

## Minute of Meeting Council

Date	Time	Venue
Thursday, 29 September 2022	09:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Provost Cameron, Convener, presided.

### In Attendance

A Russell, Chief Executive; M Crearie, Director of Communities & Housing Services; G McNeil, Director of Environment & Infrastructure; A MacArthur, Director of Finance & Resources; S Quinn, Director of Children's Services; Alasdair Morrison, Head of Economy & Development Services, L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, B Walker, Programme Director (City Deal & Infrastructure) and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); M McCargo, Children's Services Manager (Children's Services); M Boyd, Head of HR & OD Workforce Planning, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, L Belshaw and D Low, both Democratic Services Managers, R Devine, E Currie, E Gray and P Shiach all Senior Committee Services Officers, D Cunningham and J Barron both Assistant Committee Service Officers and D Pole, and J Whitehead, all End User Technicians (all Finance & Resources); V Hollows, Chief Executive and J Doherty (Strategic Communications & Public Affairs Manager (both OneRen)); and D Fogg, Strategic Service Improvement Manager (Renfrewshire Health & Social Care Partnership).

## **Her Majesty Queen Elizabeth II**

A minute's silence was held as a mark of respect following the recent death of Her Majesty Queen Elizabeth II.

## **Obituary**

Provost Cameron referred to the recent death of James Sheridan, former Member of Parliament for Paisley & Renfrewshire North and former Renfrewshire Councillor and expressed deepest sympathy and condolences to his family on their sad loss. Individual members of the Council paid personal tributes endorsing the sentiments expressed.

## **Webcasting of Council Meeting**

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

## **Apology**

Councillor Grady.

## **Declarations of Interest**

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

## **Transparency Statements**

Councillor Ann-Dowling indicated that she had a connection to several items on the agenda, relating to foster care including item 3 – Financial Sustainability and General Fund Financial Outlook as she was a foster carer. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Campbell indicated that she had a connection to items 8 and 11 of the agenda – Renfrewshire Community Protection Chief Officers' Group- Annual Report 2021/22 and National Care Service Bill respectively- as she was an employee of NHS Greater Glasgow & Clyde but not in the Council's area. However, she indicated that she had applied the objective test and did not consider she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

## **Additional Item**

Provost Cameron intimated that she had received notice of an emergency motion from Councillor Nicolson and Councillor J Cameron 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 Pakistan.

## **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 the emergency motion prior to item 1 of the agenda.

### **1 Emergency Motion by Councillor Nicolson and Councillor J Cameron**

Councillor Nicolson seconded by Councillor J Cameron, moved an emergency motion in the following terms:

“Council is aware of the ongoing appeal by the Disasters Emergencies Committee (DEC) in respect of the devastating floods in Pakistan.

As the Council is not authorised to provide direct relief to communities abroad, it is proposed that a donation of £10,000 is made to the Disasters Emergencies Committee (DEC) to fund its member charities’ UK-based activities in recognition of the considerable strain the situation in Pakistan has placed on the resources of these charities.”

**DECIDED:** That a donation of £10,000 be made to the Disasters Emergencies Committee (DEC) to fund its member charities’ UK-based activities in recognition of the considerable strain the situation in Pakistan had placed on the resources of these charities.

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

Council, 30 June 2022  
 Special Regulatory Functions Board, 4 August 2022  
 Communities and Housing Policy Board, 16 August 2022  
 Appointments Board, 17 August 2022  
 Regulatory Functions Board, 17 August 2022  
 Education and Children’s Policy Board, 18 August 2022  
 Audit, Risk and Scrutiny Board, 22 August 2022  
 Economy and Regeneration Board, 23 August 2022  
 Planning and Climate Change Policy Board, 23 August 2022  
 Personnel Appeals and Applied Conditions of Service Appeals Panel, 25 August 2022  
 Petitions Board, 29 August 2022  
 Infrastructure, Land and Environment Policy Board, 31 August 2022  
 Regulatory Functions Board, 1 September 2022

Finance, Resources and Customer Services Board, 8 September 2022  
 Cross Party Sounding Board, 8 September 2022  
 Leadership Board, 14 September 2022  
 Special Regulatory Functions Board, 15 September 2022  
 Special Economy and Regeneration Policy Board, 22 September 2022.

**DECIDED:** That the Minutes be approved subject to the inclusion of Councillor Leishman in the sederunt of the Communities and Housing Policy Board held on 16 August 2022.

### 3 **Provost's Update**

The Provost provided a verbal update in relation to the duties she had undertaken since the last meeting of the Council on 30 June 2022.

### 4 **Financial Sustainability and General Fund Financial Outlook**

There was submitted a report by the Director of Finance & Resources relative to the Council's financial outlook.

The report outlined a range of measures which the Council would require to consider in the short and medium term, and the use of financial flexibilities including the use of reserve balances to address a timing disconnect between the Council's ability to generate savings at scale whilst maintaining stability within the organisation and the delivery of services, and the speed at which costs were increasing.

**DECIDED:**

(a) That the update in the Council's financial outlook provided in the report be noted;

(b) That the update provided in relation to service concession accounting arrangements be noted and the revised accounting policies, outlined in paragraph 3.3, be approved;

(c) That the update provided in section 4 in relation to the financial pressures being forecast in the current financial year be noted and the mitigating actions, outlined in paragraph 4.6, be approved; and

(d) That the capital investment update, as outlined in section 6, be noted and that delegated authority be granted to the Director of Finance & Resources to implement the proposed amendments to the Council's capital planning and borrowing arrangements, noting that these may require to be adjusted should the current proposals for Scottish Government funding change, be approved.

### 5 **Update on Audited Annual Accounts 2021/22**

There was submitted a report by the Director of Finance & Resources relative to an update on the Council's audited Annual Accounts for 2021/22.

The report advised that the Council's unaudited Annual Accounts for 2021/22 were considered at the meeting of the Council held on 30 June 2022 and submitted for

audit by the statutory deadline of 30 June 2022. An extension to the statutory deadline for approval of the audited accounts had been provided in Local Government Finance Circular 6/2022 as detailed in section 3 of the report.

The audited Annual Accounts 2021/22 required to be completed for approval by 30 November 2022.

**DECIDED:**

- (a) That the revised deadline for the Council's audited accounts be noted;
- (b) That it be agreed that the meeting of the Audit, Risk and Scrutiny Committee scheduled for 31 October 2022 be rescheduled to 14 November 2022; and
- (c) That it be noted that a special meeting of the Council would be called on or before 30 November 2022 to approve the audited accounts.

## 6 Council Plan

There was submitted a report by the Chief Executive relative to the Council Plan for the period 2022 to 2027.

The new Council Plan 2022 – 2027 had been developed during summer 2022 in tandem with the refresh of the Renfrewshire Community Plan which covered the longer period of 2017-2027. Both Plans were considered and developed through the meeting of the Cross Party Sounding Board held on 8 September 2022. The Council Plan was attached as Appendix 1 to the report and set out the vision of “Creating a fairer Renfrewshire built on innovation, wellbeing and opportunity”.

The report intimated that a performance framework for the Council Plan would be developed ensuring that six-monthly updates on implementation could be provided to Elected Members. The framework would be finalised and reported to the meeting of the Leadership Board to be held on 30 November 2022.

**DECIDED:**

- (a) That the Council Plan 2022-2027 attached as Appendix 1 be approved;
- (b) That it be noted that the Council Plan was considered by the Cross Party Sounding Board on 8 September 2022;
- (c) That it be agreed that a performance scorecard for the Council Plan would be developed and reported to the Leadership Board in November 2022; and
- (d) That it be agreed that six-monthly updates on progress would be reported to the Leadership Board.

## 7 Community Plan Refresh

There was submitted a report by the Chief Executive relative to a refresh of the Community Plan 2017-2027.

The report advised that the Community Plan had been reviewed mid-term considering the significant changes to the context in which the Council and its partners were operating as a result of issues such as climate change, COVID 19 and the emerging cost of living crisis. The refreshed plan was attached as Appendix 1 to the report.

The report indicated that the refreshed plan had been developed in tandem with the new Council Plan, providing an opportunity to align the priorities of the Council and the wider Community Planning Partnership. Section 6 of the report set out proposed minor changes to existing Community Planning Partnership governance arrangements which had been identified by partners to support the delivery of the refreshed Plan and to ensure greater transparency and scrutiny of its activities.

**DECIDED:**

- (a) That the Community Plan 2022-2027 attached as Appendix 1 of the report be approved;
- (b) That it be noted that the Community Plan was considered by the Cross Party Sounding Board on 8 September 2022; and
- (c) That the proposed changes to the Community Plan governance arrangements detailed in section 6 be approved.

## 8 **Chief Social Work Officer Report 2021 – 2022/Update on Fostering and Adoption Panels**

There was submitted a report by the Chief Social Work Officer relative to the Annual Report 2021 and an update on Fostering and Adoption Panels.

The report advised that the annual reports of all Chief Social Work Officers were submitted to the office of the Chief Social Work Advisor at the Scottish Government in order that a national overview report could be produced. The annual report from the Renfrewshire Chief Social Work Officer provided a summary of the activities relating to the Chief Social Work Officer during 2021/22 and was attached as Appendix 2 to the report.

The report further advised that at the meeting of the Council held on 19 May 2022, it had been agreed that consideration of appointment of members to the Adoption and Fostering Panel would be continued and that the Head of Child Care and Criminal Justice had been instructed to submit a report to Council in respect of these appointments. Section 7 of the report detailed the Adoption and Fostering Panel membership and governance arrangements and proposed changes to these arrangements.

**DECIDED:**

- (a) That the key activities outlined in the Chief Social Work Officer Annual Report be noted;
- (b) That the commitment of social work staff in the consistent delivery of quality frontline services be acknowledged;
- (c) That it be noted that the report would be submitted to the Office of the Chief Social

Work Advisor at the Scottish Government;

(d) That it be agreed that the next annual report from the Chief Social Work Officer would be presented in Autumn 2023; and

(e) That the information in relation to the membership of the Adoption and Fostering Panels be noted, and that it be agreed that Council does not make appointments to these panels, and any elected member who was interested in being a member should contact the Head of Child Care and Criminal Justice for further information.

## **Adjournment**

The meeting adjourned at 10.50 am and reconvened at 11.05 am.

### **9 Renfrewshire Community Protection Chief Officers Group – Annual Report 2021/22**

There was submitted a report by the Chief Executive relative to Renfrewshire Community Protection Chief Officers' Group Annual Report 2021/22. A copy of the annual report was attached as Appendix 1 to the report.

The report highlighted the key areas of activity overseen by the Renfrewshire Chief Officers' Group and indicated that the Chief Officers' Group provided regular reports to the Member Officer Group, which comprised of elected members on a cross-party basis, and key officers from the Council and partners. The Member Officer Group Terms of Reference set out that the Group would be chaired by a "senior member of the administration", and the administration had nominated Councillor Jacqueline Cameron as Chair of the Member Officer Group.

#### **DECIDED:**

(a) That the report be noted; and

(b) That it be noted that Councillor Jacqueline Cameron would Chair the Member Officer Group.

