened demand for CAMHS services, including immediate new steps to seriously expand the workforce.”

Council thereafter wrote to the Health Minister of the time, Jeanne Freeman, to raise this matter. No response appears to have been sent.

Council recognises that some funding was provided in the council’s 21/22 budget to begin to tackle mental health issues, with most of this £1m was earmarked only for those with mental health problems which stemmed largely from addiction illnesses, a vital service.

Council further notes that an extra £250k was added to the budget to be directed to child and adolescent waiting times.

Council is requested to give full details of what actions have been taken in the last year to implement this decision of the council to support children and young people, how many extra qualified staff have been employed, and what levels of individual support have been given in the last year.”

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

It was noted that a report would be submitted to the next meeting of the Education & Children’s Services Policy Board on 12 March 2022 in relation to an update on Renfrewshire Schools’ mental health and wellbeing.

It was also proposed that the Health & Social Care Partnership would provide information to all members in relation to children being seen within an 18-week period. This was agreed.

DECIDED:

(a) Council agreed the following motion in its December 2020 meeting:

“DECIDED: Council recognises that new child and adolescent mental health waiting times statistics for April to June 2020 show a record 1,520 children waiting more than a year for treatment. Council further recognises that the Scottish Government's old strategy already wasn't working, because three years in, it had led to record numbers of children waiting over a year for the help they need. Council demands therefore that

the Scottish government brings forward a recovery plan to meet existing and heightened demand for CAMHS services, including immediate new steps to seriously expand the workforce.”;

Council thereafter wrote to the Health Minister of the time, Jeanne Freeman, to raise this matter. No response appeared to have been sent;

Council recognised that some funding was provided in the council’s 21/22 budget to begin to tackle mental health issues, with most of this £1m was earmarked only for those with mental health problems which stemmed largely from addiction illnesses, a vital service;

Council further noted that an extra £250k was added to the budget to be directed to child and adolescent waiting times; and

Council was requested to give full details of what actions had been taken in the last year to implement this decision of the Council to support children and young people, how many extra qualified staff had been employed, and what levels of individual support had been given in the last year;

(b) That the Health & Social Care Partnership would provide information to all members in relation to children being seen within an 18-week period;

(c) That it be noted that a report would be submitted to the next meeting of the Education & Children’s Services Policy Board on 12 March 2022 in relation to an update on Renfrewshire Schools’ mental health and wellbeing.

Adjournment

The meeting adjourned at 13.25 pm and reconvened at 13.45 pm.

13 Notice of Motion 6 by Councillors K MacLaren and Mylet

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

"Resignation of Prime Minister

Council calls on Boris Johnston to resign as Prime Minister."

Councillor K MacLaren, seconded by Councillor Mylet, then moved the motion.

Councillor Graham, seconded by Councillor Begg, moved as an addition that Council also agrees that all elected members in the United Kingdom should not appear on Russian state-owned propaganda networks Russia Today and Sputnik and we call on those who refuse to resign.

In terms of Standing Order 27, Councillors K MacLaren and Mylet, being the mover and seconder of the motion agreed to accept the amendment to the motion as an addition, and the motion, as amended, was agreed unanimously.

DECIDED:

- (a) Council called on Boris Johnston to resign as Prime Minister; and
- (b) Council also agreed that all elected members in the United Kingdom should not appear on Russian state-owned propaganda networks Russia Today and Sputnik and the Council called on those who refused to resign.

14 Notice of Motion 8 by Councillors Burns and K MacLaren

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

"Scotrail Ticket Office Closures

Council is concerned with ScotRail's plans to reduce the opening hours of train station ticket offices across Renfrewshire and beyond. Council will contact both Scotrail and the Scottish Government to express our opposition to these changes due to the impact they will have on passenger safety and urge that these proposals are scrapped."

Councillor Burns, seconded by Councillor K MacLaren, then moved the motion which was agreed.

DECIDED:

- (a) That Council was concerned with ScotRail's plans to reduce the opening hours of train station ticket offices across Renfrewshire and beyond; and
- (b) Council would contact both Scotrail and the Scottish Government to express our opposition to the changes due to the impact they would have on passenger safety and urge that these proposals were scrapped.

15 Notice of Motion 10 by Councillors Ann-Dowling and McCulloch

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

"Highways Repair

Pavements and pothole repairs are some of the most commonly raised issues with councillors in Renfrewshire and in Houston, Crosslee and Linwood and Bishopton, Bridge of Weir and Langbank in particular. All councillors will know how dangerous broken pavements and potholes can be to pedestrians, cyclists and motorists alike.

Council agrees that undertaking longer term road resurfacing work to prevent potholes from appearing in the first place must be given higher priority. Worsening roads and pavements show that repairs are not keeping pace with need.

Therefore, Council agrees to prepare for next meeting a comprehensive strategy to improve all of Renfrewshire's roads, pavements and pathways to an acceptable condition."

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

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

“Pavements and pothole repairs are some of the most commonly raised issues with councillors in Renfrewshire including Houston, Crosslee and Linwood and Bishopton, Bridge of Weir and Langbank. All councillors will know the value in having a comprehensive strategy and budget in place to maintain our roads and footways to an acceptable standard.

Council agrees to note the extensive investment strategy implemented over a four year during this administration that has tackled a significant amount of repairs, that it is an ongoing priority for the council in coming years and that a refreshed update on the strategy be prepared for the next suitable council meeting”.

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

The following members voted for the motion: Councillors Ann-Dowling, Begg, Bibby, Binks, Brown, Davidson, Devine, Devine-Kennedy, Andy Doig, Grady, Graham, Harte, Hood, Kerr, J MacLaren, McCartin, McCulloch, McIntyre, Montgomery, Sharkey, and Strang.

The following member abstained: Councillor Mackay.

19 members having voted for the amendment, 21 members having voted for the motion and 1 member having abstained, the motion was accordingly declared carried.

DECIDED: Pavements and pothole repairs were some of the most commonly raised issues with councillors in Renfrewshire and in Houston, Crosslee and Linwood and Bishopton, Bridge of Weir and Langbank in particular. All councillors knew how dangerous broken pavements and potholes could be to pedestrians, cyclists and motorists alike.

Council agrees that undertaking longer term road resurfacing work to prevent potholes from appearing in the first place must be given higher priority. Worsening roads and pavements showed that repairs were not keeping pace with need.

Therefore Council agrees to prepare for next meeting a comprehensive strategy to improve all of Renfrewshire's roads, pavements and pathways to an acceptable condition.

16 **Emergency Motion by Provost L Cameron**

Provost L Cameron, seconded by Councillor Audrey Doig, moved an emergency motion in the following terms:

“That Council be instructed to fly the Ukrainian flag, once available, from Renfrew and Johnstone Town Halls and from Renfrewshire House.

In addition, a report to amend the scheme of delegated functions be submitted to the next meeting in relation to a new delegation to the Director of Environment & Infrastructure, in consultation with the Provost, leaders of the political groups and Head of Corporate Governance to allow consideration to be given to fly flags from Renfrew and Johnstone Town Halls and from Renfrewshire House”.

DECIDED:

(a) That Council be instructed to fly the Ukrainian flag, once available, from Renfrew and Johnstone Town Halls and from Renfrewshire House; and

(b) That a report to amend the scheme of delegated functions be submitted to the next meeting of the Council to be held on 28 April 2022, in relation to a new delegation for the Director of Environment & Infrastructure, in consultation with the Provost, leaders of the political groups and Head of Corporate Governance to allow consideration to be given to fly flags from Renfrew and Johnstone Town Halls and from Renfrewshire House.

17 Emergency Motions by Councillors Hughes and Bibby

Councillor Hughes moved:

Solidarity with Ukraine

Renfrewshire Council records its concern regarding the grave threat to the safety and security of Ukrainian citizens; believes the suffering caused to local communities across Ukraine by the Russian military invasion cannot be ignored and expresses its full support to and solidarity with the Ukrainian people.

Council supports calls for the Federation of Russia to cease its attack, to leave the national territory of Ukraine, and to respect all international treaties and fundamental principles of international law, noting that the waging of aggressive war is a criminal act under both international law and the Russian constitution.

Council acknowledges the response to date of the international community in applying sanctions against the Russian regime and calls on governments to redouble such efforts to discourage Russia from further aggression; further supports calls on the UK Government to lift visa requirements for all Ukrainians seeking to enter the UK as other countries have done, and commends the solidarity already expressed by the people of Renfrewshire.

Council stands ready to assist in all appropriate ways with humanitarian support and refuge to the people of Ukraine in this ordeal.

Council recognises that peace and democracy in Europe cannot be taken for granted and stresses the value and importance of international institutions including the United Nations, and the European Union in continuing to safeguard and advance democracy, security and economic prosperity in Europe and beyond.

Council requests the Chief Executive to write to the Consulate of Ukraine in Scotland to express our solidarity.

Council requests the Chief Executive to write to the council general of the Russian Federation in Scotland, conveying the council's condemnation of the actions of the Russian government.

Councillor Bibby moved:

Renfrewshire Council stands with Ukraine and its people and expresses its solidarity on behalf of the people of Renfrewshire and calls on the UK Government without further prevarication to waive the requirement for emergency visas for those refugees who are fleeing for their lives.

Additionally Council instructs officers to urgently investigate what steps Council can take to assist UK based international aid groups and charities in the collection of public donations in regards to personal goods, medical and relief supplies in order to assist the Ukrainian people in their time of need.

Such assistance could include the opening of town and village halls to receive items on behalf of these charities and liaising with the Scottish and UK Governments on the storage and transportation of these items to Ukraine or other countries which are assisting in housing Ukrainian refugees.

Councillor Hughes proposed that the two motions be amalgamated and to add the phrase from Councillor Bibby's motion "without further prevarication" into the third paragraph after "visa requirement" of her motion and add everything from "Additionally" in Councillor Bibby's motion to her motion. This was agreed by Councillor Bibby.

The motion as amended was moved by Councillor Bibby, seconded by Councillor Hughes and agreed unanimously.

Councillor Andy Doig, seconded by Councillor Campbell, moved as an amendment that in addition: "Council further supports the growing anti-war movement in Russia, and recognises the concern amongst the Russian people at the invasion of Ukraine".

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

DECIDED: Renfrewshire Council records its concern regarding the grave threat to the safety and security of Ukrainian citizens; believes the suffering caused to local communities across Ukraine by the Russian military invasion cannot be ignored and expresses its full support to and solidarity with the Ukrainian people.

Council supports calls for the Federation of Russia to cease its attack, to leave the national territory of Ukraine, and to respect all international treaties and fundamental principles of international law, noting that the waging of aggressive war is a criminal act under both international law and the Russian constitution.

Council acknowledges the response to date of the international community in applying sanctions against the Russian regime and calls on governments to redouble such efforts to discourage Russia from further aggression; further supports calls on the UK Government to lift visa requirements without further prevarication for all Ukrainians seeking to enter the UK as other countries have done, and commends the solidarity

already expressed by the people of Renfrewshire.

Council stands ready to assist in all appropriate ways with humanitarian support and refuge to the people of Ukraine in this ordeal.

Council recognises that peace and democracy in Europe cannot be taken for granted and stresses the value and importance of international institutions including the United Nations, and the European Union in continuing to safeguard and advance democracy, security and economic prosperity in Europe and beyond.

Council requests the Chief Executive to write to the Consulate of Ukraine in Scotland to express our solidarity.

Council requests the Chief Executive to write to the council general of the Russian Federation in Scotland, conveying the council's condemnation of the actions of the Russian government.

Additionally Council instructs officers to urgently investigate what steps Council can take to assist UK based international aid groups and charities in the collection of public donations in regards to personal goods, medical and relief supplies in order to assist the Ukrainian people in their time of need.

Such assistance could include the opening of town and village halls to receive items on behalf of these charities and liaising with the Scottish and UK Governments on the storage and transportation of these items to Ukraine or other countries which are assisting in housing Ukrainian refugees

Council further supports the growing anti-war movement in Russia, and recognises the concern amongst the Russian people at the invasion of Ukraine.

Minute of Meeting

Communities, Housing & Planning Policy Board

| Date | Time | Venue |
|------------------------|-------|------------------|
| Tuesday, 15 March 2022 | 13:00 | Microsoft Teams, |

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

Chair

Councillor McGurk, Convener, presided.

In Attendance

M Crearie, Director of Communities & Housing Services; A Morrison, Head of Economy & Development, D Love, Chief Planning Officer, G McCracken, Development Standards Manager, S Marklow, Strategy & Place Manager, D Christie, Senior Communications Officer, A MacKenzie, Access Officer, M Ure, Lead Officer (Tasking & Development) and M Porch and C Murray, both Planners (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager, J Murdoch, Housing Regeneration & Service Improvement Manager, T Irvine, Homeless & Housing Support Services Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Communities & Housing Services); and M Conaghan Head of Corporate Governance, D Pole, End User Technician, N Young, Assistant Managing Solicitor (Litigation & Advice), A Stevenson, Assistant Business Partner, R Devine and E Gray, both Senior Committee Services Officers, K O'Neill, Assistant Democratic Services Officers and D Cunningham, Assistant Committee Services Officers (all Finance & Resources).

Recording

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

Order of Business

In terms of Standing Order 16 the Convener intimated that she proposed to alter the order of business to facilitate the conduct of the meeting by considering agenda item 12(f) relating to a Proposal of Application Notice, detailed at item 13 below, prior to the planning applications and that agenda item 12(h) was to be considered as an appendix to the report for agenda item 12(i).

Additional Item

The Convener indicated that there was an additional item of business providing an update in respect of the targeted consultation undertaken in connection with the Housing-led Regeneration and Renewal Programme which had not been included in the notice calling the meeting. The Convener, being of the opinion, that the item, which was dealt with at item 7 below, was urgent, authorised its consideration.

Apology

Councillor Steel.

Transparency Statement

Councillor J MacLaren indicated that he had a connection to item 3 by reason of his membership of Gryffe Rotary Club and his involvement with the Bonnie Bishopton group. However, he indicated that he had applied the objective test and did not consider he had an interest to declare because the awards had already been approved and the report only provided an update for Members to note.

Declarations of Interest

Councillor J MacLaren declared an interest in item 4 for the reason that he was a private landlord. Councillor MacLaren indicated that as he had declared an interest, he would withdraw from the meeting during any discussion and voting on the item.

1 Police & Fire and Rescue Service Scrutiny Sub-committee

There was submitted the Minute of the meeting of the Sub-committee held on 18 January 2022, which formed the Appendix to this Minute.

DECIDED: That the Minute be approved.