## **Transparency Statement**

Councillor Mullin declared an interest in the following item of business as an employee of NHS Greater Glasgow and Clyde. However, he indicated that he had applied the objective test and did not consider he had an interest to declare and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

### **10 Community Asset Transfer – Options for Revised Procedure**

Under reference to item 5 of the Minute of the Infrastructure, Land and Environment Policy Board held on 31 August 2022, there was submitted a report by the Chief Executive relative to options for a revised procedure for Community Asset transfers following a commitment offered at that Board to submit for consideration a series of

options for revising the Council's current approach to reaching decisions on applications from community bodies for asset transfers.

The report detailed two options for consideration in sections 4.3 and 4.4.

Councillor Nicolson, seconded by Councillor J Cameron, moved the following option:

"Council removes the existing delegation to officers and all CAT applications are considered by Elected Members. The terms of reference of the existing Sub-committee of the ILE Board would be amended to become the decision-making forum for CAT applications. The Sub-committee would retain its existing membership"; and the Head of Corporate Governance be authorised to make changes to the Council's governance documents necessary to give effect to the Council's decision.

Councillor N Graham, seconded by Councillor McGonigle moved as an amendment:

Council agrees all future Community Asset Transfer applications will be determined by the Infrastructure Land and Environment Policy Board.

Council also agrees that any review by the applicant wishing to challenge the Board's decision will be considered by the Appeals Board.

Council further authorises the Head of Corporate Governance to make changes to the Council's governance documents necessary to give effect to the Council's decision.

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

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

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

### **DECIDED:**

(a) That the existing delegation to officers be removed and all CAT applications be considered by Elected Members. The terms of reference of the existing Sub-committee of the ILE Board be amended to become the decision-making forum for CAT applications;

(b) That the Sub-committee retain its existing membership; and

(c) That the Head of Corporate Governance be authorised to make changes to the Council's governance documents necessary to give effect to the Council's decision.



## 11 Governance Arrangements

Under reference to item 7 of the Minute of the meeting of the Council held on 19 May 2022, there was submitted a report by the Director of Finance & Resources relative to a review of the terms of reference and remit of all Policy Boards. The proposed revised terms of reference were set out in Appendix 1 to the report. The report intimated that given the ongoing services reviews under the Council's transformation programme, it was anticipated that further changes might be appropriate once those reviews had been concluded and that a further report would be brought back to Council for consideration should such matters be identified.

The report also proposed a timetable of meetings of the Council and its Boards to December 2024, including a rescheduling of the Fairer Renfrewshire Sub-committee due to be held on 25 October 2022; proposed the appointment of nominees to CoSLA's policy boards; intimated a change of membership on the Planning and Climate Change Policy Board proposed by the Labour Group; proposed the appointment of the Director of Finance & Resources as Director of Park Lane Developments (Renfrewshire) LLP; and sought an amendment to Section 5 of the Council's Scheme of Delegated Functions to add senior officers as lead officers to Local Partnerships.

### **DECIDED:**

- (a) That the revised terms of reference of its Boards as detailed in Appendix 1 to the report be approved;
- (b) That the timetable for meetings of the Council and its Boards, including the dates during which there were to be recesses until December 2024 be approved;
- (c) That it be agreed that a report be submitted to the September 2024 meeting of the Council relative to the timetable from January 2025 onwards;
- (d) That it be noted that the meeting of the Fairer Renfrewshire Sub-committee scheduled to be held on 25 October 2022 would now be held on 26 October 2022;
- (e) That it be agreed that meetings of the Appeals and Local Review Body, although timetabled, be cancelled if there was no substantive business;
- (f) That the Council agrees its nominees to each of CoSLA's four Policy Boards as follows:  
  
 Health and Social Care Board, Councillor Adam;  
 Community Wellbeing Board, Councillor McGurk;  
 Children and Young People Board, Councillor Rodden; and  
 Environment and Economy Board, Councillor Shaw;
- (g) That it be noted that Councillor Smith would replace Councillor Davidson on the Planning and Climate Change Policy Board;
- (h) That the changes to the Scheme of Delegated Functions to allow senior officers to act as lead officers to the Local Partnerships, as set out in section 5 of the report be approved; and

(i) That the appointment of Alastair MacArthur as director of the Park Lane Developments (Renfrewshire) LLP be approved.

## 12 **National Care Service Bill Consultation**

Under reference to item 9 of the Minute of the Meeting of Council held on 30 September 2021, there was submitted a report by the Chief Executive relative to the proposed development of a National Care Service (NCS) in Scotland.

The report advised that the Scottish Government had identified the National Care Service as the mechanism by which improvements identified following the publication of the Independent Review of Adult Social Care Services could be delivered and had undertaken consultation on the proposed National Care Service in late 2021. The Council had submitted a formal response to the consultation in November 2021.

The report indicated that in March 2022 the Scottish Government had published independent analysis of the consultation responses received and advised that it intended to bring forward legislation to establish a National Care Service in Summer 2022. The National Care Service (Scotland) Bill was subsequently introduced to Parliament on 20 June and its accompanying documents were published on 21 June 2022.

The report intimated that the lack of detail provided within the Bill made it difficult to comment on the potential impact of the proposed NCS, and to assess the likely implications for service users and carers, the workforce, and the Council as a whole.

A draft consultation response had been submitted by the Council to the Health, Social Care and Sport Committee subject to approval of full Council to comply with the deadline of 2 September 2022. The draft response reiterated the position of the Council, as submitted to Scottish Government through the national consultation exercise in 2021, whilst reflecting a number of key points and issues which were identified through professional networks.

**DECIDED:** That the response to the National Care Service Bill consultation, which had been submitted as a draft, subject to Council approval, to the Health, Social Care and Sport Committee on 2 September 2022 be approved.

## 13 **Audit, Risk & Scrutiny Board Review of Linking the National Cycle Route 7 with Howwood**

There was submitted a report by the Lead Officer relative to a review undertaken by the Audit Risk & Scrutiny Board into linking the National Cycle Route 7 to Howwood.

The report summarised the evidence presented in relation to the review and made a number of recommendations. The report had been approved by the Audit, Risk & Scrutiny Board at its meeting held on 2 August 2022.

**DECIDED:**

(a) That the report and its recommendations be approved; and

(b) That the Council's thanks be conveyed to those who had contributed to the review.

#### 14 **Notice of Motion 1 by Councillors Campbell and Hughes**

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

"Community Welcome Spaces

Council notes with grave concern the continuing increase in energy prices, and the significant impact that the cost-of-living crisis is already having on residents across Renfrewshire.

Council notes that the energy price cap is forecast to increase by 81% in January, increasing prices to a completely unsustainable level, causing significant financial strain and harm on the people of Renfrewshire.

Pushing those who are already struggling further into poverty.

Council believes the UK government should intervene and cap energy prices, and instructs the Chief Executive write to the Chancellor of the Exchequer to express our concerns for the serious hardship being inflicted on the people of Renfrewshire due to a lack of serious action by the UK Government to protect people.

Council notes the emerging work by councils and their partner culture and leisure trusts across the nation to create Community Warm Banks and Safe Spaces. Council will work with OneRen to create Welcoming Spaces within our civic buildings, leisure facilities and libraries, giving residents the opportunity to be warm throughout winter as well as tackle the impacts of social isolation.

Councillor Campbell, seconded by Councillor Hughes, then moved the motion.

Councillor Nicolson, seconded by Councillor J Cameron moved an amendment that: Council notes with grave concern the continuing increase in energy prices and the significant impact that the cost-of-living crisis is already having on residents across Renfrewshire.

Council notes that the energy price cap is forecast to increase by 81% in January, increasing prices to a completely unsustainable level, causing significant financial strain and harm on the people of Renfrewshire.

Pushing those who are already struggling further into poverty. Council believes the UK Government should intervene further with urgency and instructs the Chief Executive to write to the Chancellor of the Exchequer to express our concerns for the serious hardship being inflicted on the people of Renfrewshire due to a lack of serious action by the UK Government to protect people.

Council notes the emerging work by councils and their partner culture and leisure trusts across the nation to create Community Warm Banks and Safe Spaces. Council will continue to work with OneRen to create Welcoming Spaces within our civic

buildings, leisure facilities and libraries, giving residents the opportunity to be warm throughout winter as well as tackle the impacts of social isolation.

Councillor N Graham, seconded by Councillor Leishman, moved as a second amendment that: Council notes with grave concern the continuing increase in energy prices, and the significant impact that the cost-of-living crisis is having on residents across Renfrewshire.

Council notes that the energy price cap was forecast to increase by 81% in January increasing prices to a completely unsustainable level causing significant financial strain and harm to the people of Renfrewshire.

Council further notes the main reason for these increases is fueled by the brutal Russian occupation of parts of Ukraine and in turn Russia turning of the gas taps to Europe as a result of Europe's and the United Kingdom's support for Ukrainian Sovereignty.

Council commends the UK government on their interventions to cap energy prices for local businesses and households across Renfrewshire so that the public can be shielded as much as possible from the continuing rise of energy costs associated with our support for the people of Ukraine.

Council notes the emergency work by councils and their leisure trusts across the nation to create Community Warm Banks and safe spaces. Council will work with OneRen to create Welcoming Spaces within our civic buildings, leisure facilities and libraries, giving residents the opportunity to be warm throughout winter as well as tackle the impacts of social isolation.

In terms of Standing Order 27, Councillors Campbell and Hughes, being the mover and seconder of the motion agreed to accept the first amendment, which became the substantive motion.

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

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

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

### **DECIDED:**

(a) That Council notes with grave concern the continuing increase in energy prices and the significant impact that the cost-of-living crisis was already having on residents across Renfrewshire;

(b) That Council notes that the energy price cap was forecast to increase by 81% in January, increasing prices to a completely unsustainable level, causing significant financial strain and harm on the people of Renfrewshire;

(c) That Council believes the UK Government should intervene further with urgency and instructs the Chief Executive to write to the Chancellor of the Exchequer to express our concerns for the serious hardship being inflicted on the people of Renfrewshire due to a lack of serious action by the UK Government to protect people; and

(d) That Council notes that the emerging work by councils and their partner culture and leisure trusts across the nation to create Community Warm Banks and Safe Spaces. Council would continue to work with OneRen to create Welcoming Spaces within our civic buildings, leisure facilities and libraries, giving residents the opportunity to be warm throughout winter as well as tackle the impacts of social isolation.

## 15 **Notice of Motion 2 by Councillors MacFarlane and McGurk**

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

“Council welcomes the completion of 131 new homes in Glenburn which consists of 109 for social rent and 22 made available through the New Supply Shared Equity scheme (NSSE). Council further welcomes the funding of over £12 million from the Scottish Government through the Scottish Government’s Strategic Housing Investment Programme. (SHIP)

Council notes the intent of this administration to continue to expand social housing and affordable homes at every opportunity throughout Renfrewshire and reaffirms its commitment to ensuring that everyone within our local authority has access to affordable, high-quality housing”.

Councillor MacFarlane, seconded by Councillor McGurk, then moved the motion, which was approved unanimously.

### **DECIDED:**

(a) That Council welcomes the completion of 131 new homes in Glenburn which consists of 109 for social rent and 22 made available through the New Supply Shared Equity scheme (NSSE). Council further welcomes the funding of over £12 million from the Scottish Government through the Scottish Government’s Strategic Housing Investment Programme. (SHIP); and

(b) That Council notes the intent of this administration to continue to expand social housing and affordable homes at every opportunity throughout Renfrewshire and reaffirms its commitment to ensuring that everyone within our local authority has access to affordable, high-quality housing.

## 16 **Notice of Motion 3 by Councillors J Cameron and Adam**

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

“Council notes that the cost-of-living crisis is impacting on all residents of Renfrewshire, but particularly our most vulnerable including older people, children and people with disabilities.

With the announcement that the energy cap will increase by 80% in October, fuel and food prices rising exponentially and with the official inflation rate currently sitting at 10.1% (and predicted to rise), few households will manage to make ends meet.

Council agrees that this situation is unacceptable and declares this a Cost-of-Living Emergency.

Council notes the work of the Fairer Renfrewshire Sub-Committee in providing financial support, assistance and advice via Scottish Government funding and council budget allocations but understands the limitations in the face of such a dire emergency.

Council agrees that the UK government hold the levers of power to address the cost-of-living emergency and calls upon them to:

- Cancel the planned energy cap rise
- Fund a freeze on energy bills
- Reinstate the £20 Universal Credit uplift
- Reverse the increase in National Insurance contributions
- Reintroduce the triple-lock protection on pensions

Council agrees to write to the Prime Minister calling upon them to introduce the above measures with urgency”

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

Councillor Paterson, seconded by Councillor Steel, moved an amendment that the following points be removed from the motion:

- Reverse the increase in National Insurance contributions; and
- Fund a freeze on energy bills

Councillor McMillan, seconded by Councillor Ann-Dowling, moved as a second amendment that: Council welcomes the mitigating measures the UK government has put in place to help consumers with the increasing price of energy bills.

This is however only a short-term measure and the situation is likely to get worse and governments in both London and Edinburgh need to be quick to react.

Council believes that people on universal credit should have the recently withdrawn £20 increase reinstated.

Council notes that the ‘triple lock pension’ is likely to be re-introduced in April 2023.

Furthermore, council supports the idea of a windfall tax on the higher-than-expected profits being made by energy companies to be used to help consumers pay their bills.

Councillor N Graham, seconded by Councillor McGonigle, moved as a third amendment that: Council notes that the cost-of-living crisis is impacting on all residents of Renfrewshire, but particularly our most venerable including older people,

children, and people with disabilities.

Council declares this a cost-of-living emergency.

Council notes the work of the fairer Renfrewshire Sub Committee in providing financial support, assistance and advice via Scottish and UK governments funding and council budget allocations but understands limitations on the face of this dire emergency.

The UK government has announced support to help businesses through this cost-of-living crisis. UK government announced a cap on wholesale energy price units, which will see firms get a discount of half the wholesale prices anticipated this winter.

The support from the UK government to ease the burden of this global crisis on businesses and households across the UK is welcome.

Council notes the triple lock protection for pensioners is secure for the remainder of this parliament.

Council welcomes the scrap to national insurance contributions by the UK government.

Council agrees to write to our prime minister to review Universal Credit payments to reflect the inflationary environment we are currently in.

In terms of Standing Order 27, Councillors Cameron and Adam, being the mover and seconder of the motion, agreed to accept the first amendment, which then became the substantive motion.

In terms of Standing Order 27, Councillors Cameron and Adam, being the mover and seconder of the motion, agreed to accept the second amendment as an addition to the motion and the motion, as amended became the substantive motion.

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

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

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

### **DECIDED:**

(a) That Council notes that the cost-of-living crisis is impacting on all residents of Renfrewshire, but particularly our most vulnerable including older people, children and people with disabilities.

With the announcement that the energy cap will increase by 80% in October, fuel and food prices rising exponentially and with the official inflation rate currently sitting at

10.1% (and predicted to rise), few households will manage to make ends meet;

(b) That Council agrees that this situation is unacceptable and declares this a Cost-of-Living Emergency;

(c) That Council notes the work of the Fairer Renfrewshire Sub-Committee in providing financial support, assistance and advice via Scottish Government funding and council budget allocations but understands the limitations in the face of such a dire emergency;

(d) That Council agrees that the UK government hold the levers of power to address the cost-of-living emergency and calls upon them to:

- Cancel the planned energy cap rise
- Reinstate the £20 Universal Credit uplift
- Reintroduce the triple-lock protection on pensions;

(e) That Council agrees to write to the Prime Minister calling upon them to introduce the above measures with urgency;

(f) That Council welcomes the mitigating measures the UK government has put in place to help consumers with the increasing price of energy bills;

(g) That it be noted that this is however only a short-term measure and the situation is likely to get worse and governments in both London and Edinburgh need to be quick to react;

(h) That it be noted that Council believes that people on universal credit should have the recently withdrawn £20 increase reinstated;

(i) That Council notes that the 'triple lock pension' is likely to be re-introduced in April 2023; and

(j) That, furthermore, Council supports the idea of a windfall tax on the higher-than-expected profits being made by energy companies to be used to help consumers pay their bills.

## 17 **Notice of Motion 4 by Councillors Ann-Dowling and McMillan**

Provost Cameron ruled that the Notice of Motion by Councillors Ann-Dowling and McMillan was not competent in terms of Standing Order 21(b).

## **Adjournment**

The meeting adjourned at 12.35pm and reconvened at 12.55pm.



## 18 **Notice of Motion 5 by Councillors Andy Doig and Hannigan**

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

“Prevention of Prostate Cancer Deaths in Renfrewshire”

“Council notes with concern the fact that there are around 12,000 prostate cancer deaths in the UK every year, and that prostate cancer is the 2nd most common cause of cancer deaths in men across the UK.

Council believes this is an ongoing major health challenge for men in Renfrewshire and urges both the Scottish and UK Governments to take a more pro-active approach to driving down prostate cancer rates by devising a reliable prostate cancer screening test kit for men over 45 years old which can be distributed by the NHS as part of a national health screening programme”.

Councillor Andy Doig, seconded by Councillor Hannigan, then moved the motion, which was approved unanimously.

### **DECIDED:**

(a) That Council notes with concern the fact that there are around 12,000 prostate cancer deaths in the UK every year, and that prostate cancer is the 2nd most common cause of cancer deaths in men across the UK; and

(b) That Council believes this is an ongoing major health challenge for men in Renfrewshire and urges both the Scottish and UK Governments to take a more pro-active approach to driving down prostate cancer rates by devising a reliable prostate cancer screening test kit for men over 45 years old which can be distributed by the NHS as part of a national health screening programme”.

## 19 **Notice of Motion 6 by Councillors Andy Doig and Hannigan**

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

“Collection of Grass Cutting at War Memorials and Cemeteries”

“Council agrees, due to public sensitivity, that council staff will collect grass cuttings in and around war memorials and cemeteries in Renfrewshire whilst undertaking grass maintenance programmes”.

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

Councillor Campbell, seconded by Councillor Burns, moved as an amendment that: Council agrees to review the current grounds maintenance regime for war memorials and cemeteries. The Convener of the ILE board with the relevant officers will engage with the mover and seconder to consider any issues and report to back to the relevant board on the outcome.

In terms of Standing Order 27, Councillors Andy Doig and Hannigan, being the mover and seconder of the motion, agreed to accept the amendment to the motion.

**DECIDED:** That Council agrees to review the current grounds maintenance regime for war memorials and cemeteries. The Convener of the ILE board with the relevant officers will engage with the mover and seconder to consider any issues and report to back to the relevant board on the outcome.

## 20 **Notice of Motion 7 by Councillors Andy Doig and Hannigan**

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

“Reconfiguration of the Bowfield Road/Midton Road Junction, Howwood (B776)

Council welcomes agreed measures by council officers to improve the safety of the Bowfield Road/Midton Road junction, Howwood (B776), including increased signage at the Renfrewshire/East Renfrewshire border concerning HGV traffic, and re-lining of the junction.

Council however notes continued concern by Bowfield Road residents over safety for pedestrians at this junction, and instructs council officers to examine options for the re-configuration of the Bowfield Road/Midton Road junction to maximise safety, including the option of compulsory purchase”

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

Councillor Gilmour, seconded by Councillor G Graham, moved as an amendment that: Additionally, these options should be brought before Ward 9 Elected Members, Howwood Community Council and residents for consultation prior to implementation.

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

### **DECIDED:**

(a) That Council welcomes agreed measures by council officers to improve the safety of the Bowfield Road/Midton Road junction, Howwood (B776), including increased signage at the Renfrewshire/East Renfrewshire border concerning HGV traffic, and re-lining of the junction;

(b) That Council notes continued concern by Bowfield Road residents over safety for pedestrians at this junction, and instructs council officers to examine options for the re-configuration of the Bowfield Road/Midton Road junction to maximise safety, including the option of compulsory purchase; and

(c) That these options should be brought before Ward 9 Elected Members, Howwood Community Council and residents for consultation prior to implementation.

## 21 **Notice of Motion 8 by Councillors N Graham and McGonigle**

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

“Council congratulates the England’s Woman football team on their recent success in lifting the World Cup at Wembley Stadium.

This success has seen a surge in woman and girls taking up football as a sport. Council agrees to invest where they can in woman/girls’ football to capitalise on this success.

Council instructs our officers to make sure that every girl in schools across Renfrewshire have the same opportunity to play football as boys in their PE classes”.

Councillor N Graham, seconded by Councillor McGonigle, then moved the motion

Councillor G Graham, seconded by Councillor McMillan, moved as an amendment that: Renfrewshire Council congratulates the England women’s football team on winning the UEFA Women’s Championship at Wembley this summer. The council also offers it’s best wishes to Scotland’s women’s football team in their quest to qualify for the FIFA Women’s World Cup in 2023.

As a result of the UEFA Women’s Championship this year, there had been a significant increase in girls and young women wanting to play football. To ensure success at the highest level, it is essential to invest in girl’s football at an early age. This Council recognises that all Renfrewshire High Schools offer girls access to football as part of their broad General Education and commends Education Services in ensuring that all girls in our High Schools have the same equity of access to football as their male peers.

In terms of Standing Order 27, Councillors N Graham and McGonigle, being the mover and seconder of the motion, agreed to accept the amendment which was approved unanimously.

### **DECIDED:**

(a) That Renfrewshire Council congratulates the England women’s football team on winning the UEFA Women’s Championship at Wembley this summer. The council also offers it’s best wishes to Scotland’s women’s football team in their quest to qualify for the FIFA Women’s World Cup in 2023;

(b) That it be noted that as a result of the UEFA Women’s Championship this year, there had been a significant increase in girls and young women wanting to play football. To ensure success at the highest level, it is essential to invest in girl’s football at an early age; and

(c) That Council recognised that all Renfrewshire High Schools offer girls access to football as part of their broad General Education and commends Education Services in ensuring that all girls in our High Schools have the same equity of access to football as their male peers.

## 22 Notice of Motion 9 by Councillors G Graham and Gilmour

There was submitted a Notice of Motion by Councillor G Graham, seconded by Councillor Gilmour in the following terms:

“Child Poverty”

“It is widely recognised that holiday periods add to the stress of family poverty and results in less access to food and social activity for them than their peers. Foodbanks report increased demand during holiday periods.