2 General Services Revenue, Housing Account and Capital Budget Monitoring as at 7 January 2022

There was submitted a Housing Revenue Account, Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April 2021 to 7 January 2022.

The report stated that the projected outturn, as at 31 March 2022, for all services reporting to this Policy Board was an overspend position of £0.076 million against the revised budget for the year. The projected capital outturn, as at 31 March 2022, for projects reporting to this Policy Board was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2021/22 the projected outturn position had been split into core and Covid-19 related variances to assist understanding of the impact of the pandemic on service finances. It was also highlighted that revenue budget adjustments totalling £0.015 million, relating to the Adult Social Care pay uplift and transfer to Property Services for repairs and maintenance works had been made since the previous meeting. In addition, the report stated that since consideration of the previous report, capital budget changes totalling £1.75 million had arisen which reflected budget carry forward from 2021/22 to 2022/23 in respect of the expected timing of demolitions at Johnstone Castle and Tannahill; completion of installation of smoke alarm and heat detectors in early 2022/23; and updated cash flows received for the Tannahill new build project.

DECIDED:

(a) That the projected Housing Revenue Account and Revenue outturn position, detailed in table 1 of the report, be noted;

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

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

3 Greenspaces, Parks& Play Areas and Villages Investment Funds

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

The report provided an update on progress made in supporting community projects through the Greenspaces, Parks & Play Areas and Villages Investment Fund, and sought approval for the provision of grant funding for the projects described in Section 3 of the report and detailed in Appendix 1. The key objective in allocating funding was to work with, and support, community groups to identify and deliver improvement projects in their local communities, improve their local greenspaces, including parks and play areas, and strengthen the identity, heritage, uniqueness and character of village life. Approval was sought for grant awards to projects to the value of £89,675. A table within Appendix 1, provided details of applicants and projects.

In accordance with the decision taken at the meeting of this Policy Board held on 26 October 2021 the Villages Investment Fund would continue to be promoted to

members of the relevant Local Area Partnerships to encourage eligible communities to come forward to bid for their share of the remaining funds. Five applications, including one detailed in Section 3 of the report, had been made since the initial promotional presentation. Almost £100,000 of funding remained available in the Villages Investment Fund. It was highlighted that a further two Green Spaces projects, full details of which were provided in section 3 of the report, had been submitted which totalled £89,675.20 while a further five projects were currently being developed by communities. It was further noted that as the Fund was almost fully committed priority would go to supporting project development in areas which had not yet received awards. Current funding levels were detailed within Appendix 2 of the report.

The report indicated that discussions between Spateston Community Development Trust, who were currently procuring park equipment, and their supplier had revealed that costs had increased beyond those initially expected when the original applications had been submitted. Spateston Community Development Trust had identified external sport funds that could allow them to secure external funding support for the goalposts that were part of the overall scheme and had requested that the £7,000 previously awarded by the Policy Board for the goalposts be allocated into the main park fund to enable them to continue to deliver as much of the overall park scheme as possible.

DECIDED:

- (a) That the work currently being undertaken to support communities as they developed projects to be funded using the Greenspaces, Parks & Play Areas and Villages Investment Fund be noted;
- (b) That it be agreed that the projects, detailed in section 3 of the report and appendix 1, be awarded grant funding totalling £89,675;
- (c) That the impact of the funding and the benefits to the wider communities delivered by the projects, outlined in section 4 of the report, be noted;
- (d) That it be noted that the current projects being developed by communities, and detailed in Section 3 of the report, would fully commit the available Greenspaces, Parks and Play areas element of the fund; and
- (e) That it be agreed the award of £7,000 previously made to Spateston Community Development Trust for goalposts be transferred to their general parks fund allowing them to deliver as much as possible of their planned park improvements.

Declaration of Interest

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

4 Draft Renfrewshire Local Housing Strategy 2022-27

There was submitted a joint report by the Chief Executive and Director of Communities & Housing Services relative to the draft Renfrewshire Local Housing Strategy 2022/27, a copy of which was appended to the report.

The report stated that in terms of the Housing (Scotland) Act 2001 local authorities had a duty to prepare a five-year Local Housing Strategy (LHS), informed by an assessment of housing provision, need and related services in the area. The LHS outlined the strategic vision for housing and housing related services in Renfrewshire and sought to provide clear direction for strategic housing investment. The report stated that the preparation of the draft LHS had involved extensive consultation and engagement with local communities and a range of stakeholders over the previous two-year period, built on the previous housing strategy and supported the regeneration of existing neighbourhoods and the delivery of high-quality, well designed, energy efficient and sustainable places. The draft strategy proposed five strategic priorities for Renfrewshire, details of which were provided within the report, which the Council and partners would seek to deliver over the next five-year period. The draft strategy also detailed actions which the Council and partners required to deliver to achieve the strategic priorities. These actions would form the basis of an action plan to accompany the finalised LHS 2022/27, and be monitored and reported to this Policy Board on an annual basis. Authority was sought to undertake consultation to gather the views of local communities, residents and tenants, housing association partners, the Health and Social Care Partnership and Third Sector organisations across Renfrewshire on the draft LHS, between 21 March 2022 and 13 June 2022. Following the consultation period, the LHS 2022/27 would be finalised and submitted to a future meeting of this Policy Board for consideration and, if appropriate, approval.

DECIDED: That the draft Local Housing Strategy 2022/27 be approved for consultation and the necessary publicity and consultation in relation to the strategy be authorised.

Sederunt

Councillor J MacLaren re-joined the meeting.

5 Renfrewshire Anti-social Behaviour Strategy 2022-25

There was submitted a report by the Director of Communities & Housing Services relative to the Renfrewshire Anti-social Behaviour (ASB) Strategy 2022/25.

The Anti-social Behaviour (Scotland) Act 2004 required all local authorities to publish a strategy jointly with the Chief Constable of Police Scotland for their Council area. All local authorities and Police Scotland required to consult with the Principal Reporter, registered social landlords, community bodies and “other persons” considered appropriate, to assist in the preparation, review, and revision of Anti-social Behaviour strategies. The report reminded members that at the meeting of this Policy Board held on 26 October 2021, a draft Renfrewshire ASB had been approved for consultation. Consultation had now been undertaken with statutory, voluntary and community partners.

The Renfrewshire ASB Strategy 2022/25, a copy of which was appended to the report, had been developed in liaison with a range of statutory, voluntary and community partners whilst taking account of the relevant legislative requirements. The outcomes and priorities detailed within the Renfrewshire ASB Strategy 2022/25 had

been developed based on evidence reported through various channels, including the Renfrewshire Public Services Panel and consultation workshops with elected members. An Action Plan had been developed, and was attached as Appendix 2 of the report, to incorporate improvement actions that had been identified during the course of the review and following discussion in connection with tenancy agreements it was agreed that this would cover 'potential legal action and/or reductions in tenancy rights' that could be instigated in the event that tenants broke the terms of their tenancy agreement as a result of anti-social behaviour.

DECIDED:

(a) That the Renfrewshire Anti-social Behaviour Strategy 2022/25 and associated Action Plan be approved; and

(b) That it be agreed that an annual update on the progress of the Anti-social Behaviour Strategy and delivery of the Action Plan would be submitted to future meetings of this Policy Board; including information on the 'potential legal action and/or reductions in tenancy rights' that could be instigated in the event that tenants broke the terms of their tenancy agreement as a result of anti-social behaviour.

6 COVID Tenant Grant Fund & Homelessness in Renfrewshire

There was submitted a report by the Director of Communities & Housing Services relative to the Covid Tenant Grant Fund and homelessness in Renfrewshire.

The report provided an update on the proposed distribution of the Covid-19 Tenant Grant Fund, outlined how the needs of homeless people continued to be met throughout the pandemic, and provided an update on the significant progress that had been made in the implementation of Renfrewshire's Rapid Rehousing Transition Plan (RRTP). Information relating to the consultation exercise being undertaken by the Scottish Government on the prevention of homelessness duty was also provided.

The report advised that a Scottish Government fund had been established which distributed funding to local authorities aimed at providing some degree of support to tenants with rent arrears, including the private rented sector, council tenants, and those renting housing association properties. This funding, the Covid-19 Tenant Grant Fund, was targeted towards those tenants who were faced with rent arrears directly caused by the pandemic and specifically accrued between 23 March 2020 and 9 August 2021. The Fund was to be primarily distributed to those who might be at risk of having their tenancies repossessed. Renfrewshire's share of the fund was £214,000, and national and local publicity during late 2021 had invited applications from tenants and landlords across the private and social rented sectors. Over 300 applications had subsequently been received in Renfrewshire, and these had been assessed in line with the relevant Scottish Government guidance and criteria. It was noted that the value of applications for the fund had exceeded the available fund for distribution, however, having regard to the guidance to prioritise prevention of homelessness and a letter from the Cabinet Secretary to the Convenors of Housing across all Scottish Councils which had advised that the expectation was that applications from private tenants should be prioritised, the distribution of the fund would enable 100% of eligible claims from private tenants/landlords to be met, with 90% of the value of claims from Registered Social Landlord and Council tenants to be met. A breakdown of the payments which were on schedule to be distributed prior to the end of the current financial year was provided.

The report also made reference to the Scottish Government aim of introducing legislation, in the upcoming Housing Bill, which would lead to wider homeless prevention duties across public bodies. The associated consultation exercise, which took the form of 96 questions on the proposed new legal duty, offered the opportunity to provide views on how to improve practice around joint working to ensure consistency of delivery across Scotland, while recognising local circumstances and decision-making. It was noted that the response prepared by the Director of Communities & Housing would be broadly supportive of the objective of promoting good practice but would express caution regarding the potential new duties that might arise for local authorities and highlight the need to ensure that this was recognised with appropriate funding.

DECIDED:

(a) That the proposed distribution of funding across Renfrewshire in relation to the £214,000 allocated in terms of the Scottish Government's Coronavirus Tenant Grant Fund be noted;

(b) That the progress made in meeting the needs of those who were statutorily homeless during the recovery from the impacts of Covid-19, and the implementation of Renfrewshire's Rapid Rehousing Transition Plan be noted; and

(c) That the Director of Communities & Housing Services be authorised to submit a response to the Scottish Government consultation on proposals for broadening the duty for prevention of homelessness across public bodies.

7 Housing-led Regeneration and Renewal Programme - Consultation Update

Under reference to item 8 of the Minute of the meeting of this Policy Board held on 18 January 2022, there was submitted a report by the Director of Communities & Housing Services relative to the targeted consultation undertaken in respect of the Housing-led Regeneration and Renewal Programme.

The report reminded members that at the above meeting revised proposals for investment had been developed, following an extensive consultation exercise involving approximately 1500 residents of areas included within the Housing-led Regeneration and Renewal Programme. The proposals had been approved. In addition, members had agreed to undertake a further period of targeted consultation with residents of properties in three of the areas which were impacted by proposed revisions to the original proposals. The report provided feedback from the further consultation undertaken with residents and owners of properties in Auchentorlie Quadrant/Seedhill Road, Paisley; the Howard Street area of Paisley; and Howwood Road area, Johnstone.

DECIDED:

(a) That the feedback received from tenants, residents, owners and local communities during the further targeted consultation period be noted;

(b) That the Director of Communities & Housing Services be authorised to undertake the necessary processes to implement the revised proposals for the three

Regeneration Areas concerned; and

(c) That the Director of Communities & Housing Services be authorised to leave vacant any houses among those now identified for demolition that were now or subsequently became vacant.

8 Financial Harm Strategy 2022/25

There was submitted a report by the Director of Communities & Housing Services relative to the Council's Financial Harm Strategy 2022/25.

The report indicated that financial harm was the risk of experiencing, or the actual perpetration of, financial abuse by whatever means, including theft, fraud, forgery or exploitation. It could involve people being put under pressure in connection with wills, property, inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits. The methods used in the commission of financial harm were complex, varied and often extremely deceptive and manipulative. Many people who fell victim to financial harm were otherwise unknown to agencies and were not in other ways vulnerable or easily coerced.

The report advise that a Financial Harm Sub-Group had been established to ensure the engagement of key stakeholders in the protection of adults at risk of financial harm. It was intended that the Sub-group report to the Community Protection PREVENT Steering Group, reflecting the broad community protection relevance of financial harm and the frequent links to organised criminality. The proposed terms of reference of the Sub-group were appended to the report, together with a proposed Financial Harm Strategy for approval by the Board.

DECIDED:

(a) That the Council's Financial Harm Strategy 2022/25, as detailed in appendix 1 to the report, be approved; and

(b) That it be noted that a Financial Harm Strategy action plan would be developed by the Financial Harm Sub-Group following approval of the strategy.

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

There were submitted an intimation by the Director of Communities & Housing Services in terms of paragraph 2.5 of the Renfrewshire Common Housing Allocation Policy, 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 intimation be noted.

10 Renfrewshire Local Development Plan - Action Programme and Draft New Development Supplementary Guidance

There was submitted a report by the Chief Executive relative to the Renfrewshire Local Development Plan Action Programme and the revised draft New Development Supplementary Guidance.

The report advised that following the decision, taken at the meeting of this Policy Board held on 15 December 2021, to adopt the Renfrewshire Local Development Plan (2021) legislation required an Action Programme to be published to support the delivery and implementation of the Plan. A copy of the proposed Action Plan together with revised draft Renfrewshire New Development Supplementary Guidance, which set out the detailed advice on the application of policies and proposals within the Renfrewshire Local Development Plan, (2021) was provided. During discussion, elected members were advised that approval was sought to undertake further consultation in respect of the revised New Development Supplementary Guidance, which included the Householder's Guidance document.

DECIDED:

(a) That the Renfrewshire Local Development Plan Action Programme (2022) be approved and its adoption and publication in support of the Renfrewshire Local Development Plan (2021) be authorised; and

(b) That the revised draft New Development Supplementary Guidance (2022) be approved for consultation prior to the finalised guidance being submitted to this Policy Board for approval.

11 Renfrewshire Planning & Development Tree Policy 2022

There was submitted a report by the Chief Executive relative to the Renfrewshire Planning and Development Tree Policy 2022.

The report stated that trees and woodlands contributed greatly to amenity and the quality of place, benefitting biodiversity and having a pivotal role in mitigating the effects of the climate crisis. Following the Council meeting held on 30 September 2021, an updated policy framework, a copy of which was appended to the report, had been prepared which aimed to protect and maintain existing trees across Renfrewshire as well as outlining the importance of active management of existing trees and ensuring appropriate provision for the planting and preservation of trees on new development sites.

The proposed policy provided up to date advice on works to Council-owned trees; protected trees in conservation areas and trees covered by tree preservation orders; high hedges; Council powers in relation to privately owned trees; householders common law rights for trees; trees overhanging roads and footways; trees in gardens of Council houses; and trees affected by development sites. Subject to approval, the policy would be published on the Council's website and used as advice for future tree works as well as a material consideration when determining planning applications for tree works and development site and ensuring appropriate provision for the planting and preservation of trees when considering development proposals.

DECIDED: That the Renfrewshire Planning and Development Tree Policy 2022, as appended to the report, be approved.

12 **Scottish Government Consultations on the Draft National Planning Framework4, Local Development Planning Regulations & Guidance, Open Space Strategies and Play Sufficiency Assessments**

There was submitted a report by the Chief Executive relative to proposed consultation responses to the consultation documents entitled (i) draft National Planning Framework 4; (ii) Local Development Planning Regulations & Guidance and (iii) Open Space Strategies and Play Sufficiency Assessments.

The report stated that following the enactment of the Planning (Scotland) Act 2019, the Scottish Government was progressing the implementation of the Act and the wider reforms of the planning system. As part of the delivery of transforming planning, the Scottish Government had published a series of consultation documents seeking comment on issues including the draft National Planning Framework 4, significant changes to the development planning regulations and guidance and new duties on planning authorities to prepare and publish an Open Space Strategy and to assess the sufficiency of play opportunities for children in all local authority areas. The deadline for the submission of responses to the consultation documents was 31 March 2022.

The report summarised the key points being taken forward in the consultation responses and provided copies of the proposed responses, prepared on behalf of the Council, to each of the consultation documents. The report noted that the draft responses indicated that the Council was supportive of the approaches outlined in all three consultation areas. Aspects of each of the documents which it was suggested required further consideration, clarification and detail before finalising and publishing the framework, regulations and guidance were outlined.

DECIDED: That the proposed consultation responses to the draft National Planning Framework 4, Local Development Planning Regulations & Guidance and Open Space Strategies and Play Sufficiency Assessments consultation documents, copies of which were appended to the report, be approved for submission to the Scottish Government.

13 **Proposal of Application Notices**

There was submitted a report by the Chief Executive relative to the proposal of application notice 22/0084/PN.

It was proposed that the key issues identified to date be noted. This was agreed.

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

14 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) 20/0516/PP: Erection of residential development comprising 17 dwellinghouses and 8 flats with associated infrastructure, parking and landscaping and erection of relocated greenkeeping facility with associated storage - Land east of Newton Cottage at Elderslie Golf Club, Newton Avenue , Elderslie, Johnstone.

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

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

(B) 21/1668/PP: Mixed Use Redevelopment of The Paisley Centre to include Class 1 (Shops), Class 2 (Financial, Professional & Other Services), Class 3 (Food & Drink), Class 4 (Business), Class 7 (Hotel), Class 10 (Non-residential Institutions), Class 11 (Assembly & Leisure), Residential, Healthcare, Sui Generis (Hot Food Takeaway), Demolition and Other Ancillary Uses - Inshops Managers Office, Paisley Centre, 23 High Street, Paisley.

In terms of Standing Order 59 Councillor McGurk, moved that the application be granted subject to the conditions and reasons detailed within the report This was agreed.

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

(C) 21/1669/LB: Alterations to 2 facades in association with the Redevelopment of The Paisley Centre - Inshops Managers Office, Paisley Centre, 23 High Street, Paisley.

In terms of Standing Order 59 Councillor McGurk, moved that the application be granted subject to the conditions and reasons detailed within the report This was agreed.

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

(D) 21/1670/CA: Demolition in association with Mixed Use Redevelopment of The Paisley Centre - Inshops Managers Office, Paisley Centre, 23 High Street, Paisley.

In terms of Standing Order 59 Councillor McGurk, moved that the application be granted subject to the conditions and reasons detailed within the report This was agreed.

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

(E) 22/0030/PP: Siting of residential caravan for temporary period of 3 years (in retrospect) - Land to North of East Auchenhean, Auchenhean Road, Lochwinnoch

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

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

(F) 21/1030/PP: Erection of 49 dwellings with associated roads, carparking and landscaping - Site between Fordbank Stables and Corseford Avenue, Johnstone

Councillor Hood, seconded by Councillor Andy Doig, moved that the application be refused as it was contrary to Policy ENV 1, eroded the Greenbelt between Johnstone and Howwood and would result in unacceptable traffic congestion, at peak times, in the vicinity of the proposed development site.

Councillor Rodden, seconded by Councillor Burns, moved as an amendment that consideration of the application be continued pending a site visit.

On the roll being called, the following members voted for the amendment: Councillors Burns, K MacLaren, M MacLaren, McGurk, McNaughtan, Nicolson and Rodden.

The following members voted for the motion: Councillors Binks, Brown, Devine, A Doig, Graham, Hood and J MacLaren.

7 members having voted for the amendment and 7 members having voted for the motion, the Convener, in terms of Standing Order 31, used her second and casting vote in favour of the amendment which was accordingly declared carried.

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

(G) 20/0597/PP: Erection of residential development, comprising fifty nine dwellinghouses and twenty flats with ancillary roads, parking, and landscaping - Reid Linwood Building, 48 Napier Street, Linwood, Paisley

In terms of Standing Order 59 Councillor McGurk, moved that the application be granted subject to the conditions and reasons detailed within the report and a Section 75 agreement being concluded with the applicants for a financial contribution towards the provision of alternative pitch facilities. This was agreed.

DECIDED: That the application be granted subject to the conditions and reasons detailed within the report and a Section 75 agreement being concluded with the applicants for a financial contribution towards the provision of alternative pitch facilities.

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 12 of part I of schedule 7A of the Local Government (Scotland) Act 1973.

15 Local Development Plan

There was submitted a report by the Chief Executive relative to the decision taken at the meeting of this Policy Board, held on 7 December 2021, to adopt the Renfrewshire Local Development Plan in accordance with the provisions of The Town and Country Planning (Scotland) Act 1997.

The report advised that a statutory appeal had been received by the Council, the grounds of which were detailed, and outlined, in an appendix to the report, legal opinion obtained in this connection from senior counsel.

DECIDED: That the recommendations detailed in the report be agreed.

Minute of Special Meeting

Police and Fire & Rescue Scrutiny Sub-Committee

| Date | Time | Venue |
|--------------------------|-------|---------------------------|
| Tuesday, 18 January 2022 | 15:00 | Microsoft TEAMS platform, |

Present: Chief Superintendent David Duncan, Councillor John Hood, Councillor James MacLaren, Councillor Mags MacLaren, Councillor Marie McGurk, Councillor John McNaughtan

In Attendance

M Crearie, Director of Communities & Housing Services; C Dalrymple, Communities & Regulatory Manager (Communities & Housing Services); C MacDonald, Senior Committee Services Officer; P Shiach, Senior Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

Also in Attendance

Inspector V Little and Superintendent A Marshall (both Police Scotland); D McCarrey, Area Commander and M Hill, Group Manager, (both Scottish Fire & Rescue Service).

Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be webcast via the Council's website.

Declarations of Interest

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

1 **Police Scotland Performance Report**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April to 30 November 2021. The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2020/21, comparisons were made against the previous five-year average.

The volume of recorded crime and offences had fallen by 12.7% on the five-year average and by 4.5% on the same period in 2020. The report provided, in an infographics format, local updates in relation to Renfrewshire Policing Priorities 2018-22 of drug supply and misuse; violence & anti-social behaviour; dishonesty and road safety. Continued focus and proactivity on drug supply and misuse had contributed to detections for drug supply however the detection rate had fallen by 3.2% on the previous five-year average. Overall violent crime had increased by 1.4% on the previous year but had fallen by 5.4% on the previous five-year average. Violence against emergency workers had fallen from a five-year average of 174.2 to 154 (a decrease of 10.7%). Reported disorder had fallen by 22.7% from the previous year and ASB communications were down by 19.2% on the previous year and by 2.3% on the five-year average.

Housebreaking crimes had fallen by 36% against the previous five-year average which equated to a total of 90 crimes. Motor vehicle crime had fallen by 16.1% on the five-year average. Fraud continued to be one of the few crimes of dishonesty for which an increase has been recorded with reported crimes rising 52.4% above the five-year average to a total of 281 crimes. Many of these continued to be cyber-enabled, with phishing and vishing scams and internet order fraud increasingly being reported by members of the public.

There had been 28 serious road injuries (two more than the previous year) and 66 slight road injuries (four more than the same period in 2020) recorded. There were three road fatalities in Renfrewshire in the reporting period—two more than the previous year.

Reported sexual crimes had increased by over 7% on five-year average figures. However, it was noted that many of these crimes involved non-recent reporting. Recorded police incidents remained 9.3% below the previous five-year average and at a similar level to same period in 2021

DECIDED: That the report be noted.

2 **Consultation on HM Inspectorate of Constabulary In Scotland (HMICS) Scrutiny Plan 2022/25**

There was submitted a report by the Director of Communities & Housing Services relative to Her Majesty's Inspectorate of Constabulary, Scotland (HMICS) development of its Scrutiny Plan to deliver a planned inspection programme for 2022–2025.

The report advised that HMICS would continue to utilise an online survey to enable anyone with an interest in policing in Scotland to make a contribution. As part of this process, HMICS sought the views of key stakeholders on any topical, high risk or emerging areas in Policing that could be included within the 2022-25 plan. The aim of the online survey was to provide HMICS with thorough insight into the key issues that members of the public, key stakeholders and staff members of Police Scotland and the Scottish Police Authority felt strongly about.

HM Chief Inspector of Constabulary wrote to partners including the Renfrewshire Council Chief Executive on 7 December 2021 requesting input into the HMICS Scrutiny Plan 2022-25.

The final date for submissions to the letter was 21 January 2022. A draft response from the Council was attached as Appendix 1 to the report for Members approval and would be submitted in line with the timescales provided.

DECIDED:

(a) That the consultation on the HMRC Scrutiny Plan 2022/25 be noted; and

(b) That the Council's consultation response as detailed in Appendix 1 to the report be approved.

3 Scottish Fire and Rescue Service Performance Report

There was submitted a report, by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) relative to SFRS performance and local fire and rescue service plan priorities in the Renfrewshire area during period 1 October to 31 December 2021.

The report provided updates in relation to Renfrewshire activity, accidental dwelling fires and casualties, unintentional injury and harm, deliberate fire setting, non-domestic fire safety and unwanted fire alarm signals.

The report advised that accidental Dwelling Fires showed a decrease of 16% (7 incidents) from Q3 2020/21. Cooking remained the most common source of ignition within Renfrewshire accounting for 22 of the accidental dwelling fires. In addition, 39% (14) of the incidents required no firefighting action, 36% (13) were due to distraction and 14% (5) were due to alcohol/drug impairment. Furthermore 28 of the 36 incidents had detection installed and 96% (35) of these operated and raised the alarm.

The report indicated that Unwanted Fire Alarm Signals (UFAS) showed a 29% (61 incidents) increase year on year. Of these 9% (25 incidents) were recorded in Hotel/Motel premises. Secondary schools accounted for 9% (25 incidents) and 56% (153 incidents) were found to be as a result of human interactions i.e. not isolating the system before testing, cooking and smoking.

DECIDED: That the contents of the report be noted.

4 **Scottish Fire and Rescue Service Spotlight – Mutual Referral Pathways**

The Group Manager, SFRS provided an update on Partnership arrangements and some of the Mutual Referral pathways that were currently in place with Partner agencies across Renfrewshire.

He provided specific examples and expressed admiration for the work undertaken across all agencies on a daily basis and referred to information sharing and the Community Safety Hub.

He highlighted innovations undertaken by the Scottish Fire and Rescue Service in Renfrewshire, in particular the Mutual Referral Pathways it had with ROAR, building resilience and empowerment with elderly people in Renfrewshire. As a result of these referrals all crews within Renfrewshire had been trained in assisting elderly residents.

DECIDED: That the information provided be noted.

5 **Response to the next Fire & Rescue Framework for Scotland Consultation**

There was submitted a report by the Director of Communities & Housing Services relative to the response to the next Fire and Rescue Framework for Scotland consultation.

The report advised that the Scottish Government had published a consultation document seeking the views of important stakeholders on the next Fire and Rescue Framework for Scotland ('the Framework').

The Framework set out Scottish Ministers' expectations of the Scottish Fire and Rescue Service (SFRS) and provided SFRS with strategic priorities and objectives, together with guidance on how the delivery of its functions should contribute to the Scottish Government's Purpose and National Outcomes.

The response to the consultation from the Council was submitted within the timescales set by the Scottish Government with the final date for submissions to the consultation being 22 December 2021.

DECIDED: That the action to submit the consultation response, attached as appendix 1, to the Scottish Government in line with the required timescale of 22 December 2021 be homologated.

6 **Local Issues**

The Communities & Regulatory Manager (Communities & Housing Services) referred to the introduction of Interlinked Fire and Smoke Alarms which were required to be installed in every home in Scotland from February 2022 to ensure compliance with the Scottish Government's new standards.

He advised that leaflets would be issued to every household in Renfrewshire with Council Tax renewals. The leaflet would offer advice on the new standards and provide guidance in relation to scams and cold callers.

DECIDED: That the information of integrated smoke and fire alarms be issued to all Renfrewshire residents at the earliest opportunity.

Minute of Meeting Regulatory Functions Board

| Date | Time | Venue |
|--------------------------|-------|------------------------|
| Wednesday, 16 March 2022 | 10:00 | Remotely by MS Teams , |

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

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), E Clements, Senior Solicitor (Litigation & Advice), C Panton, Senior Solicitor (Adult Protection), R Devine (for items 1 to 8 only) and P Shiach (for items 8 to 14 only) (both Senior Committee Services Officer), D Cunningham, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing), R McCallum, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (for items 1 to 8 only) (all Finance & Resources).

Recording of Meeting

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

Apology

Councillor Montgomery.

Declarations of Interest

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

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

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

Applicant: Theodorus Bouwmans
Authorised goods: Dutch and Scottish snacks
Trading from: Middleton Road, Linwood
Operating hours: Monday to Saturday – 7.00 am to 5.00 pm
Licence No.: ST171

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

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

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

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

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

There was no appearance by or on behalf of Exotic Kitchen Limited.

The Convener proposed that consideration of the application be continued to a future meeting of the Board to allow the applicant to be represented. This was agreed unanimously.