18% of our children and young people live in relative low-income families, whilst a15% live in absolute low-income families. The impact of the cost-of-living crisis is hitting these working families the hardest.

Renfrewshire Council recognises these facts. To assist local families this Council agrees to establish a Holiday Hunger Fund of £1 million pounds to be utilised over the lifetime of this administration. This fund will be used to increase the provision of meals and social activities for school children over school holiday periods throughout Renfrewshire. The Council will commit £200,000 per annum from this fund to enable 3rd sector groups in our communities to apply for money to establish new provision in areas where there is a currently unmet need”.

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

Councillor J Cameron, seconded by Councillor Nicolson, moved as an amendment that: Council agrees that this request be forwarded to the recently established Fairer Renfrewshire sub-committee for consideration. The sub-committee should review the current provision over school holiday periods and seek to identify any gaps which may require to be addressed. A special meeting of the cross-party sub-committee is currently being arranged which will consider our and our partners response to the cost-of-living crisis in Renfrewshire.

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

Councillors Adams, Airlie-Nicolson, Burns, J Cameron, Provost L Cameron, Councillors Campbell, Andy Doig, Audrey Doig, Hannigan, Hughes, Innes, MacFarlane, K MacLaren, M MacLaren, McEwan, McGurk, McNaughtan, Mylet, Nicolson, Paterson, Rodden, Shaw and Steel.

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

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

**DECIDED:** That Council agrees that this request be forwarded to the recently established Fairer Renfrewshire sub-committee for consideration. The sub-committee should review the current provision over school holiday periods and seek to identify any gaps which may require to be addressed. A special meeting of the cross-party

sub-committee is currently being arranged which will consider our and our partners response to the cost-of-living crisis in Renfrewshire.

**23 Notice of Motion 10 by Councillors McGonigle and J MacLaren**

There was submitted a Notice of Motion by Councillor McGonigle, seconded by Councillor J MacLaren in the following terms:

“Closure of Barrochan Road

Council is concerned about the closure of Barrochan Road, Houston, for up to 12 weeks for emergency replacement of gas pipes.

Council notes with concern the detrimental impacts on local businesses in Houston and the very real possibility of these businesses closing altogether.

Council agrees to work with SGN and local businesses affected to mitigate as much as it can the disruption this will cause”.

Councillor McGonigle, seconded by Councillor J MacLaren the moved the motion which was approved unanimously.

**DECIDED:**

(a) That Council is concerned about the closure of Barrochan Road, Houston, for up to 12 weeks for emergency replacement of gas pipes;

(b) That Council notes with concern the detrimental impacts on local businesses in Houston and the very real possibility of these businesses closing altogether; and

(c) That Council agrees to work with SGN and local businesses affected to mitigate as much as it can the disruption this will cause.



## Minute of Special Meeting

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

Date	Time	Venue
Thursday, 06 October 2022	09:30	Corporate Meeting Room 3, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Stephen Burns, Councillor Jacqueline Cameron, Councillor Neill Graham, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor Sam Mullin, Councillor Iain Nicolson, Councillor Andy Steel

#### Chair

Councillor Burns, Convener, presided.

#### In Attendance

E Simpson, Principal HR & OD Adviser, R Devine, Senior Committee Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

#### Declarations of Interest

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

#### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Environment & Infrastructure Services**

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure following his dismissal from the Council's employment.

The appellant and G Cochrane (UNITE) attended in relation to the appeal. G Hannah, Infrastructure, Transportation & Change Manager (Environment & Infrastructure) and K Clark, Principal HR & OD Adviser (Finance & Resources), represented management.

Following a request, it was agreed by the Panel that supplementary papers submitted on behalf of the appellant be circulated to those present

G Hannah, Infrastructure, Transportation & Change Manager (Environment & Infrastructure) presented the management case. G Heaney, Assistant Infrastructure & Assets Manager and G Richards, Senior Health & Safety Officer were called as witnesses.

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

G Cochrane (UNITE) presented the appellant's case. Thereafter the management representatives and members of the Panel had an opportunity to question the appellant and his representative and the evidence presented.

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

Following discussion, it was the Panel's decision that the grounds of the appeal had not been substantiated and that the appeal was not upheld.

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

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



## Minute of Meeting

### Communities and Housing Policy Board

Date	Time	Venue
Tuesday, 25 October 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

L McIntyre, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Partnership & Inequalities Manager, M Kirk, Assistant Planning & Policy Development Officer, S Marklow, Strategy & Place Manager and D McLavin, Senior Communications Officer (all Chief Executives); J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Housing Services, O Reid, Head of Communities & Public Protection, N Drummond, Lead Officer (Environmental Co-ordination), L Feeley, Housing Asset & Investment Manager, T Irvine, Homeless & Housing Support Services Manager, D Murray, Area Housing Manager, C Robertson, Warden Services Manager and R Walkinshaw, Housing Regeneration & Development Manager (all Communities & Housing Services); and J Kilpatrick, Finance Business Partner, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, R Devine and C MacDonald both Senior Committee Services Officers and D Cunningham, Assistant Democratic Services Officer (all Finance & Resources).

The item of this minute against which is set the prefix ND is a non-delegated item

### Webcasting of Meeting

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

## Apologies

Councillor Hood and Councillor McGuire.

## Declarations of Interest

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

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

There was submitted the Minute of the meeting of the Sub-committee held on 16 August 2022, which forms the Appendix to this Minute.

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

### 2 General Services Revenue, Housing Account and Capital Budget Monitoring Report

There was submitted a General Services Revenue, Housing Account and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 16 September 2022.

The report stated that the projected outturn as at 31 March 2023 for all services reporting to this Policy Board was an overspend position of £0.028 million. The projected capital outturn 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 also highlighted that following changes in responsibilities, agreed at the meeting of Renfrewshire Council held on 29 September 2022, the report excluded reference to Building Standards, which now reported to the Planning & Climate Change Policy Board and highlighted the consequential budget adjustment of £0.189m to reflect this transfer of responsibility. It was also noted that the report incorporated Regulatory Services responsibilities which had previously reported to the Infrastructure, Land and Environment Policy Board and that the budget had been increased by £1.775m to reflect this transfer of responsibilities. In addition, the report indicated that further revenue expenditure budget adjustments totalling £0.464 million, comprising adjustments of £0.037 million in respect of Housing Support Pay Uplifts, £0.194 million transferred from the Tenant Hardship Grant Fund Reserve and £0.233 million relating to the Summer Holiday Food & Child Care Programme, had been processed since consideration of the previous report by the Policy Board.

**DECIDED:**

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

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

noted; and

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

### 3 **Greenspace, Parks and Play Park Funding**

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

An update on progress made in supporting community projects through the Greenspaces, Parks & Play Areas and Villages Investment Fund, detailed, in Appendix 1 of the report, projects approved by the Director of Communities & Housing Services in terms of delegated authority and outlined projects currently being developed by communities across Renfrewshire. It was highlighted that the current projects being developed by communities, and referred to in section 3 of the report, would almost fully commit the available Greenspaces, Parks and Play areas element of the fund. It was also noted that as the Greenspaces fund moved toward closure in terms of the development of new projects and bids, the work of the team had been increasingly focused on supporting successful community projects to be delivered. In this connection challenges impacting on expected delivery dates and costs which, in turn, provided challenges for communities in realising their aspirations as quickly as anticipated were referenced. The report advised that Lochfield Bowling Club Bowling Club wished to repurpose the funding previously awarded for a synthetic green and feasibility study, to improve drainage, create new banking, steps and fencing, repairs to the irrigation system and replacement of the clubhouse kitchen; and Corseford Tenants' & Residents' Association wished to use funding, previously awarded to purchase tools and a container for storage, to create a butterfly boulevard in the community with wildflowers. The specific reasons why the original proposals were no longer being pursued were provided.

#### **DECIDED:**

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

(b) That the project, detailed within section 3 of the report and Appendix 1, be awarded grant funding totalling £50,000;

(c) That the proposals from Lochfield Bowling Club and Corseford Tenants' & Residents' Association to repurpose the funding previously awarded, as set out in section 1 of the report, be agreed;

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

(e) That it also be noted that the projects currently being developed by communities, and listed in section 3 of the report, would almost fully commit the available Greenspaces, Parks and Play areas element of the fund.

#### 4 **Community Empowerment Fund**

There was submitted a report by the Chief Executive relative to applications considered for funding from the Community Empowerment Fund in the current round of funding. The total value of the requested grant funding was £16,920. A cross-service panel of officers had been established to review and assess applications to the Community Empowerment Fund against agreed objectives and criteria. The report outlined the key objectives and aims of the Fund and indicated that one new application had been received in the current round and had been considered along with one application which had previously been deferred. Summaries of the applications for funding, together with recommendations, were provided within an appendix to the report.

The report also intimated that following the award of Community Empowerment Funding of £50,000 to Renfrew Victoria FC in the previous round, the group had secured a further £83,000 from Sports Scotland to upgrade the facilities at Kirklandneuk.

**DECIDED:** That the recommendations, detailed in Section 4 and Appendix 1 of the report, to (a) award £7,720 to Inchinnan Development Trust for support with legal fees relating to the Community Asset Transfer lease for India Tyres Playing Fields; and (b) award £9,200 to Lochwinnoch Development Trust for soil testing on the Lochhead Gardens site be approved.

#### 5 **Renfrewshire Strategic Housing Investment Plan 2023/28**

There was submitted a joint report by the Chief Executive and Director of Communities & Housing Services relative to the Renfrewshire Strategic Housing Investment Plan 2023/28.

The report indicated that the Strategic Housing Investment Plan (SHIP), which detailed how the Council and partners would deliver new affordable homes across Renfrewshire over the next five-year period and how the delivery of existing projects currently included within the Plan would be maximised. It was noted that funding for affordable housing would be targeted to achieve the objectives contained within Renfrewshire's Local Housing Strategy and be reviewed and updated annually. The Renfrewshire SHIP 2023/28, a copy of which was appended to the report, had been developed following consultation and took cognisance of projects which were expected to complete, potential slippage and estimates of when new projects could potentially be brought forward. The finalised Plan incorporated issues raised via the comments received during the consultation process. Details of the Future Resource Planning Assumptions for the period 2022/26 were also provided. It was noted that, subject to approval, the Renfrewshire SHIP 2023/28 would be submitted to the Scottish Government.

**DECIDED:** That the Renfrewshire Strategic Housing Investment Plan 2023/28 be approved for submission to the Scottish Government.

## 6 Paisley West End - Regeneration Update

There was submitted a report by the Director of Communities & Housing Services relative to progress made in terms of the implementation of the regeneration masterplan for the West End area of Paisley.

The report made reference to the Regeneration Masterplan for the West End area of Paisley, approved at the meeting of the Leadership Board held on 12 December 2017, which was to be implemented by Sanctuary (Scotland) Housing Association Limited in partnership with the Council and Scottish Government. The plan required the acquisition of 129 private properties which would thereafter be demolished to facilitate the delivery of new development. It was highlighted that despite considerable effort by Council officers, Sanctuary and its agents to engage with the local community and those within the wider West End area it had not been possible to contact all of the property owners. Sanctuary's appointed agent had successfully negotiated the acquisition of a number of privately owned residential and commercial property interests throughout the masterplan area and continued to actively negotiate terms with private owners, with transactions at various stages of the legal process. Sanctuary's application for planning permission for 35 new residential units on sites at Sutherland Street, Paisley and Underwood Lane, Paisley had been granted on 21 April 2021 and Sanctuary was currently procuring a contract for the erection of the housing. Provision was included within Renfrewshire Council's Strategic Housing Investment Plan (SHIP) for grant funding from the Scottish Government to support their delivery. It was noted that architects had been appointed to design the subsequent phases of development and that this process would consider arrangements for issues such as traffic, cleansing and waste services, geotechnical & land remediation, parking, open space, tenure, archaeology and demolition & conservation. These proposals would be progressed to a detailed design and be subject to community consultation and stakeholder engagement with a view to submitting an application for full planning permission for the remainder of the masterplan area.

Updates were also provided in respect of the acquisition process for properties at 1, 2 and 4 Underwood Lane, 2-20, 13-17, 22, 26, and 30-34 Well Street, Paisley, 1-5 Clavering Street, Paisley and an area of land behind 2-20 Well Street, Paisley. Authorisation was now sought to progress Compulsory Purchase Order procedures to cover all private properties in the Masterplan area, where no previous approval had been granted, provided that all reasonable attempts to contact owners and agree voluntary acquisition were made by Sanctuary and its agents. It was noted that these Compulsory Purchase Order processes would run in parallel with continued efforts to acquire the properties on a voluntary basis and where an acquisition was successful, the property would be removed from the list of those subject to the Compulsory Purchase Order.

### **DECIDED:**

(a) That the positive progress made in implementing the Regeneration Masterplan for the West End area of Paisley, in partnership with Sanctuary Housing Limited, be noted;

(b) That the progress being made in acquiring properties within the Masterplan area, including through Compulsory Purchase Order no. 1, be noted; and

(c) That the use of Compulsory Purchase Order procedures be authorised where voluntary acquisition could not be secured to ensure the acquisition of properties in the area, as indicated and detailed within the Appendix.

## **7 Review of Tenant Participation**

There was submitted a report by the Director of Communities & Housing Services relative to the outcome of consultation undertaken in connection with the Draft Tenant Participation Strategy following the last meeting of this Policy Board.

The report reminded members that following consideration of the Draft Tenant Participation Strategy at the meeting of this Policy Board held on 16 August 2022 the Director of Communities & Housing had been authorised to undertake consultation and to submit a report in relation to the outcome of that consultation and the proposed final Tenant Participation Strategy. The report indicated that tenant representatives had played a central role in developing the Strategy and had contributed to the proposed content at all stages of the process. Following the Policy Board meeting a further digital consultation exercise had been undertaken, between 12 -30 September 2022, seeking comments from tenants and all tenants' groups on the proposed Strategy. It was noted that members of the Policy Board had also had opportunities to comment on the Strategy. These additional consultation exercises had now ended and the Renfrewshire Council Tenant Participation Strategy 2022/27, a copy of which was attached as Appendix 1 of the report, was submitted for approval. It was highlighted that annual updates regarding the Strategy would be provided to Members for consideration and review.

### **DECIDED:**

(a) That the Renfrewshire Council Tenant Participation Strategy 2022/27, as set out in Appendix 1, be approved; and

(b) That the Director of Communities & Housing Services be authorised to progress the Action Plan set out in the Strategy, in partnership with tenants and relevant agencies, and provide an Annual Report on progress to the Policy Board.

## **8 Annual Housing Performance Benchmarking Report 2021/22 and Tenant Satisfaction Survey 2022**

There was submitted a report by the Director of Communities & Housing Services relative to the annual Housing Performance Benchmarking Report 2021/22, a copy of which was appended to the report, and which had been submitted to the Scottish Housing Regulator during May 2022. The report also provided further information in relation to the Tenant Satisfaction Survey which would be used to inform the ongoing improvement work of the Service.

The report provided information and analysis on the Council's performance during 2021/22 in relation to key Housing Charter indicators, such as tenant satisfaction, housing quality and maintenance, customer and landlord relationship, estate management, anti-social behaviour, neighbourhood nuisance, tenant disputes, homelessness, rents and services charges. Comparative information together with analysis was provided in respect of other local authorities and Registered Social

Landlords (RSLs).

A copy of the executive summary of the tenant satisfaction survey was attached as Appendix 2 to the report. A summary of the headline results relating to customer & landlord relationships; housing quality and maintenance; estate management, anti-social behaviour, neighbourhood nuisance, tenant disputes; housing options and access to housing; homelessness; and value in terms of rents and service charges was provided. It was noted that the outcome of the survey and performance and benchmarking updates would be used to inform the programme of improvements and commitments required to meet the needs of tenants

**DECIDED:**

(a) That the Council's performance during 2021/22, in relation to key Housing Charter indicators compared to other Social Landlords and the terms of Tenant Satisfaction Survey, set out in Appendix 1 of the report, be noted; and

(b) That the Director of Communities & Housing Services be authorised to use the information set out in the benchmarking report, tenant satisfaction survey and other performance related documents to continue the programme for ongoing improvement in the delivery and operations of the Council's housing function to ensure that the quality of service to meet the needs of tenants was maintained and enhanced.

## 9 **Regulation of Social Housing - Assurance Statement 2022**

There was submitted a report by the Director of Communities & Housing Services relative to the Annual Assurance Statement 2022 which the Council required to submit to the Scottish Housing Regulator in terms of the Scottish Housing Regulator's Framework for the Regulation of Social Housing in Scotland

The report referred to the regular reports submitted to this Policy Board on housing services performance and benchmarking which demonstrated continuing strong performance across most areas of the housing service during 2021/22 and identified areas for improvement. Reference was made to the continuing impact of the Coronavirus pandemic on housing services and highlighted areas where Covid-19 continued to impact. Appendix 1 of the report detailed the Regulator's Framework requirements for all local authorities and Registered Social Landlords (RSLs) and provided evidence to demonstrate Renfrewshire Council's compliance. A copy of the proposed Annual Assurance Statement 2022 for Renfrewshire Council was attached as Appendix 2 of the report, for approval.

**DECIDED:**

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

(b) That the Renfrewshire Council Annual Assurance Statement 2022, attached as Appendix 2 of the report, be approved for submission to the Scottish Housing Regulator.

## 10 **Rapid Rehousing Transition Plan and Homelessness Update**

There was submitted a report by the Director of Communities & Housing Services relative to progress made in terms of implementation during 2021/22 of Renfrewshire's Rapid Rehousing Transition Plan 2019/24, together with a general update on homelessness in Renfrewshire

The report advised that the five-year Rapid Re-housing Transition Plan (RRTP) demonstrated how each local authority and its partners would ensure that those who were homeless were provided with accommodation as quickly as possible, minimise the need to stay in temporary accommodation and have greater access to an up-scaled use of the Housing First model and/or other support. Key partners including local and national Housing Associations, Renfrewshire Health & Social Care Partnership and a range of third sector organisations had been consulted on the content of Renfrewshire's RRTP. A review of the implementation of the RRTP during 2021/22 had been undertaken and submitted to the Scottish Government. A copy of the review findings, which highlighted evidence of innovative partnership working, measures to prevent homelessness in Renfrewshire, together with a summary of the challenges that impacted on maintaining progress in delivering key outputs, was attached as Appendix 1 of the report. Confirmation had been received from the Scottish Government that funding of £190,000 would be provided for 2022/23, year 4 of the Renfrewshire RRTP, which was in line with the funding awards in years 1 – 3. Arrangements would be made to continue to update this Policy Board on progress with the implementation of Renfrewshire's RRTP.

The report also detailed Renfrewshire's response to homelessness and provided a general update on homelessness and the support services provided in Renfrewshire.

**DECIDED:** That the progress made to date, in terms of meeting the needs of those who were homeless or threatened with homelessness, with the implementation of Renfrewshire's Rapid Housing Transition Plan, a copy of which was appended to the report, be noted.

## 11 **Cost of Living (Tenant Protection) (Scotland) Bill 2022**

There was submitted a report by the Director of Communities & Housing Services relative to the emergency measures contained within the Cost of Living (Tenant Protection) (Scotland) Bill 2022

The report detailed the two main emergency measures contained within the Bill, the first relating to the establishment of a rent cap until at least March 2023, which applied to the majority of tenancies across the private and social rented sector. It was highlighted that the rent cap had initially been set at 0% and was therefore in effect a rent freeze. The second emergency measure was a temporary moratorium on evictions. It was noted that the moratorium would prevent enforcement action for individual evictions, for a maximum of six months, in the private and social rented sector except in a number of limited circumstances. The report advised that the Bill had been passed by the Scottish Parliament on 6 October 2022.

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



## 12 **Communities and Housing Services - Service Improvement Plan 2022/22 Mid-Year Monitoring Report**

There was submitted a report by the Director of Communities & Housing Services relative to the performance and achievements of Communities & Housing Services during the period 1 April to 30 September 2022.

The report stated that the Service Improvement Plan 2022/25 for Communities and Housing Services, approved at the meeting of this Policy Board held on 7 June 2022, sets out the priorities for the development of the service over a three-year period, the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impacts could be measured. Since the Service Improvement Plan had been developed, Council had approved a new five-year Council Plan at its meeting held on 29 September 2022. Consequently, minor changes had been made to the Service Improvement Plan to align it to the themes in the new Council Plan and the refreshed Community Plan.

The report provided details of the key achievements of the Service during the period; an update on changes made to the action plan and scorecard to reflect the new Council Plan themes; a progress update on implementing the action plan linked to the 2022/25 Service Improvement Plan; an assessment of performance in relation to the service scorecard of core performance indicators; and an overview of priorities for the service over the next six months. The report also indicated that the Service had made good progress in delivering positive outcomes for Renfrewshire and its residents. This included through the actions within the Service Improvement Plan and additional areas of priority/ focus which had subsequently arisen over the first six months of 2022/23, such as the increasing support and participation of the Council in dealing with refugee and resettlement programmes and the cost of living crisis.

### **DECIDED:**

(a) That the progress to date on delivering the actions contained within the Communities & Housing Services Service Improvement Plan 2022/25 be noted;

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

(c) That otherwise the report be noted.

## 13 **Prohibition of Smoking Outside Hospital Buildings**

There was submitted a report by the Director of Communities & Housing Services relative to The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022 and the proposed local enforcement approach to be adopted.

The report advised that during 2017, the Scottish Government had informed of the intention to introduce new legislation to address concerns about persons smoking within the immediate environs of hospital buildings. The benefits, in terms of the public health agenda, of introducing statutory no-smoking areas around hospital buildings were detailed. It was noted that progress on the introduction of the legislation had been suspended due to the Covid-19 pandemic. The Prohibition of Smoking Outside

Hospital Buildings (Scotland) Regulations 2022, effective from 5 September 2022, introduced new offences for knowingly permitting smoking and for smoking within fifteen metres of hospital buildings, with an additional offence for not displaying signage at hospitals to make persons aware of the requirement. Local authorities and Police Scotland had enforcement powers to issue fixed penalty notices where persons breached the requirements of the Regulations and to report offences to the Procurator Fiscal. The report indicated that locally it was the intention that enforcement would be intelligence-led and follow the 4E's approach, engage, educate, encourage and enforce, with a principle focus on Education and Encouragement. The report highlighted that enforcement would only be actioned as a last resort. It was noted that NHS Greater Glasgow & Clyde Health Board was working with the four local authorities which had hospitals within the Board area to ensure consistency of approach and to resolve potential issues with compliance in terms of the legal obligations placed upon.