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

3 **Renewal of Late Hours Catering Licences - Personal Appearance**

There were submitted the undernoted applications for renewal of Late Hours Catering Licences. Applicant (d) had been asked to appear personally for the first time:-

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

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

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

(b) Applicant: DSR Restaurants t/a McDonalds
Premises: McDonalds, Unit K Braehead Retail Park
Activity: fast food
Operating hours: Monday to Sunday 11.00 pm to 5.00 am
Licence No.: LHC056

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.

(c) Applicant: WH Smith Travel Holdings Limited
Premises: WH Smith, Airside Main, Glasgow Airport
Activity: general retail/consumable items
Operating hours: Monday to Sunday – 11.00 pm to 5.00 am
Licence No.: LHC116

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.

(d) Applicant: Abdul Jalal Ibrahim
Premises: 40 High Street, Paisley
Activity: takeaway
Operating hours: Monday to Thursday – 11.00 pm to 12 midnight and Friday and Saturday – 11.00 pm to 3.00 am
Licence No.: LHC110

There was no appearance by or on behalf of Mr Ibrahim, the applicant. The Convener proposed that the application be considered in Mr Ibrahim's absence. This was agreed unanimously.

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

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

4 **Variation of Private Hire Car 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: David Muir

Variation: exception to policy and standard condition 1

Licence No.: PH0997

There was no appearance by or on behalf of Mr Muir, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Muir's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Muir to continue to operate his present vehicle, registration number EJ64 Tzs for a period of six months from 16 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 16 March 2022. This was agreed unanimously.

DECIDED: That Mr Muir's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Muir to continue to operate his present vehicle, registration number EJ64 Tzs, for a period of six months from 16 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 16 March 2022.

5 **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:-

David McBurney PH1084

There was no appearance by or on behalf of Mr McBurney, the applicant. The Assistant Managing Solicitor (Licensing) advised that prior to the meeting, the applicant had submitted a vehicle registration document in respect of his licensed vehicle and subsequently his application for renewal of a Private Hire Car Operator's Licence had been granted for a period of two years under delegated authority.

DECIDED: That it be noted that the applicant had submitted a vehicle registration document in respect of his licensed vehicle, and subsequently his application for renewal of a Private Hire Car Operator's Licence had been granted for a period of two years under delegated authority.

EXCLUSION OF PRESS AND PUBLIC

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

6 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:-

William Queen PH0697

There was no appearance by or on behalf of Mr Queen, the applicant. The Assistant Managing Solicitor (Licensing) advised that the applicant had withdrawn his application.

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

7 Surrender and Re-issue of Taxi Operators' Licences - Personal Appearances

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

(a) Present Operator: Douglas Goodwin
Proposed Operator: Graeme Anderson
Licence No.: TX137

There was no appearance by or on behalf of the applicants. The Convener proposed that the application be considered in the applicants' absence. This was agreed unanimously.

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

DECIDED: That the application be granted.

(b) Present Operator: Sheena Scott (David Fleming McDougall's Executor)
Proposed Operator: James Hall Muir
Licence. No.: TX095

There was no appearance by or on behalf of the applicants. The Convener proposed that the application be considered in the applicants' absence. This was agreed unanimously.

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

DECIDED: That the application be granted.

8 Grant of Taxi Driver's Licence - Personal Appearance

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

Jared Gatley

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

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

9 Application for Exemption from Driver's Duties under Section 165 of the Equality Act 2010 - Personal Appearance

There was submitted the undernoted application for exemption from drivers' duties under Section 165 of the Equality Act 2010. The applicant had been asked to appear personally for the first time:-

Stuart McCullagh T0020

Mr McCullagh, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr McCullagh's current Taxi Driver's Licence. This was agreed unanimously.

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

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

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

(a) Shamsulrahman Rahimi

Mr Rahimi, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued to allow further enquiries to be made. This was agreed unanimously.

DECIDED: That consideration of the application be continued to allow further enquiries to be made.

(b) Jahanzeb Tufail

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

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

Adjournment

The meeting adjourned at 11.15 am and reconvened at 1.30 pm.

11 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:-

Barry Wood

Mr Wood, the applicant, joined the meeting by video call together with Sergeant Robertson, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. After hearing from Mr Wood, 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.

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

There were submitted the undernoted applications for renewal of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted objections to the applications:-

(a) Khyber Safi P0389

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

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

(b) Ian Anderson P6285

Mr Anderson, the applicant, joined the meeting by telephone call together with Sergeant Robertson, who joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

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

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

(a) Shamshad Hashmini

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

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

(b) Pashtoon Barak

Mr Barak, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Barak be allowed to be an exception to its relevant policy, having regard to the explanation provided, and that consideration of the application be continued. The Convener further proposed that authority be delegated to officers to grant the application upon production of the required vehicle documentation. This was agreed unanimously.

DECIDED:

(a) That Mr Barak be allowed to be an exception to the Board's relevant policy, having regard to the explanation provided;

(b) That consideration of the application be continued to allow Mr Barak to produce suitable documentation in relation to his current vehicle; and

(c) That authority be delegated to officers to grant the application upon production of the required vehicle documentation.

14 **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:-

Pawan Arora

Mr Arora, the applicant, joined the meeting by video call together with Sergeant Robertson, who joined the meeting by video call.

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

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

Minute of Meeting

Education and Children's Services Policy Board

| Date | Time | Venue |
|-------------------------|-------|--------------------------|
| Thursday, 17 March 2022 | 13:00 | Microsoft Teams Meeting, |

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

Chair

Councillor Paterson, Convener, presided.

In Attendance

S Quinn, Director of Children's Services, J Calder, Head of Service (Curriculum & Quality), T McGilvery, Head of Education, J Trainer, Head of Childcare & Criminal Justice (all Children's Services); J Connolly, Senior Communications Officer (Chief Executive's); and G McLachlan, Senior Finance Manager, R Conway, Finance Manager, G Dickie, Partnering & Commissioning Manager, E Gray and C MacDonald, Senior Democratic Services Officers, K O'Neill, Assistant Democratic Services Officer, D Cunningham, Assistant Committee Services Officer, and D Pole, End User Technician (all Finance & Resources).

Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Education and Children's Services Policy Board would be broadcast live and would also be recorded and that the recording would be available to view on the Council's website.

Declarations of Interest

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

1 **Revenue and Capital Budget Monitoring as at 7 January 2022**

There was submitted a joint revenue and capital budget monitoring report by the Directors of Children's Services and the Director of Finance & Resources for the period to 7 January 2022.

The report projected a revenue overspend of £0.238 million and a breakeven position in respect of capital as at 31 March 2022 for Children's Services. It was noted that for financial year 2021/22 the projected outturn position was split into core and Covid-19 related variances.

DECIDED:

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

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

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

2 **Achievement of a Curriculum for Excellence Level (CfE) Level Return 2021**

There was submitted a report by the Director of Children's Services relative to the Curriculum for Excellence attainment for Primary 1, 4 and 7 pupils in Renfrewshire for the 2020/21 session.

The report set out that Achievement of Curriculum for Excellence Level (ACEL) was recorded at an individual pupil level and reported to the Scottish Government annually. It was noted that, due to pandemic related pressures, the data was not collected for the 2019/20 session. Due to pressures on secondary schools including implementation of the SQA National Qualifications Alternative Certification Model, the S3 data was not collected for the 2020/21 session.

The report provided data and recent trends relating to attainment by stage in listening and talking, reading, writing and numeracy and made comparisons to the national average. Information relating to the poverty-related attainment was provided along with the measures put in place to address the impact of the Covid-19 pandemic.

DECIDED:

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

(b) That the efforts of the children and young people and the significant commitment of teachers and support staff be noted.

3 **Attainment of 2020/21 School Leavers**

There was submitted a report by the Director of Children's Services relative to the performance of the 2020/21 leavers cohort in four key measures; attainment in literacy and numeracy; improving attainment for all; attainment versus deprivation; and leavers' destinations.

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

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

DECIDED:

(a) That the report be noted; and

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

4 **Education Scotland visit to Riverbrae School and ELCC**

There was submitted a report by the Director of Children's Services relative to a visit to Riverbrae School and Early Learning and Childcare Centre (ELCC) by Education Scotland.

The report set out that an inspection of Riverbrae School and ELCC was carried out by Education Scotland in January 2019 which determined that there were four areas which required improvement. A further inspection was due to be carried out within one year of publication of the findings however, due to the Covid-19 pandemic, all inspections were paused. In 2021 Education Scotland planned a series of engagement visits with the schools due to be inspected, recognising the recovery context all schools were working within.

A visit to Riverbrae School and ELCC took place in December 2021 and found that there were notable improvements regarding the four recommendations from the previous inspection and it was acknowledged that despite the Covid-19 pandemic, the school had made significant progress. The letter to parents following the visit, published by Education Scotland in March 2022 was attached at Appendix 1 to the report.

DECIDED: That the positive progress in Riverbrae School and ELCC, highlighted in the Education Scotland letter of 1 March 2022, be noted.

5 Supporting the Mental Health and Wellbeing of Children & Young People in Schools & Early Years Establishments

There was submitted a report by the Director of Children's Services relative to the variety of different curricular programmes, approaches and projects which were currently in place to support the mental health and wellbeing of children and young people in schools & early years establishments throughout Renfrewshire.

The report provided a background to the Scottish Government and COSLA's commitment to improving the mental health of children, young people and families and referenced a number of reports which had highlighted the significant need to provide opportunities for early intervention and prevention to avoid the unnecessary escalation of emotional distress in children and young people.

The Council's commitment to reach parity between emotional literacy and English literacy was noted, along with the need to focus on factors which most commonly affect mental health, including substance misuse, RSHP (relationships, sexual health and parenthood), consent, coercive control and LGBT issues.

DECIDED:

- (a) That the content of the report be noted; and
- (b) That the ongoing commitment of Children's Services to improving the mental, emotional and social wellbeing of children, young people and staff be noted.

6 Joint Inspection of Children and Young People at Risk of Harm

There was submitted a report by the Director of Children's Services relative to the scheduled Care Inspectorate inspection of the services to protect children and young people at risk of harm in Renfrewshire. The original programme for inspections was launched in 2019 however these were paused due to the Covid-19 pandemic. The programme resumed in July 2021.

The report set out the methodology under which the programme of inspections would take place along with a summary of the focus of the eight inspections which had taken place in other authority areas to date. It was stated that Renfrewshire was likely to be inspected within the following 12 months and the report detailed the self-evaluation and preparatory work, lead by the Continuous Improvement Sub-Group of Renfrewshire Child Protection Committee, which had been undertaken.

DECIDED:

- (a) That the information on the inspection approach being adopted by the Care Inspectorate in relation to children and young people at risk of harm be noted; and
- (b) That it be noted that self-evaluation work was being progressed to prepare for the involvement of Renfrewshire in future inspection programme.

7 Distribution of Funding to Support Services for Children and Families – Funding Allocation for 2022/23

There was submitted a report by the Director of Children's Services relative to the allocation of funding to support a range of private and voluntary sector organisations which deliver services for families with young children.

The report provided information on the proposed allocation of funding during 2022/23 to out of school care groups in the private and voluntary sector and for early years voluntary sector organisations, playgroups and toddler groups. Appendix 1 to the report detailed the proposed allocation of funding to voluntary organisations, totalling £87,103; Appendix 2 detailed the proposed allocation to school care sector, totalling £25,603; and Appendix 3 detailed the proposed allocation to the pre-5 voluntary sector playgroups and toddler groups, totalling £2,300.

DECIDED:

(a) That the resource allocation to support the delivery of services for children and young people, as outlined in Appendix 1 to the report, be approved; and

(b) That the the proposed allocation of grant funding for out of school care and pre five voluntary sector, as detailed in Appendices 2 and 3 to the report, be approved subject to the completion of satisfactory checks and assessments.

Minute of Meeting

Audit, Risk and Scrutiny Board

| Date | Time | Venue |
|-----------------------|-------|-------------------------------|
| Monday, 21 March 2022 | 10:00 | Remotely via Microsoft Teams, |

Present: Councillor Tom Begg, Councillor Bill Binks, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor John Hood, Councillor Jim Sharkey, Councillor Jane Strang

Chair

Councillor Bill Binks, Convener, presided.

In Attendance

S Quinn, Director of Children's Services; L McIntyre, Head of Policy & Commissioning, L Fingland, Service Planning & Policy Development Manager and D Christie, Senior Communications Officer (all Chief Executive's); F Carlin, Head of Housing Services, C Dalrymple, Communities & Regulatory Manager, K Waters, Programme Manager & Lead Officer and J Mackie, Placement Team Leader and Lead Officer, (all Communities & Housing Services); G Hutton, Head of Operations & Infrastructure, and G Hannah, Strategic Change Manager, (both Environment & Infrastructure); M Boyd, Head of People & Organisational Development, C McCourt, Acting Head of Finance & Business Services, K Campbell, Assistant Chief Auditor, G Innes, Customer Services Manager, D Pole, End User Technician, and E Gray, P Shiach and C MacDonald, all Senior Committee Services Officers, and D Cunningham, Assistant Committee Services Officer (all Finance & Resources), and F Naylor, Head of Finance & Corporate Services (OneRen).

Also in Attendance

J Cornett, Audit Director and M Ferris, Senior Audit Manager, (both Audit Scotland).

Recording

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

Declarations of Interest

Councillor Sharkey declared an interest in respect of Item 9 - Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - as he was currently in dispute with McGill's Bus Company and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hood declared an interest in respect of Item 9 - Review of Bus Deregulation and Effect on Transport Services in Renfrewshire - as he was currently in dispute with McGill's Bus Company and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

1 Internal Audit and Counter Fraud Progress and Performance for Period to 30 December 2021

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 April and 30 December 2021 in terms of the delivery of the Audit Plan for the year and outlining actual performance against targets set by the Director of Finance & Resources.

No formal performance targets for fraud investigation had been established as a major part of the team's work involved being the single point of contact for the Department for Work and Pensions (DWP) Single Fraud Investigation Service and the Service Level Agreement for the work contained time targets for completing this work. It was noted that the focus over the last year had been on increasing fraud awareness amongst employees to prevent fraud from occurring against the Council. The types of fraud referrals received to date were wide-ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk.

The report also detailed the progress made against local and national initiatives involving Internal Audit and the Counter Fraud Team in the period.

The report advised that as a result of the Covid-19 pandemic joint working with the DWP's Single Fraud Investigation Service had ceased. However, during this quarter some of their fraud investigators had now recommenced fraud duties and had been in contact regarding ongoing cases. It was noted that the Counter Fraud Team were still currently working from home and only any essential site/home visits were being undertaken. The Internal Audit team were also working from home for the majority of the time and going into the office when required. Any site visits which were required to fulfil audit reviews were also now being undertaken. The Team also provided advice and support where necessary to Council services.