**DECIDED:** That implementation of the new Regulations be noted and that it also be noted that a further report providing an update on enforcement activity in respect of the new legislation would be submitted to a future meeting of this Policy Board.

#### 14 **The Introduction of the Environmental Protection (Single-use Plastic Products) (Scotland) Regulations 2021**

There was submitted a report by the Director of Communities & Housing Services relative to the Environmental Protection (Single-use Plastic Products) (Scotland) Regulations 2021.

The Clerk advised that an additional recommendation required to be added to those detailed within the report. The terms of the additional recommendation were "That the Environmental Protection Act 1990 be added to undernote B which followed paragraph 56 of the delegations to the Director of Communities & Housing Services in the Council's Scheme of Delegated Functions."

The report made reference to the perceived need to address littering and the 'throw away' culture in the UK and create a shift towards a circular economy in Scotland. In this connection the Scottish Government had brought into force the Environmental Protection (Single-use Plastic Products) (Scotland) Regulations 2021, which from 12 August 2022 banned the commercial manufacture and supply of single-use plastic items in Scotland unless an exemption applied. A full list of the single-use plastic items banned in terms of the Regulations was provided within the report together with a summary of the exemptions applicable. It was noted that supply also included businesses making donations or gifts of items. Furthermore, it was highlighted that an exemption from the UK Internal Market Act had been granted to avoid conflicts. The report also highlighted that the introduction of the legislation was not as a statutory function and would lead to increased demand on resources and would not be funded by Government at a time when demand on business regulation services was already exceedingly high.

#### **DECIDED:**

(a) That the introduction of the Environmental Protection (Single-use Plastic Products) (Scotland) Regulations 2022 be welcomed and noted;

(b) That the support for businesses and enforcement approach to be implemented, as

set out in section 3 of the report, be agreed;

(c) That the inspection of premises be aligned to other planned interventions to minimise additional resource demands;

(d) That authority be delegated to the Director of Communities & Housing Services to authorise officers under the Environmental Protection (Single-use Plastic Products) (Scotland) Regulations 2021; and

**ND** (e) That the Environmental Protection Act 1990 be added to undernote B which followed paragraph 56 of the delegations to the Director of Communities & Housing Services in the Council's Scheme of Delegated Functions."

## 15 **Year 1 Progress - Community Learning and Development Strategy 2021/24**

There was submitted a report by the Director of Communities & Housing Services relative to delivery, during 2021/22, of the Renfrewshire's Community Learning and Development (CLD) Strategy 2021/24.

The report advised that in Scotland the actions and activities of CLD services were underpinned by the shared values identified by the Community Learning and Development Standards Council: It was highlighted that Renfrewshire's Community Learning and Development Strategy 2021/24 and Action Plan had been considered and approved at the meeting of the former Communities, Housing and Planning Policy Board held on 17 August 2021 and that the strategy had been developed in partnership with a wide range of statutory, voluntary and community groups, including individuals, to enable successful delivery of community learning development activities aligned to Renfrewshire's Community Plan Vision and priorities. The report was the first annual update and detailed the significant progress achieved during 2021/22, the first year of the CLD Strategy, in terms of delivery of the agreed outcomes and actions. The report provided a summary update on the progress achieved during 2021/22, which was detailed more fully within the Appendix to the report. It was noted that progress achieved during 2021/22 was structured across the themes of Service Review; Service Development and Service Achievements; Digital Inclusion; Universal Provision; Targeted Provision; and Community Capacity/Connecting Communities. There had been a focus on working actively and collaboratively with a wide range of partners towards the recovery of local communities and building back services from the impact of the Covid-19 pandemic to achieve better outcomes and opportunities for everyone in Renfrewshire. It was highlighted that the report also formed part of the governance and monitoring arrangements and referenced the significant contribution made by a wide range of partners to deliver on the actions, priorities, and vision of the CLD Strategy 2021/24.

The report intimated that a service review and restructure had been completed to ensure that resources and capacity were in place to continue to support communities and build their capacity. In addition, individual, family and lifelong learning had been developed to ensure that all residents could have the opportunity to grow and thrive within their community.

### **DECIDED:**

(a) That the progress achieved during 2021/22, as a result of the support and

contribution of a wide range of partners, be noted; and

(b) That it be agreed further updates on progress in terms of the Community Learning and Development Strategy be provided on an annual basis.

## 16 **Summer of Fun 2022**

There was submitted a report by the Director of Communities & Housing Services relative to the multi-agency, universal and targeted work developed and delivered across Renfrewshire throughout the summer holiday period as part of the 2022 Summer Holiday Provision initiative.

The report made reference to the £10 million allocated to local authorities by CoSLA in line with the Scottish Government's commitment for targeted provision of accessible activities, childcare and food for 5–14 year-old children from low-income families during the 2022 school summer holiday period. It was highlighted that the Scottish Government wanted a particular focus to be on 6 main targeted groups who were especially vulnerable to falling into poverty: (i) lone parent families; (ii) ethnic minority families; (iii) those with a disability; (iv) mothers under 25; (v) those with a child under one year of age; and (vi) those with more than 3 children. Renfrewshire Council had been allocated £292,415 of the funding, which had been used to deliver a highly successful programme of activities for children, families and young people, which encouraged them to access a wide range of activities and healthy food. Almost 1,000 individual children had benefitted from activities over the summer period. A summary of the final detailed evaluation report, which had been submitted to the Scottish Government, was attached as an appendix to the report.

### **DECIDED:**

(a) That the ambitious and successful Summer of Fun programme, set out in section 3 of the report, developed and delivered during the summer of 2022 in Renfrewshire be noted; and

(b) That the summarised version of the comprehensive evaluation report, a copy of which was appended to the report, submitted to the Scottish Government in compliance with the submission deadline date, be noted.

## 17 **Community Justice update and annual return 2021/22**

There was submitted a report by the Director of Children's Services relative to the Community Justice Renfrewshire Annual Report 2021/22, a copy of the template for which was appended to the report.

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

The Community Justice Renfrewshire Annual Report, covering the period 1 April 2021

to 31 March 2022, required to be published and submitted to Community Justice Scotland by 30 September 2022. The template for the annual report had been produced by Community Justice Scotland to assist local partnerships to capture a range of data in a way that allowed local partners to highlight key aspects of community justice activities, outcomes and improvements over the specified period without it being onerous or time/resource demanding. It was highlighted that maintaining and recovering operational services during the Covid-19 pandemic and the continued inability to recruit to the Lead Officer Community Justice Position, had resulted in delays. The report also indicated that Renfrewshire's CJOIP had been due to be updated by April 2021, however in recognition of the impact of the Covid-19 pandemic on taking forward actions, it had been agreed by Community Justice Scotland (CJS) that Plans due for submission in 2021 could continue until 31 December 2021. The Scottish Government (SG) and CJS had issued a joint statement during May 2021 in relation to the review of the National Strategy for Community Justice and Review of the Outcomes, Performance, and Improvement Framework. This had been planned for March 2022 but had been published on 30 June 2022. Given that local authorities required to review their CJOIPs after the publication of these frameworks it had been agreed that it was pragmatic for local authorities to delay publication. On that basis it was proposed that Renfrewshire utilised this time to develop its CJOIP for 2023/26.

### **DECIDED:**

(a) That the Reporting Template for the Community Justice Renfrewshire Annual Report 2021/22, a copy of which was appended to the report, be approved;

(b) That it be noted that the Community Justice Renfrewshire Annual Report Template 2021/22 had been submitted to Community Justice Scotland in draft format and, subject to approval and/or amendment by this Policy Board, the finalised Report would be submitted and published;

(c) That the Criminal Justice Services Manager be authorised to make minimal changes to the report if required, prior to publication; and

(d) That it be noted that Community Justice Renfrewshire was set to begin a strategic needs and strengths assessment to develop the Renfrewshire Community Justice Outcome Improvement Plan 2023/26, following the review of the National Strategy for Community Justice and Outcomes, Performance and Improvement Framework.

## **18 Disposal of Land to the Rear of 18 Blackstoun Avenue, Linwood**

There was submitted a report by the Chief Executive relative to the proposed disposal of land to the rear of 18 Blackstoun Avenue, Linwood.

The report advised that the occupiers of 18 Blackstoun Avenue, Linwood had expressed an interest in acquiring the Council's title for land to the rear of 18 Blackstoun Avenue, Linwood, identified on the plan appended to the report, which was currently allocated for use by the occupiers of 16 Blackstoun Avenue, Linwood. The area of land, which was held on the Housing Revenue Account, extended to 101m<sup>2</sup> and was an area of garden ground. The proposed acquisition would facilitate additional garden ground for use by the owner of 18 Blackstoun Avenue, Linwood. The occupiers of number 16 did not use the land as there was sufficient garden ground located directly to the rear of their property. The Head of Economy &

Development had confirmed that the area of land had no operational requirement and he was not opposed to the land being declared surplus to the Council's requirements. Discussions had taken place with the occupiers of 16 Blackstoun Avenue, Linwood and a purchase price agreed subject to the ground being declared surplus to the Council's requirements by this Policy Board. It was noted that the Head of Economy & Development would utilise his delegated authority, in view of the value of the land, should it be deemed surplus to requirements by the Policy Board.

**DECIDED:**

(a) That the area of land located to the rear of 18 Blackstoun Avenue, Linwood, as shown on Plan E3166, a copy of which was appended to the report, be declared as surplus to requirements, with a view to disposing to the adjacent owner;

(b) That the sale thereof to the adjoining proprietier of 18 Blackstoun Avenue, Linwood on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers be authorised;

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

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

## 19 **Disposal of Land to the Rear of 14 New Street Kilbarchan**

There was submitted a report by the Chief Executive relative to the proposed disposal of land to the rear of 14 New Street, Kilbarchan.

The report advised that the owners of 14 New Street, Kilbarchan had expressed an interest in acquiring the Council's title for land to the rear of 14 New Street, Kilbarchan, identified on the plan appended to the report and that the occupiers of the adjoining properties on Steeple Street, Kilbarchan had confirmed that they did not wish to acquire the site. The area of land, which was held on the Housing Revenue Account, extended to 90m<sup>2</sup> and was an area of open ground. The proposed acquisition would facilitate off street parking and an electric charging point. It was highlighted that the land sold would be subject to an obligation to pay a share of maintenance and repair costs for the adjacent access lane, which is within Council ownership. The Head of Economy & Development had confirmed that the area of land had no operational requirement and he was not opposed to the land being declared surplus to the Council's requirements. Discussions had taken place with the owners of 14 New Street, Kilbarchan and a purchase price agreed subject to the ground being declared surplus to the Council's requirements by this Policy Board. It was noted that the Head of Economy & Development would utilise his delegated authority, in view of the value of the land, should it be deemed surplus to requirements by the Policy Board.

**DECIDED:**

(a) That the area of land located to the rear of 14 New Street, Kilbarchan , as shown on Plan E3187, a copy of which was appended to the report, be declared as surplus

to requirements, with a view to disposing of to the adjacent owner;

(b) That the sale thereof to the adjoining proprietors of 14 New Street, Kilbarchan on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers be authorised;

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

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





## Minute of Meeting

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

Date	Time	Venue
Tuesday, 16 August 2022	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Robert Innes, Councillor Janis McDonald, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor Iain McMillan

#### Chair

Councillor McGurk, Convenor, presided.

#### In Attendance

C Dalrymple, Communities & Regulatory Manager (Communities & Housing Services); Euan Gray, Senior Committee Services Officer; D Cunningham, Assistant Democratic Services Officer and D Pole, End User Technician (all Finance & Resources).

#### Also in Attendance

D Duncan, Divisional Commander (Police Scotland); M Hill, Group Manager, and Ian Sim, Station Commander) (both Scottish Fire & Rescue Service).

#### Declarations of Interest

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

#### Webcasting of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be webcast via the Council's website. Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## 1 **Consultation on the Scottish Fire and Rescue Service Draft Strategic Plan 2022-25**

The Sub-committee were advised that the Scottish Fire and Rescue Draft Strategic Plan 2022/2025 had been launched previously for public consultation. A paper had previously been presented to the Police and Fire & Rescue Scrutiny Sub-committee on 18 January 2022. At the Police and Fire & Rescue Scrutiny Sub-committee on 7 June 2022 a spotlight on the Strategic Plan was provided by the Area Commander and Group Commander to members.

The outcomes contained within the Strategic Plan aligned with the seven strategic priorities set against the Scottish Government Fire and Rescue Framework for Scotland 2022. The report detailed the response submitted by Renfrewshire Council and advised that the consultation could be found on the Consultation Hub at – <https://firescotland.citizenspace.com/planning-and-performance/draft-strategic-plan-2022-25/>.

The response from the Council was submitted within the timescale set by the Scottish Fire and Rescue Service with the final date for submissions to the consultation being 10 July 2022.

### **DECIDED:**

(a) That the Consultation on the Scottish Fire and Rescue Draft Strategic Plan 2022/2025 be noted; and

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

## 2 **SFRS - Quarterly Performance Report 1.4.22 - 30.6.22**

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 April to 30 June 2022.

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

Accidental Dwelling Fires had decreased by 31% (15 incidents) from Q1 2021/22. Cooking remained the most common source of ignition within Renfrewshire. No firefighting action was required in 35% (12) of the cases, distraction was the cause in 41% (14) with alcohol/drug impairment being the cause in 24% (8) of the cases. The report advised that detection devices were installed in 27 of the 34 incidents and 89% of them had operated and raised the alarm.

There was a decrease of 93% from 15 to one dwelling fire casualty for the reporting period. The injuries sustained by the casualty were slight in nature requiring First Aid at the scene.

Non-fire casualties increased by 3 from this period last year with a total of 28 casualties. Of the 28 casualties 14 were as a result of Road Traffic Collisions (50%). Incidents involving Assisting Other Agencies accounted for 36% (10 incidents) of all the activity within this indicator. Tragically, 3 fatalities were recorded this period from 2 incidents where we were assisting partners and a third incident involving a suicide.

The report indicated that Unwanted Fire Alarm Signals (UFAS) increased by 10% (20 incidents) year on year. Of the UFAS incident recorded 14% (32) were in Hospital premises, Residential Care homes accounted for 11% (25 incidents) with 49% (111 incidents) found to be as a result of human interactions, for example, not isolating the system before testing, cooking, smoking etc.

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

### 3 **Police Scotland Performance Report 1.4.22 - 30.6.22**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April to 30 June 2022. The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in Police Scotland's Policing Priorities 2018-22, comparisons were made against the previous five-year average.

The volume of recorded crime and offences had fallen by 1.9% on the five-year average, however had risen by 6.0% on the previous year. Crime categories which increased in recorded volume against the previous five-year average were crimes of violence, sexual crimes, crimes of dishonesty, domestic abuse and common assault. These had risen by 26.5%, 19.5%, 7.2%, 13.1% and 6.4% respectively, compared to the five-year averages. The percentage increase of those categories detailed had been impacted by COVID-19 pandemic when many restrictions were in place which had significantly reduced the number of crimes committed.

The report provided, in an infographics format, local updates in relation to Renfrewshire Policing Priorities 2018-22 of drug supply and misuse; violence & antisocial behaviour; dishonesty and road safety. Drug dealing and misuse continued to be a priority area for attention in Renfrewshire as communities advised that they were concerned about the harm caused. However, even with continued focus and proactivity on the issue, there had been a decrease of 19.8% in the number of detected drug supply offences, compared to the previous five-year average. In the reporting period, 26 crimes had been reported to the Crown.

There were 265 recorded missing persons incidents, an increase of 143.1% on the previous year. Over 18% of the total number of incidents related to the five most frequent missing persons within Renfrewshire, all of whom were young people aged under 19 years. Around 86% of all missing persons in Renfrewshire belonged in this age category. Young Persons' Units continued to feature predominantly amongst the most common locations for missing persons incidents (44%). Over 70% of all missing people were traced within 24 hours, with over 48% of all missing people being traced within 12 hours.

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

#### 4 **Local Issues**

Councillor McMillan raised concerns around the increasing use of e-scooters on pavements causing a danger to pedestrians. Councillor McEwan echoed these concerns and advised it would be helpful if the police were able to share statistics on e-scooter use.

Councillor McMillan also raised concerns around the volume of traffic at the junction between High Street and Macdowall Street in Johnstone which when combined with the number of cars parked on Mill Brae was becoming increasingly hazardous. The Communities & Regulatory Manager agreed to meet with Councillor McMillan privately to discuss his concerns in greater detail.

Councillor Innes highlighted reports that water safety equipment along the River Gryffe in Houston and Bridge of Weir had been the target of repeated vandalism and queried whether it would be possible for action to be taken to increase surveillance and safety checks.

**DECIDED:** That the information provided be noted.

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 26 October 2022	10:00	Remotely by MS Teams,

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

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

C Hunter, Environmental Health Public Health Manager (Communities and Housing Services) item 1 only; and D Campbell, Assistant Managing Solicitor (Licensing), R Graham, Senior Solicitor (Litigation & Regulatory Services), P Shiach, Senior Committee Services Officer, J Barron, Assistant Committee Services Officer, D Pole, End User Technician and E Graham, J Arthur, K Marriott, R McCallum and S Kerr all Administrative Assistants (all Finance and Resources).

### Recording 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.

### Apologies

Councillors Hood, Montgomery, Mullin and Rodden.

### Declarations of Interest

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

## 1 **Registration of Private Landlords: Applications Refused under Delegated Authority**

Under reference to item 1 of the Minute of the meeting of this Board held on 8 June 2022, there was submitted a report by the Director of Finance and Resources providing an update in relation to applications for landlord registration refused by officers under delegated powers.

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

The report advised that a further 59 applications for landlord registration were refused by officers in the period from 14 May to 4 October, both 2022, due to landlords' failure to confirm full compliance with their legal responsibilities. Further, that the backlog in landlord registration applications previously reported to the Board had now been cleared, with the exception of a very small number of applications with particular issues which would be more appropriately considered at the Board.

### **DECIDED:**

(a) That the report be noted; and

(b) That an update report on the number of applications refused by officers be submitted to the Board on a six-monthly basis.

## 2 **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: John Omand

Variation: exception to policy and standard condition 1  
Licence No.: PH1310

There was no appearance by or on behalf of Mr Omand. The Convener proposed that the application be considered in Mr Omand's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Omand to continue to operate his present vehicle, registration number YA15 LXO for a period of one year from 20 July 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mr Omand's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Omand to continue to operate his present vehicle, registration number YA15 L XO for a period of one year from 20 July 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

(b) Applicant: Shahriar Al-Ahmed

Variation: exception to policy and standard condition 1

Licence No.: PH1285

Mr Al-Ahmed, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Al-Ahmed's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Al-Ahmed to continue to operate his present vehicle, registration number LB15 WNN for a period of one year from 28 August 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mr Al-Ahmed's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Al-Ahmed to continue to operate his present vehicle, registration number LB15 WNN for a period of one year from 28 August 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

(c) Applicant: Andrew Campbell

Variation: exception to policy and standard condition 1

Licence No.: PH1208

Mr Campbell, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Campbell's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Campbell to continue to operate his present vehicle, registration number SA64 URH for a period of one year from 19 September 2022, subject to the vehicle being tested at three-monthly intervals. 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 continue to operate his present vehicle, registration number SA64 URH for a period of one year from 19 September 2022, subject to the vehicle being tested at three-monthly intervals.

(d) Applicant: Aaisha Farooq

Variation: exception to policy and standard condition 1

Licence No.: PH1176

Mrs Farooq, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mrs Farooq's application for variation be granted and that standard condition 1 of his licence be amended to enable Mrs Farooq to continue to operate her present vehicle, registration number BU65 AEE for a period of one year from 2 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mrs Farooq's application for variation be granted and that standard condition 1 of his licence be amended to enable Mrs Farooq to continue to operate her present vehicle, registration number BU65 AEE for a period of one year from 2 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

### 3 **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: Robert Logan

Variation: exception to policy and standard condition 22

Licence No.: TX128

Mr Logan, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Logan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Logan to continue to operate his present vehicle, registration number SF64 DNE for a period of one year from 1 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mr Logan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Logan to continue to operate his present vehicle, registration number SF64 DNE for a period of one year from 1 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

(b) Applicant: Robert McCue

Variation: exception to policy and standard condition 22

Licence No.: TX075

Mrs McCue, the applicant's spouse, joined the meeting on behalf of Mr McCue by video call. After consideration of all matters before the Board, the Convener proposed that Mr McCue's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McCue to continue to operate his present vehicle, registration number SF13 NLA for a period of one year from 22 July 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

**DECIDED:** That Mr McCue's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McCue to continue to operate his present vehicle, registration number SF13 NLA for a period of one year from 22 July 2022, subject to the vehicle being tested at three-monthly intervals.

(c)(i) Applicant: Paisley Taxis Ltd

Variation: exception to policy and standard condition 22 - extension of operating life of vehicle

Licence No.: TX224



Mr Allan, on behalf of Paisley Taxis Ltd, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application by Paisley Taxis Ltd for variation be granted and that standard condition 22 of the licence be amended to enable the applicant to continue to operate the present vehicle, registration number SF14 FSA for a period of one year from 11 August 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

**DECIDED:** That the application by Paisley Taxis Ltd for variation be granted and that standard condition 22 of the licence be amended to enable the applicant to continue to operate the present vehicle, registration number SF14 FSA for a period of one year from 11 August 2022, subject to the vehicle being tested at three-monthly intervals.

(c)(ii) Applicant: Paisley Taxis Ltd

Variation: exception to policy and standard condition 22 - allow vehicle to be a colour other than white

Licence No.: TX224

Mr Allan, on behalf of Paisley Taxis Ltd, the applicant, remained in the meeting by video call following consideration of the preceding item of business. After consideration of all matters before the Board, the Board adjourned to allow members to consider the application. The meeting was reconvened and the Convener proposed that the application for variation be refused. This was agreed.