DECIDED: That the Internal Audit and Counter Fraud Team progress and performance from 1 April to 31 December 2021 be noted.

2 **Audit Scotland Annual Audit Plan 2021/22**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Annual Audit Plan 2021/22, a copy of which was appended to the report.

The report intimated that the audit plan outlined Audit Scotland's approach to the audit of the 2021/22 financial statements of the Council and the charities it controlled in order to assess whether they provided a true and fair view of the financial position of the Council, and also whether they had been prepared in accordance with proper accounting practice.

The Plan outlined the responsibilities of Audit Scotland and the Council, their assessment of key challenges and risks, and the approach and timetable for completion of the audit.

J Cornett, Audit Director, Audit Scotland advised that typographical errors had been made on page 5 of the Appendix at Exhibit 1. Planning materiality should have read £8.7 million and the Performance materiality should have read £5.7 million.

DECIDED: That the report and Audit Scotland's Annual Audit Plan 2021/22 be noted.

3 **Local Government in Scotland Financial Overview 2020/21**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's Local Government in Scotland – Financial Overview 2020/21, a copy of which was appended to the report.

The report indicated that Audit Scotland, as appointed external auditors, had provided a high-level independent analysis of the financial performance of councils during 2020/21 and their financial position at the end of that year. It also looked ahead and commented on the financial outlook for councils in the medium and longer terms.

The key findings of Audit Scotland were highlighted within the report and the key messages, alongside the associated Renfrewshire position, were attached for information at Appendix 1.

DECIDED: That the contents of the report and the appendices be noted.

4 **Internal Audit Review of Compliance with the Code of Corporate Governance**

There was submitted a report by the Chief Auditor relative to Internal Audit's review of the Council's Local Code of Corporate Governance (the Code) which was based on the Chartered Institute of Public Finance & Accountancy (CIPFA) "Delivering Good Governance in Local Government Framework": The Framework set the standard for local authority governance in the UK and was revised by CIPFA and the Society of Local Authority Chief Executives (SOLACE) in 2016 to ensure it remained fit for purpose.

The report advised that Internal Audit had reviewed the adequacy and effectiveness of the revised Code and confirmed that the Council complied with the requirements of the Local Code of Corporate Governance.

DECIDED: That the report be noted.

5 **Annual Review of Compliance with the Local Code of Corporate Governance 2021**

There was submitted a report by the Chief Executive relative to the annual review of the Council's Local Code of Corporate Governance (the Code) which was based on the Delivering Good Governance in Local Government: The Framework which set the standard for local authority governance in the UK and which was revised by CIPFA and SOLACE in 2016 to ensure it remained fit for purpose.

Evidence of how the Council complied with the updated Code was attached as an appendix to the report. It was noted that the evidence presented in the appendix reflected the impact of Covid-19, demonstrated that strong governance arrangements had remained in place within the Council, and the Councillors and Officers worked together to lead and manage the Council in order to provide vital public services.

DECIDED: That the Council's compliance with the Local Code of Corporate Governance as set out in the appendix to the report be noted.

6 **Local Government Benchmarking Framework – 2020/21 Report**

There was submitted a report by the Chief Executive relative to the Local Government Benchmarking Framework (LGBF) performance data for all Scottish local authorities.

The report advised that the Framework was a high-level benchmarking tool which allowed local authorities to compare their performance across a wide range of key service areas such as education, housing, and adult social care.

The Council had participated in the development of the LGBF since its inception in 2010, with the Framework now expanded to 101 indicators. The purpose of the Framework was to support evidence-based comparisons and encourage shared learning and improvement.

The report provided an overview of Renfrewshire's performance for 2020/21, and outlined the wider context and trends for local authorities across Scotland. This data reflected the first year of the pandemic, including the initial national lockdown, and most service areas in local authorities were impacted by this. This may have been due to services being paused, or resources being temporarily focused on supporting residents through direct activities such as delivering food parcels or administering business grants. It was important that performance, both absolute and relative, was considered in this context. The duration of the pandemic meant that the impact would be evident in data for 2021/22 and beyond.

The report also detailed information relating to the performance of similar councils which had been placed into a 'family group' with Renfrewshire Council and further context on performance across the broad service areas was contained in the appendix to the report.

DECIDED: That the report be noted.

Sederunt

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

7 Blue Badge Process Review – Progress Update

Under reference to Item 13 – Notice of Motion 4 of the meeting of the Council held on 30 September 2021, there was submitted a report by the Director of Finance & Resources relative to the motion concerning Blue Badge Qualifications.

Four main areas of concern were highlighted within the report: eligibility criteria; applications for unseen illnesses; automatic refusal of badges; and the online application process.

The report advised that a recent end-to-end review had highlighted several process improvements which the Council could make to ensure the Blue Badge application process was clearer, and more customer focussed. The changes were currently being progressed by the Customer Development and Technology teams.

It was noted that the review into Blue Badge processes would continue, with the team planning to make improvements to the current, paper-based, application process for unseen illnesses. This would aim to make the process available online and over the telephone, greatly improving the customer experience and reducing the time it would take for customers to complete an application.

Councillor Binks, seconded by Councillor Begg, moved:

- (a) That the limitations placed on the Council to alter the eligibility criteria for Blue Badges be noted;
- (b) That the use of a national application form supported by the gov.uk platform which the Council was unable to change be noted; and
- (c) That the additional work being carried out as a result of the review to provide a more efficient and customer-focussed application process be noted.

Councillor Sharkey seconded by Councillor Hood, moved as an amendment that the word "note" within paragraphs 2.1 and 2.2 be changed to "condemn".

On the roll being called, the following members voted for the amendment: Councillors Sharkey and Hood.

The following members voted for the motion: Councillors Begg, Binks, Campbell and Strang.

Four members having voted for the motion and two members having voted for the amendment, the motion was accordingly declared carried.

DECIDED:

(a) That the limitations placed on the Council to alter the eligibility criteria for Blue Badges be noted;

(b) That the use of a national application form supported by the gov.uk platform which the Council was unable to change be noted; and

(c) That the additional work being carried out as a result of the review to provide a more efficient and customer-focussed application process be noted.

8 Linking the National Cycle Route 7 with Howwood - Lead Officer Kevin Waters

Under reference to Item 7 – Audit, Risk & Scrutiny Annual Programme 2021/22 – Request for Review of the Minute of the meeting of this Board held on 15 November 2020, there was submitted a report by the Lead Officer relative to the proposed purpose, scope and terms of reference and witnesses to be called for the review of linking the National Cycle Route 7 with Howwood.

The report detailed an update on progress of the review since the meeting of this Board held on 24 January 2022.

DECIDED: That the contents of the report be noted.

Declaration of Interest

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

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

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

The report detailed the findings and overall conclusions and a copy of the report to be submitted to Council on 28 April 2022 was attached as an appendix to the report.

Councillor Sharkey, seconded by Councillor Hood, moved as an addition:

Amend 6.5 (v) page 194 of the report to read: "Commit, in partnership with SPT to using all of the regulatory power within the Transport (Scotland Act 2019) to prioritize municipal operation.".

This was agreed unanimously.

DECIDED: That the review outcomes and recommendations be noted.

Minute of Meeting

Infrastructure, Land and Environment Policy Board

| Date | Time | Venue |
|--------------------------|-------|--------------------------|
| Wednesday, 23 March 2022 | 13:00 | Microsoft Teams Meeting, |

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

In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy and Development Services, G Crawford, Senior Communications Officer, S McMillan, Policy & Regeneration Manager, and A Johnstone, Principal Estates Surveyor (all Chief Executive's); O Reid, Head of Communities & Public Protection, F Carlin, Head of Housing Services, C Dalrymple, Communities & Regulatory Manager (all Communities & Housing Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, S Heron, Facilities Manager (Soft Services), L Rennie, Operations Manager, D Kerr, Service Co-ordination Manager, and G Ternent, Technical Officer (all Environment & Infrastructure); and L Dickie, Finance Manager, D Farrell, Finance Business Partner, D Pole, End User Technician, E Gray and C MacDonald, both Senior Committee Services Officers, and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

Chair

Councillor McEwan, Convener, presided.

Webcasting of Meeting

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

Declarations of Interest

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

1 Revenue and Capital Budget Monitoring as at 7 January 2022

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities & Housing Services as at 7 January 2022.

The report stated that the projected revenue outturn as at 31 March 2022 for all services reporting to this Policy Board was an overspend position of £3.505 million against the revised budget for the year, with £3.541 million of expenditure directly attributable to the Covid-19 pandemic response. The projected capital outturn as at 31 March 2022 for projects reporting to the Board was a break-even position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2021/22 the projected out-turn position was split into core and Covid-19 related variances.

The report highlighted revenue budget adjustments totalling £18,000 since the last report which related to grant income received and the centralisation of the budgets for PVG payments. In addition it was noted that there had been capital budget adjustments of £0.276 million since the last report which had mainly arisen to reflect updated cash flows for the Roads Footways project and Parks Improvement Programme.

DECIDED:

(a) That the projected Revenue outturn position, as detailed in table 1 of the report, acknowledging that the forecast position was based on best estimates at this point in time, be noted;

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

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

2 Operational Performance Report

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

The report also provided updates since the meeting of this Policy Board held on 28 January 2022 in respect of key areas delivered by services within Environment & Infrastructure, which were within the remit of this Policy Board, including fleets, roads and transportation, parks investment, StreetScene, climate change, Team Up to Clean Up, and waste recycling services.

The report proposed that, in line with the Scottish Government's guidance on living with Covid-19, the three hours of free parking offered in the eight car parks that had previously been part of the 'free for three' pilot be extend until 31 August 2022 in order to assist businesses, retail and communities.

DECIDED:

(a) That the operational performance update detailed within the report be approved; and

(b) That the extension until the end of August 2022 of the three hours of free parking offered in the eight car parks that had previously been part of the 'free for three' pilot as set out in section 4.11 of the report be approved.

3 Contaminated Land Strategy 2022

There was submitted a report by the Director of Communities & Housing Services relative to the Council's Contaminated Land Strategy as set out at Appendix 1 to the report.

The report provided a background to the Contaminated Land Strategy, which Councils were required to produce in order to comply with their statutory duty under Part IIA of the Environmental Protection Act 1990, and advised that Renfrewshire's first strategy had been introduced in 2001 and revised in 2010. It was noted that the 2022 revision was not a replacement of the strategy but, rather an update that aimed to complement and strengthen it, whilst also continuing to tie into the broader aims of Renfrewshire Council.

DECIDED: That the revised Contaminated Land Strategy, as set out at Appendix 1 to the report, be approved.

4 Litter and Fly Tipping Consultation

There was submitted a joint report by the Directors of Environment & Infrastructure and Communities & Housing Services relative to the Scottish Government's national consultation on litter and fly-tipping.

The report provided a background to the Scottish Government's National Litter Strategy which was first published in 2014. A review of the strategy was undertaken in 2019 which highlighted the progress made to date, recognised the significant challenges still posed and identified opportunities for future action.

As a result of the review, the consultation to seek views on the strategy was launched on 13 December 2021 with the final date for submission 31 March 2022. A draft response prepared on behalf the Council was set out at Appendix 1 to the report.

The report also noted that the first stage of the Fly-Tipping (Scotland) Bill and associated consultation at the Scottish Parliament had been lodged by Murdo Fraser MSP in February 2022 and that there was significant cross-over between this and the Scottish Government's consultation.

DECIDED:

- (a) That the national consultation on litter and fly-tipping be noted;
- (b) That the challenges currently facing Renfrewshire Council around littering and fly-tipping be noted;
- (c) That the Council's consultation response as detailed in Appendix 1 to the report be approved;
- (d) That it be noted that £450k was allocated in the budget agreed at the Council meeting on 3 March 2022 to pilot an enforcement service to tackle fly tipping across Renfrewshire, which directly addressed some of the issues highlighted within the report; and
- (e) That the Fly-tipping (Scotland) Bill and the associated consultation by Murdo Fraser MSP on 28 February 2022 which closely aligned with the Scottish Government's consultation be noted.

5 Renfrewshire Allotments Annual Report 2021

There was submitted a report by the Head of Economy and Development relative to the Renfrewshire Allotments Annual Report 2021 as set out at Appendix 1 to the report.

The report set out the Council's statutory duty to provide allotments under the provisions of the Community Empowerment (Scotland) Act 2015 (Part 9) along with a number of associated duties, including the requirement for the publication of an annual allotments report. It was noted that there were a total of 351 individual growing plots and a waiting list of 120 people as of October 2021. The number of people on a waiting list had risen by 13 since the end of 2020 but the ratio between waiting list and plot numbers remained below the statutory 50 percent. It was also noted that plans were in place to engage with communities in preparation of the new Local Development Plan in 2022 to assess possible sites to meet demand.

DECIDED:

- (a) That the Renfrewshire Annual Allotments Report 2021 be approved; and
- (b) That it be noted that the Renfrewshire Annual Allotments Report 2021 would be published on the Renfrewshire Council website in accordance with statutory requirements.

6 **Lease of 7,9,11 and 13 Dunlop Crescent, Renfrew**

There was submitted a report by the Chief Executive relative to the Lease of 7, 9, 11 and 13 Dunlop Crescent, Renfrew.

The report referenced a decision by the Leadership Board at its meeting held on 5 December 2018 to approve the Invest in Renfrewshire initiative, targeting businesses looking to make their first step into commercial premises. Following a successful launch of the initiative with units in George Street, Paisley it was proposed to follow the same model in Dunlop Crescent, Renfrew. Details were provided around the refurbishment and upgrade works which had been undertaken on four units in Dunlop Crescent along with the proposed terms and conditions for the rental of the units.

DECIDED: That the Head of Economy & Development and the Head of Corporate Governance be granted authority to conclude a lease of 7, 9, 11 and 13 Dunlop Crescent, Renfrew on the terms and conditions detailed in the report.

Minute of Meeting

Head of Finance & Business Services

| Date | Time | Venue |
|--------------------------|-------|----------------|
| Wednesday, 23 March 2022 | 15:00 | Teams Meeting, |

Present: Councillor Neill Graham, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw

Chair

Councillor Nicolson, Convener, presided

In Attendance

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

Declarations of Interest

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

EXCLUSION OF PRESS AND PUBLIC

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

1 **Head of Finance & Business Services - Shortleet**

There were submitted copies of the forms of application for the candidates for the post of Head of Finance & Business Services. The Board considered the applications in detail and agreed the short leet of five candidates who would be invited to attend the assessment centre on 29 March 2022 and interviews to be held on 21 April 2022.

DECIDED: That the short leet of candidates as agreed be invited to attend the assessment centre on 29 March 2022 and interviews to be held at the meeting of this Board on 21 April 2022.

Minute of Meeting Petitions Board

| Date | Time | Venue |
|-----------------------|-------|------------------------|
| Monday, 28 March 2022 | 14:00 | Remotely via MS Teams, |

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

Chair

Councillor Adam-McGregor, Convener, presided.

In Attendance

C Dalrymple, Communities & Regulatory Manager and D Murray, Area Housing Manager (both Communities & Housing Services); M Higginbotham, Transportation & Development Manager (Environment & Infrastructure); and P Shiach, Senior Committee Services Officer, K O'Neill, Assistant Democratic Services Officer and D Pole, End User Technician (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

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

1 **Petition - Cycle Lane, Johnstone**

There was submitted a report by the Director of Finance & Resources relative to a petition which had been received which related to the temporary cycle lane on Beith Road, Johnstone.

The report intimated that the Head of Corporate Governance considered that the petition was not valid in terms of paragraph 3 (b)(x) of the Council's procedures for dealing with petitions, namely "petitions about any decisions which we have made as a Council, or decisions a board, committee, joint committee or officer in the last six months".

The report intimated that the Council at its meeting on 3 March 2022 had approved the following Motions in relation to the cycle lane:

"Council notes that during the lengthy trial of a temporary lane on Beith Road, Johnstone, material changes have arisen since this council last considered this issue, specifically:

Ongoing difficulties in maintaining the lane free of debris and/or water, forcing cyclists out onto the flow of traffic; road safety concerns regarding road users and pedestrians at the junction of Beith Road and Linn Brae; traffic going the wrong way on Beith Road due to uncertainty over road markings; and the impact on business along the route due to changes in the parking layout.

Council also notes that public disquiet has remained regarding the installing and operation of this section of the cycle route. A requirement of the temporary cycleway was to gain and maintain public support during the trial period. This particular installation is not demonstrating that it is achieving that aim.

Council therefore agrees to the decommissioning of the Beith Road section of the cycle lane with immediate effect and to examine alternative plans which would provide safe, off-road cycling provision for this area." and

"Beith Road Cycle Path

Council is dismayed at the effect of the cycle path on the Beith Road and instructs that all changes revert back to the initial set-up"

The report advised that notwithstanding the Head of Corporate Governance's view, it was for the Board to determine the validity of the petition and whether they wished to hear it.

DECIDED: That the petition was not valid in terms of the Council's procedure for dealing with petitions and that it not be heard.

2 **Petition: Alleged Anti-social Behaviour - Foxbar Crescent, Paisley**

There was submitted a report by the Director of Finance & Resources relative to a petition received from Mrs. C Wilson in the following terms. The Petitioner was not in attendance:

"Things are so so for now but think that's down to the weather not been so good as that seems to escalate it. I have been to most of neighbours doors to find out their thoughts regarding some of the tenants in the maisonettes. Most of them are not happy with the antisocial behaviour that's been ongoing for few years now and have said they have reported it many times but nothing ever was done. I asked if they would like to add their names to a petition to have council do something about the types of tenants that are being allocated these flats. Especially the bottom flats. So, i have collected 30 names and addresses of neighbours that wish something to be done about this. I will forward this list to you. The boxes that cover electric meters are all knocked off and noticed that the grass has not been cut. Not sure if it's because of litter on the grass".

The report advised that sections of the Petition had been redacted as they had identified an individual.

The Area Housing Manager advised that Renfrewshire Common Allocation policy was based on a group plus priority approach and had a clear focus on meeting housing need. The policy had been developed to be compliant with housing and other relevant legislation, and also took into account good practice guidance from the Scottish Government and the Scottish Housing Regulator. This included the standards set out in the Scottish Social Housing Charter.

The report indicated that by allocating, the Council meant the process of selecting people from its housing list, offering a house and, if accepted, signing a tenancy agreement with the tenant. The Council's housing list was divided into five groups – Homelessness, Mobility Group, General Applicants Group, Transfer Applicant Group (with housing need) and Transfer Applicant Group (no housing need). The Council would allocate housing according to targets for the proportion of lets to each group. Allocation targets were set to ensure that those in housing need receive an equitable share of allocations.

The report indicated that the Investigator, Communities & Housing Services had advised the anti-social aspects of the complaint were being investigated and that one resident had been interviewed. This investigation had been passed to the Community Safety Hub for investigation.

The report indicated that the Investigator had advised that in April 2021 due to Covid-19 restrictions, home visits were not being carried out, however a leaflet drop and calling cards were posted through properties in Foxbar Crescent to encourage residents to make contact, should they wish to, and report any potential anti-social incidents for investigation. An introductory letter was sent to one resident explaining the reason why they were under investigation and informed that their behaviour would be monitored until the conclusion of any court proceedings. Since the commencement of the Investigation, Police Scotland had been at Foxbar Crescent on numerous occasions. The petitioner first made contact on 27 April 2021 however, this was a complaint about a garden party by the occupants at another address in Foxbar Crescent, Paisley.

The report intimated that the Investigator had indicated that complaints tended to be generally about the residents of the flats in Foxbar Crescent and not any specific flat.

Throughout the investigation there had been general complaints from witnesses regarding the occupants and the aesthetics of the flats in general. A further leaflet drop and calling cards were delivered to houses in the area in August 2021, this again resulted in generalised complaints but none specifically about any named individual.

The Investigator had advised that on 10 December 2021 a warning was issued to an individual due to anti-social behaviour.

Councillor Adam McGregor, seconded by Councillor Campbell moved that no action be taken in relation to the Petition and that the Petitioner be advised accordingly. This was agreed unanimously

DECIDED: That no further action be taken in relation to the Petition.

Minute of Meeting Local Review Body.

| Date | Time | Venue |
|------------------------|-------|---------------------------|
| Tuesday, 29 March 2022 | 14:00 | Microsoft TEAMS platform, |

Present: Councillor Bill Binks, Councillor Andy Doig, Councillor Marie McGurk, Councillor John McNaughtan, Councillor Iain Nicolson

Chair

Councillor McGurk, Convener, presided.

In Attendance

K Dalrymple, Development Plans & Housing Strategy Team Leader (Independent Planning Adviser to the Local Review Body) (Chief Executive's); R Graham, Senior Solicitor (Litigation and Regulatory Services) (Independent Legal Adviser to the Local Review Body); and R Devine, Senior Committee Services Officer (Clerk to the Local Review Body); C MacDonald, Senior Committee Services Officer, D Cunningham, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

Declarations of Interest

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

Procedure Note

The Convener indicated that the procedure to be followed at the meeting of the Local Review Body (LRB), was as detailed in item 1 of the agenda, a copy of which had been circulated to members prior to the meeting.

1 **LRB01.22**

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the conversion of workshop to form a new dwelling house with direct access at Bankview, Station Road, Howwood, Johnstone PA9 1AY (21/1456/PP)

Preliminary Matters

The Independent Legal Adviser informed members of the LRB that there were two preliminary matters to be dealt with prior to considering the specifics of the Notice of Review LRB01.22 in that (a) the Applicant had submitted letters of support for the proposal and (b) the proposal had been amended, in relation to vehicular access, following consideration by the Planning Officer who had made the original decision.

It was highlighted that the letters of support had not been before the Planning Officer when the decision, which was under review by the LRB, was made and in a review, no party was entitled to raise new matters unless they could demonstrate either (a) that the matter could not have been raised before that time, or (b) that the matter not being raised before that time was a consequence of exceptional circumstances. As a result, the letters of support had not been circulated to members of the LRB prior to the meeting.

The Applicant had asked for the letters of support to be considered by the LRB and had provided an explanation. Having heard the explanation, the LRB decided to allow the letters to be considered as part of the review.

It was noted that the amendment to the planning proposal was referenced in the Notice of Review documentation and had been included in the paperwork circulated to members prior to the meeting. No specific reason had been provided as to why it should be considered as a new matter however it was suggested that the amendment had been proposed as a consequence of the original planning decision. Members were advised that in the event that they did not accept that the proposed amendment to the application justified consideration as a new matter then the information was to be disregarded. The LRB decided not to allow the proposed amendment to the planning application to be considered as part of the review.

Adjournment

The meeting adjourned at 2.11pm and reconvened at 2.21pm.

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

- (i) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice;
- (ii) The Notice of Review, together with productions submitted by the applicant; and
- (iii) Letters of support submitted and agreed by the LRB to be considered as new material.

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 Planning Application 21/1456/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the development plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. The independent Planning Adviser outlined suggested conditions, to be attached should planning permission be granted, together with reasons for these conditions.

Councillor McNaughtan, seconded by Councillor Andy Doig, moved that the application be granted, subject to the conditions suggested as the proposed development would follow or respect the established pattern of development within the area and would not be detrimental to amenity, and that accordingly the proposal accords with the provision of Policy P1, and the Draft New Supplementary Guidance contained within the Adopted Renfrewshire Local Development Plan. There were no material considerations which outweighed the presumption in favour of development according with the Development Plan.

Councillor Nicolson, seconded by Councillor McGurk, moved as an amendment that the application be refused for the reasons detailed in the report of handling prepared by the Planning Case Officer and included within the papers circulated prior to the meeting.

On the roll being called, the following members voted for the amendment: Councillors McGurk and Nicolson.

The following members voted for the motion: Councillors Binks, Andy Doig, and McNaughtan.

3 members having voted for the motion and 2 members having voted for the amendment, the motion was declared carried.

DECIDED: That Planning Application 21/1456/PP be granted, subject to the following conditions and reasons:

(a) That prior to the commencement of development, full details of external finishes, boundary treatments, 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: These details have not been submitted.

(b) That prior to the occupation of the dwellinghouse hereby approved, parking as per National Roads Development Guide, shall be formed and thereafter maintained to the satisfaction of Renfrewshire Council as Planning Authority.

Reason: To ensure that adequate parking is provided.

Informative: The applicant is advised that no part of the development should impact on the footpath that runs adjacent to the shared access.

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the relocation, conversion and extension of stone byre to form a dwellinghouse at site 20 metres west of Greenhill Farm, Barochan Road, Houston, Johnstone (21/1405/PP).

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

- (i) Planning Authority's Submissions which included the report of handling, accompanying documents and decision notice; and
- (ii) The Notice of Review, together with productions submitted by the applicant.

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 Planning Application 21/1405/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

The Convener then advised that the LRB must determine the application in accordance with the provisions of the development plan, including any supplementary guidance, unless material considerations indicated otherwise.

There then followed a general discussion in relation to the Notice of Review. The independent Planning Adviser was heard in response to various issues raised by members. The Convener proposed that the application be refused for the reasons detailed in the report of handling prepared by the Planning Case Officer and included within the papers circulated prior to the meeting. This was agreed unanimously.

DECIDED:

(a) That Planning Application 21/1405/PP be refused as the proposed development would be contrary to Policy ENV1 of the adopted Renfrewshire Local Development Plan 2021 in that it would result in development within the designated Green Belt without appropriate justification and due to its location would not be commensurate with the aims of enhancing the character and landscape setting of an area; and

(b) That the proposal was contrary to the Adopted Renfrewshire Local Development Plan 2021 and Draft New Development Supplementary Guidance - Delivering the Environment Strategy as it did not require a specific Green Belt location and did not maintain or support an established activity which was suitable in the Green Belt. The proposal would thereby introduce an inappropriate form of development into the Green Belt, result in an unacceptable erosion of the Green Belt and result in an adverse and detrimental impact on its character.

Minute of Meeting

Finance, Resources and Customer Services Policy Board

| Date | Time | Venue |
|--------------------------|-------|--------------------------|
| Wednesday, 30 March 2022 | 14:00 | Teams - virtual meeting, |

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

Chair

Councillor Shaw, Convener, presided.

In attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, B Walker, Director- City Deal & Infrastructure; B Lambert, Corporate Procurement Manager, G Beattie, Strategic Commercial Category Manager, A Donaldson, Strategic Commercial Category Manager, D Christie, Senior Communications Officer, S Gibb, Procurement Operations Manager, L Gillan, Strategic Commercial Category Manager, R Park, Category Manager, (all Chief Executive's); F Carlin, Head of Housing Services (Communities & Housing Services); D Gillies, Head of Facilities Management and G Hutton, Head of Operations & Infrastructure (both Environment & Infrastructure); M Conaghan, Head of Corporate Governance; P Murray, Head of Digital, Transformation & Customer Services; M Boyd, Head of People & OD; J Lynch, Head of Property Services; C McCourt, Acting Head of Finance & Business Services; E Shields, Business Services Manager; S Fanning, Principal HR & OD Adviser; D Pole, End User Technician; and P Shiach, R Devine and C MacDonald, Senior Committee Services Officers (all Finance & Resources).

Webcasting of Meeting

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

Declarations of Interest

Councillor Shaw declared an interest in item 5 of the agenda, Facilities Management Operational Performance, as a member of his family attended Kirklandneuk Primary School and he attended Parent Council meetings. He indicated that as he had declared an interest he would leave the online meeting during any discussion and voting on the item.

1 Joint Consultative Board (Non-teaching)

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 2 February 2022, a copy of which is attached as an appendix.

DECIDED: That the Minute be noted.

2 Revenue and Capital Budget Monitoring Report

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to revenue and capital budget expenditure and adjustments for the period to 7 January 2022.

DECIDED:

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

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

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

3 Revenue and Capital Budget Monitoring Overview Report

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to an overview of Council revenue and capital expenditure for the period to 7 January 2022.

DECIDED:

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

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

4 **Customer and Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the performance of key Customer & Business Service functions, including revenue collection and benefit administration for the period ending 28 February 2022.

The report provided an update on the funding and expenditure position for Discretionary Housing Payments, the Scottish Welfare Fund, the final update on Low Income Pandemic Payment as well as an update on the performance of customer services for December and the year to date. Appendices to the report provided information on revenue collection and key performance indicators.

DECIDED: That the report be noted.

Declaration of Interest

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

Chair

Councillor McNaughton, Depute Convener, took the Chair.

5 **Facilities Management Operational Performance Report**

There was submitted an update report by the Director of Environment & Infrastructure relative to the operational performance of Facilities Management (Hard and Soft Services) as delivered by Environment & Infrastructure since the last meeting of this Policy Board on 2 February 2022.

It was noted that the Council had received a developer contribution of £0.206 million towards increasing capacity at Kirklandneuk Primary School. This would allow the release of an equivalent sum set aside by the Council for the installation of an artificial playing surface at the school. The report proposed that the Capital Plan be adjusted accordingly.

DECIDED: That the report, including the adjustment to the capital plan, be approved.

Sederunt

Councillor Shaw rejoined the meeting and retook the Chair.

6 **Scottish Government Spending Review Consultation Response**

There was submitted a report by the Director of Finance & Resources relative to the Council's response to a consultation by the Scottish Government entitled the Resource Spending Review Framework: Investing in Scotland's Future, which had

been launched in December 2021.

The consultation, which closed on 27 March 2022, sought views on the Scottish Government's first multi-year Resource Spending Review since 2011 and closed on 27 March 2022. The consultation was attached to the report at Appendix 1 and Appendix 2 detailed the Council's response, subject to approval by this Board.

DECIDED: That the consultation response detailed in Appendix 2, be approved.

7 **Civic Hospitality**

There was submitted a report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from individuals and organisations for specific events as detailed within the report.

DECIDED: That the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for civic hospitality at the approximate cost indicated, as follows:

Renfrew Record Club: 50th Anniversary celebrations - £900;
Renfrew Rotary Club: 70th Anniversary celebrations - £2,500;
Paisley Pirates: 75th Anniversary celebrations - £2,900;
Enable Renfrew: 60th Anniversary celebrations - £2,900;
Gladsaxe, Denmark: Twin Town educational and cultural visit - £2,200
St George's Church, Paisley: 60th Anniversary celebrations - £900
Paisley Canal Disaster 1810: Plaque unveiling - £150

8 **Notification of Correction to Report - Framework Contract for Roads Related Maintenance Works**

Under reference to item 13 of the Minute of the meeting of this Policy Board held on 2 February 2022, there was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to a notification of a correction to the Framework Contract for Roads Related Maintenance Works report.

The report explained that, following the decision to award contracts under this framework, two evaluation errors had been identified that had led to the exclusion of Hillhouse Quarry Group Limited t/a MacAsphalt from Lot 6 and WI&A Gilbert Limited from Lot 7. Consequently, as only one supplier remained on Lot 7, this failed to allow for the level of competition required and no contracts had been awarded under Lot 7.

In terms of Standing Order 28, the Convener was satisfied that due to a material change in circumstances that was not apparent at the time the decision was made, it was reasonable for the original decision to be altered or superseded.

DECIDED:

(a) That it be noted that, two tender submissions should have been rejected and not recommended for award at the meeting of this Policy Board on 2 February 2022. These submissions related to the award of contracts for Lot 6 – Pre-patching in Advance of Surface Dressing, and Lot 7 – Works to Roads Related Structures;

(b) That it be noted that, the Strategic Commercial & Procurement Manager had agreed to modify the recommendations approved by the Policy Board to ensure compliance with the invitation to tender and that Hillhouse Quarry Group Limited t/a MacAsphalt had now been excluded from Lot 6 and WI&A Gilbert from Lot 7;

(c) That it be noted that, as only one supplier remained on Lot 7 and in accordance with the invitation to tender, a decision had been taken not to award Lot 7 as the Strategic Commercial and Procurement Manager had accepted that this would fail to allow for the competition required under said Lot 7; and

(d) That it be noted that, framework contracts had now been awarded to all other parties listed in Appendix 2 to the Framework Contract for Roads Related Maintenance Works (RC-CPU-20-172) previously submitted to this Board on 2 February 2022.

9 Occupational Health and Wellbeing

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for Occupational Health and Wellbeing (RC-CPU-20-312) to People Asset Management Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract (a Call-Off Contract) for Occupational Health and Wellbeing, following a further competition procedure under Lot 1: Occupational Health and Employee Assistance Programmes of the Crown Commercial Services Framework Agreement for Occupational Health, Employee Assistance Programmes and Eye Care Services (RM6182) to People Asset Management Limited in accordance with the Framework Call-Off Award Procedure;

(b) That it be noted that the contract would be for an initial period of three years, with the Council option to extend on two separate occasions up to a period of 12 months;

(c) That it be noted that it was envisaged that the contract would commence on 1 May 2022, however the actual start date would be confirmed in the order form; and

(d) That it be noted that the contract value for the initial three years would not exceed £1,164,000 excluding VAT. Where the options to extend were utilised, the additional value would not exceed £388,000 excluding VAT for each 12-month period, therefore if the full extensions were taken up, the total value for five years would be up to £1,940,000 excluding VAT depending on the level of service instructed.

10 Paisley Art Centre: Phase 2 - Main Works

There was submitted a report by the Chief Executive to the award of a contract for the Paisley Art Centre: Phase 2 – Main works (RC-CPU-19-292) to Clark Contracts Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award the contract for the Paisley Art Centre: Phase 2 – Main Works (RC-CPU-19-292) to Clark Contracts Limited;
- (b) That the award of this contract for the sum of £2,698,040.70 excluding VAT and 2.29% contingency be approved;
- (c) That it be noted that the anticipated date of possession of the site was 16 May 2022 and anticipated date for completion of the works was 18 March 2023. The actual dates would be confirmed in the Council's letter of acceptance; and
- (d) That it be noted that the award of the contract required the provision of a Performance Bond, Collateral Warranties and adequate Public Liability Insurance as indicated within the tender documentation.

11 Paisley Grammar School Community Campus - Multi-disciplinary Design Team

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a service contract for Paisley Grammar School Community Campus – Multi-disciplinary Design Team (RC- CPU-21-153) to Ryder Architecture Limited.

The Board was advised that there were minor errors within the table under section 3.13 of the report in relation to the percentage figures in the price scores for Holmes Miller Limited that should have read 15.97%; and NORR Consultants Limited should have read 18.58%.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the Paisley Grammar School Community Campus – Multi-disciplinary Design Team (RC-CPU-21-153) to Ryder Architecture Limited;
- (b) That the fee of £2,827,228.00 excluding VAT for the contract including the authorisation of a 25% contingency to be added to cover for unforeseen circumstances be approved;
- (c) That it be noted that the contract period was for five years, commencing on 25 April 2022 until 24 June 2027. The actual start date would be confirmed in the Council's letter of acceptance;
- (d) That it be noted that the contract required the provision of Collateral Warranties and Sub-consultant Collateral Warranties as indicated within the tender documentation; and
- (e) That the variation in the price score percentage figures for Holmes Miller Limited,(15.97%) and NORR Consultants Limited, (18.58%) be noted.

12 **Paisley Grammar School Community Campus - Quantity Surveyor**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a service contract for the Paisley Grammar School Community Campus – Quantity Surveyor (RC-CPU- 21-276) to Faithful+Gould Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the Paisley Grammar School Community Campus – Quantity Surveyor (RC-CPU-21-276) to Faithful+Gould Limited;
- (b) That the fee schedule sum of £201,090.00 excluding VAT for this contract including the authorisation of a 25% contingency to be added to cover for unforeseen circumstances be approved;
- (c) That it be noted that the contract was anticipated to commence on 2 May 2022. The actual start date would be confirmed in the Council's letter of acceptance;
- (d) That it be noted that the contract would run throughout the design and construction phase of the project and come to an end one year after practical completion of the building contract which was anticipated to be 17 December 2026; and
- (e) That it be noted that the contract required the provision of Collateral Warranties as indicated within the tender documentation.

13 **Paisley Museum Reimagined Exhibition Fit Out**

There was submitted a report by the Chief Executive relative to the award of a contract for the Paisley Museum Re-imagined: Exhibition Fit Out (RC-CPU-21-281) to The Hub Consulting Limited t/a The Hub.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the Paisley Museum Re-imagined: Exhibition Fit Out (RC-CPU-21-281) to The Hub Consulting Limited t/a The Hub.
- (b) That the award of this contract for the sum of £6,865,951.52 excluding VAT and an additional 10% contingency be approved;
- (c) That it be noted the contract had sectional completion requirements and the proposed date of possession and proposed dates for completion of those sections were noted below. Any changes to these dates would be confirmed in the Council's letter of acceptance;

| Section | Dates of possession of sections | Dates for completion of sections |
|-----------|---|----------------------------------|
| Section 0 | N/A, however section 0 will commence at the issue date of the Letter of Acceptance. | 17 March 2023 |
| Section 1 | 30 August 2023 | 22 September 2023 |
| Section 2 | 30 August 2023 | 22 September 2023 |
| Section 3 | 25 September 2023 | 10 November 2023 |
| Section 4 | 13 November 2023 | 13 December 2023 |

(d) That it be noted that the award of this contract required the provision of a Performance Bond and Collateral Warranties as indicated within the tender documentation; and

(e) That the Head of Corporate Governance be authorised to enter into a Vesting Agreement with the appointed Contractor in the form provided and as indicated in the procurement documents for payment of materials stored off site.

14 **Provision of Adaptations and Small Repairs**

There was submitted a joint report by the Chief Executive and the Interim Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the provision of an Adaptations and Small Repair Service (RC-CPU-21-373) to Bridgewater Housing Association Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the Provision of Adaptions and Small Repair Service to Bridgewater Housing Association Limited;

(b) That the award the contract for eleven months from 1 May 2022 to 31March 2023 be approved; and

(c) That the award of the contract at a maximum value of £349,756.52 excluding VAT for the entire contract period, with the spend pertaining to Renfrewshire Council being no more than £201,229.88 excluding VAT be approved.

15 **Provision of Adult's Residential Services – Cherrywood Care Home**

There was submitted a joint report by the Chief Executive and the Interim Chief Officer, Renfrewshire Health & Social Care Partnership relative to the award of a contract for the Provision of Adults' Residential Services at Cherrywood Care Home (RC-CPU-21-078) to The Mungo Foundation.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award the contract for the Provision of Adults' Residential Services at Cherrywood Care Home to The Mungo Foundation;
- (b) That the award of contract for one year commencing 1 May 2022 to 30 April 2023, with the exact start date to be confirmed in the Council's letter of acceptance, be approved; and
- (c) That the award of the contract up to a maximum value of £1,234,841.40 excluding VAT for the one year period, the maximum value applied should the Health and Social Care Partnership chose to take up the maximum of nine placements available at the service, be approved.

16 Provision of an Operational Management System

There was submitted a joint report by the Chief Executive and Director of Environment & Infrastructure relative to the award of a service contract for the provision of an Operational Management System (RC-CPU-21-245) to Webaspx Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the provision of an Operational Management System to Webaspx Limited;
- (b) That it be noted that the initial service term would be three years with the Council having the option to extend the service term for up to a further two years, subject to contract performance. The anticipated starting date was 20 April 2022 and the actual starting date would be confirmed in the Council's letter of acceptance;
- (c) That the total contract value of up to £366,139 excluding VAT be approved; and
- (d) That it be noted that the award of the contract was subject to the completion of the Crown Commercial Services Data & Application Solutions Order Form as indicated within the tender documentation.

17 Provision of Specialised Services in Supported Accommodation and Related Specialist Support Services for Women and their Children Affected by Domestic Abuse

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a contract for the Provision of Specialised Services in Supported Accommodation and Related Specialist Support Services for Women and their Children Affected by Domestic Abuse to Renfrewshire Women's Aid (SCIO).

DECIDED:

(a) That the Head of Corporate Governance be authorised to award the contract for the Provision of Specialised Services in Supported Accommodation and Related Specialist Support Services for Women and their Children Affected by Domestic Abuse to Renfrewshire Women's Aid (SCIO);

(b) That the award of the contract for three years with the option to extend for up to 24 months, anticipated to commence on 1 May 2022 to 30 April 2025 and ending on 30 April 2027 should the extension options be taken; the exact dates to be confirmed in the Council's letter of acceptance, be approved; and

(c) That the award of the contract up to a maximum value of £1,240,695 excluding VAT for the entire period of the contract (equal to £248,139 per annum) be approved.

18 Public Realm Works – High Street and Weighhouse Close

There was submitted a report by the Chief Executive relative to the award of a works contract for Public Realm Works – High Street and Weighhouse Close (RC-CPU-21-234) to Landscapes and Contracts Limited.

DECIDED:

(a) That the Head of Corporate Governance be authorised to award a contract for the Public Realm Works – High Street and Weighhouse Close (RC-CPU-21-234) to Landscapes and Contracts Limited;

(b) That the total price of up to £375,821.33 excluding VAT with an additional 6.4% contingency for any unforeseen works should all six basements be included, be approved;

(c) That it be noted that the start date would be confirmed in the letter of acceptance but was anticipated to be 18 April 2022 and the completion date would be 24 weeks from commencement; and

(d) That it be noted that the contract award was subject to agreement with each of the six basement owners to allow the Contractor access to undertake the structural alterations. As indicated in the Procurement Documents, the Council reserved the right to remove one, some or all basements from the scope of works prior to contract award.

19 PAS2035 Retrofit Design, Specification and Co-ordination (Housing Investment and Regeneration Programmes)

There was submitted a joint report by the Chief Executive and the Director of Communities & Housing Services relative to the award of a service contract for PAS2035 Retrofit Design, Specification and Co-Ordination (Housing Investment and Regeneration Programmes) (RC-CPU-21-333) to ECD Architects Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for PAS2035 Retrofit Design, Specification and Co-Ordination (Housing Investment and Regeneration Programmes) to ECD Architects Limited;
- (b) That the total contract value of up to £3,308,990.00 excluding VAT be approved;
- (c) That it be noted that the anticipated start date was 26 May 2022 and the anticipated completion date was 25 May 2026. The Council had the sole option to extend the completion date by up to 12 months, subject to contract performance. The actual start date and completion date would be confirmed in the Council's letter of acceptance; and
- (d) That it be noted that ECD Architects Limited were required to enter into a Data Processor Agreement and Sub Contractor Collateral Warranties as a requirement of the contract.

20 Supply and Delivery of 600 Laptops

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for the Supply and Delivery of 600 Laptops (RC-CPU-21-415) to HP Inc. UK Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the Supply of 600 Laptops following the direct award procedure under the Scottish Procurement single supplier Framework for Mobile Client Devices (SP-19-020) to HP Inc. UK Limited;
- (b) That it be noted that the contract value was for a fixed price of £280,200 excluding VAT for 600 laptops; and
- (c) That it be noted that the contract would be in place from point of order in mid-April 2022 until full delivery of the laptops was received by end of October 2022.

21 Supply and Delivery of 3 x 26 Tonne Refuse Collection Vehicles

There was submitted a joint report by the Chief Executive and Director of Finance & Resources for the award of contract for the Supply and Delivery of three 26-tonne Refuse Collection Vehicles RC-CPU- 21-421 to Faun Zoeller (UK) Limited as part of the Council's Vehicle Replacement Programme for 2021/2022.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the Supply and Delivery of three 26-tonne Refuse Collection Vehicles to Faun Zoeller (UK) Limited, made following a mini-competition under Lot 10 of the Scotland Excel Framework Agreement for the Supply & Delivery of Heavy and Municipal Vehicles (ref: 03/21);

- (b) That the total contract value of £573,302.19 excluding VAT be approved; and
- (c) That it be noted that Faun Zoeller (UK) Limited had committed to a delivery date of 10 December 2022. Delivery of the three vehicles would be made to Fleet Services, Underwood Road, Paisley.

22 **West Primary School Electrical Upgrade**

There was submitted a joint report by the Chief Executive and Director of Finance & Resources relative to the award of a works contract for West Primary School – Electrical Upgrade (RC-CPU-20-261) to Atalian Servest AMK Limited.

DECIDED:

- (a) That the Head of Corporate Governance be authorised to award a contract for the West Primary School – Electrical Upgrade (RC-CPU-20-261) to Atalian Servest AMK Limited;
- (b) That the contract sum of £917,908.83 excluding VAT and an additional 2.5% contingency for any unforeseen works, be approved;
- (c) That it be noted that the contract had sectional completion requirements and the proposed date of possession and proposed dates for completion of those sections were noted below. Any changes to these dates would be confirmed in the Council's letter of acceptance; and

| | Dates of possession of sections | Dates for completion of sections |
|-----------|---------------------------------|----------------------------------|
| Section 1 | 29 June 2022 | 11 August 2022 |
| Section 2 | 12 August 2022 | 21 October 2022 |

- (d) That it be noted that the contract required the provision of a Performance Bond and Collateral Warranties as indicated within the tender documentation.

Minute of Meeting

Joint Consultative Board (Non-Teaching)

| Date | Time | Venue |
|-----------------------------|-------|---------------------|
| Wednesday, 02 February 2022 | 15:00 | Via Teams Platform, |

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

Representing Trade Unions

J Boylan, K Kernachan, M McIntyre and L Cameron (UNISON); K Muat, A Canning and G McLean (GMB) and G Cochrane (UNITE).

In Attendance

T Stewart, Head of Schools (Children's Services); D Gillies, Head of Facilities Management; G Hannah, Infrastructure, Transportation & Change Manager and D Kerr, Service Co-ordination Manager, (all Environment & Infrastructure); M Boyd, Head of HR & OD; R Laouadi, HR Manager; S Fanning, Principal HR & OD Adviser; R Cree, OD & Workforce Planning Manager; G Richards, Health & Safety Officer; D Pole, End User Technician; R Devine, Senior Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

Recording of Meeting

Prior to the commencement of the meeting members were reminded that this meeting would be recorded and that the recording would be available to watch on the Council's website.

Appointment of Chairperson

It was proposed and agreed Councillor Steel chair the meeting.

DECIDED: That Councillor Steel chair the meeting.

Apologies

C Lavery (HSCP), M Ferguson and S Hicks (both UNISON).

Declarations of Interest

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

1 Developments in Health, Safety and Wellbeing

There was submitted a report by the Acting Director of Finance & Resources relative to activity undertaken in relation to health, safety and wellbeing issues since the previous meeting of the JCB Non-Teaching on 10 November 2021.

The report focused on the actions and activities that continued to support the council's response and recovery plans. The Health and Safety team had been an integral part of the council's emergency management team, providing clear guidance as documents had been released from the UK and Scottish Governments, the NHS, and Health Protection Scotland. The team linked with colleagues in other local authorities to share knowledge and introduce any new learning to local guidance and procedures.

The team continued to issue and review policies and guidance, support the front line services in the delivery of emergency and prioritised work, develop new guidance, support the Vaccination Centres, support employees throughout the different phases of the pandemic, undertake high and low risk evaluations of contractors and suppliers health and safety documentation when applying for contracts, respond to requests for Freedom of Information and Insurance Claims, support services to ensure stocks of PPE were maintained, produce wellbeing guidance, and review all injury accidents occurring with the Council activity.

DECIDED: That the report be noted.

2 Absence Statistics

There was submitted a report by the Acting Director of Finance & Resources relative to the Council's absence statistics for period 2, ending 30 September and period 3, ending 31 December 2021.

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

The absence statistics were broken down by service and category of staff, reasons for absence and progress made by services in relation to their supporting attendance action plans.

DECIDED: That the report on absence statistics for the second and third quarters of 2020/21 be noted.

3 **Details of Grievances**

There was submitted a report by the Acting Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of six grievances as at January 2022, which was an increase of 4 cases since the last meeting.

DECIDED: That the report be noted.

4 **Agency Workers**

There was submitted a report by the Acting Director of Finance & Resources relative to the number of agency staff employed within the Council as at December 2021 and detailing the capacity and Services in which they were engaged. The report advised that as at December 2021, 92 agency workers were employed across all Services, and that this was an increase of 12 agency workers since November 2021.

The increase in agency workers was due to issues with absences in relation to the omicron variant of Covid-19. The issue of long-term agency workers was being addressed and responses would be shared with the unions shortly.

In response to enquiries, it was advised that a recruitment fair was being held at Park Mains High School and agency workers were advised of this event and could apply for permanent Council jobs, either on the day of the fair, or by speaking to their managers if they could not attend.

DECIDED: That the report be noted.

5 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the JCB Non-Teaching was scheduled to be held at 3pm on 30 March 2022.

Minute of Meeting Regulatory Functions Board

| Date | Time | Venue |
|-------------------------|-------|------------------------|
| Thursday, 31 March 2022 | 10:00 | Remotely by MS Teams , |

Present: Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Andy Steel, Councillor Jane Strang

Chair

Councillor McNaughtan, Convener, presided.

In Attendance

R Graham, Senior Solicitor (Litigation & Advice), E Clements, Senior Solicitor, E Currie and P Shiach, both Senior Committee Services Officers, D Cunningham, Assistant Committee Services Officer, A Easdon, Team Leader (Licensing) (for items 1 and 7 only), R McCallum, Administrative Assistant and G McIntosh, Civic Government Enforcement Officer (for items 1, 2, 3, 4 and 7 only) (all Finance & Resources).

Recording of Meeting

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

Apologies

Councillors Audrey Doig, McEwan and Rodden.

Declarations of Interest

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

Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 1(h) of the agenda before item 4 of the agenda.

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

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

(a) Applicant: Peter Bell

Variation: exception to policy and standard condition 1

Licence No.: PH1158

The Senior Solicitor (Litigation & Advice) intimated that Mr Bell had withdrawn his application.

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

(b) Applicant: David Myles

Variation: exception to policy and standard condition 1

Licence No.: PH0675

There was no appearance by or on behalf of Mr Myles, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle, registration number SG64 WHS, for a period of one year from 22 January 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle, registration number SG64 WHS, for a period of one year from 22 January 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(c) Applicant: David Myles

Variation: exception to policy and standard condition 1

Licence No.: PH1288

There was no appearance by or on behalf of Mr Myles, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle,

registration number LL64 SZF, for a period of six months from 12 February 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Myles' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Myles to operate his present vehicle, registration number LL64 SZF, for a period of six months from 12 February 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(d) Applicant: Lukasz Dudek

Variation: exception to policy and standard condition 1

Licence No.: PH0907

Mr Dudek, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Dudek's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Dudek to operate his present vehicle, registration number CX64 XNY, for a period of six months from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Dudek's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Dudek to operate his present vehicle, registration number CX64 XNY, for a period of six months from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(e) Applicant: Khalid Imran

Variation: exception to policy and standard condition 1

Licence No.: PH1241

Mr Imran, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Imran's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Imran to operate his present vehicle, registration number BL64 TXC, for a period of one year from 28 January 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Imran's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Imran to operate his present vehicle, registration number BL64 TXC, for a period of one year from 28 January 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

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

(f) Applicant: Steven Cossar

Variation: exception to policy and standard condition 1

Licence No.: PH1581

There was no appearance by or on behalf of Mr Cossar, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Cossar's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Cossar to operate his present vehicle, registration number HV64 LMK, for a period of one year from 20 November 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Cossar's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Cossar to operate his present vehicle, registration number HV64 LMK, for a period of one year from 20 November 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(g) Applicant: James Clements

Variation: exception to policy and standard condition 1

Licence No.: PH1067

There was no appearance by or on behalf of Mr Clements, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Clements' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Clements to operate his present vehicle, registration number BL64 VTA, for a period of one year from 12 February 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Clements' application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Clements to operate his present vehicle, registration number BL64 VTA, for a period of one year from 12 February 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(h) Applicant: Khorsheduz Zaman

Variation: exception to policy and standard condition 1

Licence No.: PH0581

Mr Zaman, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Zaman's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Zaman to operate his present vehicle, registration number SA15 MLK, for a period of one year from 27 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of the previous inspection. This was agreed unanimously.

DECIDED: That Mr Zaman's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Zaman to operate his present vehicle, registration number SA15 MLK, for a period of one year from 27 March 2022,

subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within three months of the previous inspection.

(i) Applicant: Angus Campbell

Variation: exception to policy and standard condition 1

Licence No.: PH1377

There was no appearance by or on behalf of Mr Campbell, the applicant. The Convener proposed that the application be considered in Mr Campbell's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that Mr Campbell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Campbell to operate his present vehicle, registration number PE15 CEF, for a period of six months from 2 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Campbell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Campbell to operate his present vehicle, registration number PE15 CEF, for a period of six months from 2 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

2 **Variation of Taxi Operators' Licences - Personal Appearances**

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

(a) Applicant: James Liddell

Variation: exception to policy and standard condition 22

Licence No.: TX134

There was no appearance by or on behalf of Mr Liddell, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Liddell's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Liddell to operate his present vehicle, registration number SN14 AEO, for a period of six months from 7 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 7 April 2022. This was agreed unanimously.

DECIDED: That Mr Liddell's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Liddell to operate his present vehicle, registration number SN14 AEO, for a period of six months from 7 April 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 7 April 2022.

(b) Applicant: Shahzad Malik

Variation: exception to policy and standard condition 22

Licence No.: TX079

There was no appearance by or on behalf of Mr Malik, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Malik's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Malik to operate his present vehicle, registration number SG14 RYF, for a period of six months from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Malik's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Malik to operate his present vehicle, registration number SG14 RYF, for a period of six months from 31 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

(c) Applicant: Ian Wright

Variation: exception to policy and standard condition 22

Licence No.: TX050

Mr Wright, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Wright's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Wright to operate his present vehicle, registration number YN13 CCY, for a further period of one year from 6 March 2022, and for the vehicle to continue to be subject to inspections carried out at three-monthly intervals. This was agreed unanimously.

DECIDED: That Mr Wright's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Wright to operate his present vehicle, registration number YN13 CCY, for a further period of one year from 6 March 2022, and for the vehicle to continue to be subject to inspections carried out at three-monthly intervals.

(d) Applicant: Charles Thomson

Variation: exception to policy and standard condition 22

Licence No.: TX065

There was no appearance by or on behalf of Mr Thomson, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Thomson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Thomson to operate his present vehicle, registration number SF14 AVV, for a period of one year from 6 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Thomson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Thomson to operate his present vehicle, registration number SF14 AVV, for a period of one year from 6 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

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

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

(a) Present Operator: Frances McDevitt
Proposed Operator: Michael Kelly
Licence No.: TX044

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

DECIDED: That the application be granted.

(b) Present Operator: Frances McDevitt
Proposed Operator: William Slaven
Licence No.: TX121

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

DECIDED: That the application be granted.

EXCLUSION OF PRESS AND PUBLIC

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

4 **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: Richard Kilbride
Variation: exception to policy and standard condition 1
Licence No.: PH1045

There was no appearance by or on behalf of Mr Kilbride, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number GJ15 DFG, for a period of one year from 20 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022. This was agreed unanimously.

DECIDED: That Mr Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number GJ15 DFG, for a period of one year from 20 March 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 31 March 2022.

5 **Application for Exemption from Drivers' Duties under Section 165 of the Equality Act 2010 - Personal Appearance**

There was submitted the undernoted application for exemption from drivers' duties under Section 165 of the Equality Act 2010. The applicant had been asked to appear personally for the first time:-

Christopher McMillan T2209

There was no appearance by or on behalf of Mr McMillan, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr McMillan's current Taxi Driver's Licence. This was agreed unanimously.

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

Adjournment

The meeting adjourned at 11.20 am and reconvened at 11.30 am.

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

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

(a) Mustafa Alhafri

Mr Alhafri, the applicant, joined the meeting by video call, together with Sergeant Robertson, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation received outwith the statutory timescale to the application.

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

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

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

(b) Lawrence Olaleye

Mr Olaleye, the applicant, and his Solicitor, Mr Berlow, joined the meeting by telephone call. Mr Berlow sought to have consideration of Mr Olaleye's application continued to allow the applicant more time to submit outstanding documentation. After consideration of all matters before the Board, the Convener proposed that the Board agree to Mr Berlow's request to continue consideration of the application to allow more time for outstanding documentation to be submitted and that, if required, the applicant be invited to a future meeting of the Board. This was agreed unanimously.

DECIDED: That consideration of the application be continued to allow Mr Olaleye to submit the outstanding documentation and that, if required, the applicant be invited to a future meeting of the Board.

(c) Ibraheem Rashid

There was no appearance by or on behalf of Mr Rashid, the applicant. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection to the application. The Convener proposed that the application be considered in Mr Rashid's absence and this was agreed unanimously.

Sergeant Robertson intimated that Police Scotland wished to submit a further letter of objection to Mr Rashid's application. The Convener proposed that this further letter of objection be not taken into account when Mr Rashid's 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.

Adjournment

The meeting adjourned at 12.20pm and reconvened at 1.30 pm.

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

7 Hearings into Possible Suspension or Revocation of Private Hire Car Operator's Licence and Private Hire Car Driver's Licence - Personal Appearance

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

John Hyndman PH1117 and P1029

There was no appearance by or on behalf of Mr Hyndman. Sergeant Robertson joined the meeting by video call, on behalf of the Chief Constable. The Convener proposed that the matters be considered in Mr Hyndman's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that no action be taken in relation to Mr Hyndman's Private Hire Car Operator's Licence and that Mr Hyndman's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

DECIDED:

(a) That no action be taken in relation to Mr Hyndman's Private Hire Car Operator's Licence; and

(b) That Mr Hyndman's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.