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

## **Adjournment**

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

(d) Applicant: William Mottram

Variation: exception to policy and standard condition 22

Licence No.: TX028

Mr Mottram, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Mottram's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mottram to continue to operate his present vehicle, registration number SF64 DTX for a period of one year from 1 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mr Mottram's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mottram to continue to operate his present vehicle, registration number SF64 DTX for a period of one year from 1 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

(e) Applicant: Stuart Irving

Variation: exception to policy and standard condition 22

Licence No.: TX208

Mr Irving, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Irving's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Irving to continue to operate his present vehicle, registration number SJ64 EKA for a period of one year from 11 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022. This was agreed unanimously.

**DECIDED:** That Mr Irving's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Irving to continue to operate his present vehicle, registration number SJ64 EKA for a period of one year from 11 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days of 26 October 2022.

### **Order of Business**

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 3(i) of the agenda before item 3(f) of the agenda.

(f) Applicant: Shahzad Malik

Variation: exception to policy and standard condition 22

Licence No.: TX079

Mr Malik, the applicant, joined the meeting by telephone call together with his son. 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 continue to operate his present vehicle, registration number SG14 RYF for a period of one year from 30 September 2022, subject to the vehicle being tested at three-monthly intervals. 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 continue to operate his present vehicle, registration number SG14 RYF for a period of one year from 30 September 2022, subject to the vehicle being tested at three-monthly intervals.

(g) Applicant: Archie McLellan

Variation: exception to policy and standard condition 22

Licence No.: TX052

Mr McLellan, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr McLellan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McLellan to continue to operate his present vehicle, registration number SJ63 BXX for a period of one year from 2 September 2022, subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

**DECIDED:** That Mr McLellan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr McLellan to continue to operate his present vehicle, registration number SJ63 BXX for a period of one year from 2 September 2022, subject to the vehicle being tested at three-monthly intervals.

(h) Applicant: Malcolm Mearns

Variation: exception to policy and standard condition 22

Licence No.: TX194

There was no appearance by or on behalf of Mr Mearns, the applicant. The Convener proposed that the application be considered in Mearns' absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Mearns' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mearns to continue to operate his present vehicle, registration number SD63 DNN for a period of one year from 1 October 2022 subject to the vehicle being tested at three-monthly intervals. This was agreed unanimously.

**DECIDED:** That Mr Mearns' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Mearns to continue to operate his present vehicle, registration number SD63 DNN for a period of one year from 1 October 2022, subject to the vehicle being tested at three-monthly intervals.

(i) Applicant: James Liddell

Variation: exception to policy and standard condition 22

Licence No.: TX134

Mr Liddell, the applicant, joined the meeting by video call. 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 continue to operate his present vehicle, registration number SN14 AEO for a period of one year from 7 October 2022, subject to the vehicle being tested at three-monthly intervals. 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 continue to operate his present vehicle, registration number SN14 AEO for a period of one year from 7 October 2022, subject to the vehicle being tested at three-monthly intervals.

## **Adjournment**

The meeting adjourned at 12.10pm and resumed at 1.30pm.

## **EXCLUSION OF PRESS AND PUBLIC**

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

#### 4 **Grant of Private Hire Car Drivers' Licences – Personal Appearances**

Under reference to items 12(b), 12(d) and 12(e) of the Minute of the meeting of this Board held on 1 September 2022 consideration was resumed of applications (a), (b) and (c) and there was submitted application (d) for grant of Private Hire Car Drivers' Licences. Applicants (a), (b) and (c) had been asked to appear personally for the second time and applicant (d) had been asked to appear personally for the first together with Police Scotland who had submitted an objection to application (b) and representations to applications (c) and (d):-

##### (a) Mahabubul Hoque

Mr Hoque, 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 the applicant to provide further documentation and that the applicant be invited to a future meeting of the Board. This was agreed unanimously.

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

##### (b) Hafiz Saleem

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

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

##### (c) Lennyederson De Jesus Barbosa

Mr Barbosa, the applicant, and Mr Somata joined the meeting by video call, together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that consideration of the application be continued to allow the applicant to provide further documentation 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 the applicant be invited to a future meeting of the Board.

##### (d) Stephen Whitelaw

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

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

## 5 **Renewal of Private Hire Car Driver's Licence – Personal Appearance**

Under reference to items 12 and 10 of the Minutes of the meetings of this Board held on 16 March 2022 and 17 August 2022 respectively consideration was resumed of the undernoted application for renewal of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the third time together with Police Scotland who had submitted an objection and a further letter in relation to that objection received outwith the statutory timescale in relation to this application:-

Applicant: Ian Anderson  
Licence No.: P6285

Mr Anderson, the applicant, joined the meeting by video call together with Sergeant Moore-McGrath, who also joined the meeting by video call, on behalf of the Chief Constable who had submitted an objection and a further letter in relation to that objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the further letter in relation to the objection it was decided that the letter would be taken into account when the application was being considered.

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

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

## **Adjournment**

The Board adjourned at 15.10 pm and reconvened at 15.20 pm.

## 6 **Applications for Exemption from Drivers' Duties under Section 165 of the Equality Act 2010 – Personal Appearances**

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

(a) Applicant: Andrew Barr  
Licence No.: T2450

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

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

(b) Applicant: Andrew McCallum  
Licence No.: T2516

There was no appearance for or on behalf of Mr McCallum, the applicant. The Convener proposed that the application be considered in Mr McCallum's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr McCallum's Taxi Driver's Licence. This was agreed unanimously.

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

### **Declaration of Interest**

At this point in the meeting, Councillor Hughes declared a non-financial interest in the following application as the applicant was known to her. Councillor Hughes left the meeting and took no part in any discussion or voting thereon.

(c) Applicant: James Tiffoney  
Licence No.: T0171

There was no appearance for or on behalf of Mr Tiffoney, the applicant. The Convener proposed that the application be considered in Mr Tiffoney's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that the application be granted for the duration of Mr Tiffoney's current Taxi Driver's Licence. This was agreed unanimously.

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

(d) Applicant: Stuart McCullagh  
Licence No.: T0020

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

## **7 Application for Landlord Registration - Personal Appearance**

There was submitted the undernoted application for renewal of Private Landlord Registration. The applicant had been asked to appear personally for the first time: -

Helen Symington  
Registration No.: 45241/350/01470

Ms Symington, 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 the applicant to carry out the work required to achieve compliance of the statutory obligations 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 the applicant be invited to a future meeting of the Board.





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

Date	Time	Venue
Thursday, 27 October 2022	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillor Stephen Burns, Councillor Chris Gilmour, Councillor Alec Leishman, Councillor Andy Steel.

### CHAIR

Councillor Burns, Convener, presided.

### IN ATTENDANCE

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

### APOLOGY

Councillor Mullin

### DECLARATIONS OF INTEREST

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

### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **ENVIRONMENT & INFRASTRUCTURE SERVICES**

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure Services following the termination of his employment.

The appellant was not in attendance. D Smith, Trades Union Representative was in attendance. G Hannah Infrastructure, Transportation & Change Manager (Environment & Infrastructure) and K Clark, Principal HR and OD Manager (Finance & Resources) represented management.

Having heard Mr Smith in relation to the appellant's absence, the Panel adjourned to allow members to consider the appeal. The meeting was re-convened and the Convener proposed that consideration of the appeal be continued to allow the appellant a further opportunity to appear before the Panel. This was agreed unanimously.

**DECIDED:** That consideration of the appeal be continued to allow the appellant a further opportunity to appear before the Panel.

## Minute of Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 27 October 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Rodden, Convener, presided.

### In Attendance

S Quinn, Director of Children's Services; J Connolly, Senior Communications Officer (Chief Executive's); J Calder, Head of Service (Curriculum & Quality), T McGillivray, Head of Education, J Trainer, Head of Childcare & Criminal Justice, K McDonagh, Education Manager and S Hughes, Early Years Education & Childcare Development Officer (all Children's Services); and M Conaghan, Head of Corporate Governance, R Conway, Finance Manager, E Gray, Senior Committee Services Officer, J Barron and D Cunningham, both Assistant Committee Services Officers and B Dalziel and D Pole, both End User Technicians (all Finance & Resources).

### Webcasting of Meeting

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

### Apologies

Mary-Jane Bird, Jack Nellaney and Ravinder Singh.

## Transparency Statement

Councillor Paterson indicated that he had a connection to item 9 by reason of having a child who attended a funded nursery provider but was not in receipt of 1140 early learning and childcare funding. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Innes indicated that he had a connection to item 9 by reason of having a child who attended a funded nursery provider but was not in receipt of 1140 early learning and childcare funding. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

Councillor Airlie-Nicolson indicated that she had a connection to item 7 by reason of being employed by Quarriers who provide residential childcare. However, she indicated that she had applied the objective test and did not consider she had an interest to declare.

### 1 Revenue and Capital Budget Monitoring as at 16 September 2022

There was submitted a joint revenue and capital budget monitoring report by the Directors of Children's Services and Finance & Resources for the period to 16 September 2022.

The projected Revenue outturn at 31 March 2023 for Children's Services was an overspend of £5.434 million (2.4%) against the revised budget for the year. The projected Capital outturn at 31 March 2023 for Children's Services was an underspend of £0.100 million (0.6%).

#### **DECIDED:**

(a) That the projected Revenue outturn position for Children's Services detailed in Table 1 of the report be noted, and further note that the forecast position was based on best estimates and confirmed government support at this point in time; forecasts were likely to be subject to fluctuation as the year progressed;

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

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

### 2 Children's Services Service Improvement Plan 2022/23 Mid-Year Monitoring Report

There was submitted a report by the Director of Children's Services relative to the Children's Services Service Improvement Plan 2022/23 mid-report which provided an update on the performance of Children's Services for the 12-month period. The associated action plan was appended to the report.

The report intimated that while operating through different levels of Covid-19 restrictions the service was able to deliver on all of its priorities. A number of achievements attained throughout the year to date were also set out.

**DECIDED:**

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

(b) That the achievements of Children's Services during the first six months of 2022/23 which fell within the remit of this board be noted.

### 3 **Education Standards & Quality Report September 2022 Education Improvement Plan 2022/23**

There was submitted a report by the Director of Children's Services relative to the Council's annual Education Standards & Quality Report (September 2022) and Education Improvement Plan (2022/23), which were both appended to the report.

The report advised that both the Education Standards & Quality Report and Education Improvement Plan aligned to the National Improvement Framework for Scottish education and set out the data inputs which were used to produce the content and assess progress of the priorities for 2021/22. It was noted that despite pandemic related challenges, such as pupil and staff absences, significant progress was made towards achieving these priorities.

The report made reference to the five priority areas for 2022/23 as well as setting out the portfolio planning approach which would be used to help achieve these. Full details on each were included in the appended Education Improvement Plan.

**DECIDED:** That the content of the Education Standards & Quality Report (September 2022) as set out at Appendix 1 to the report and Education Improvement Plan (2022/23) as set out at Appendix 2 be noted.

### 4 **National Qualifications Results 2022**

There was submitted a report by the Director of Children's Services relative to attainment in the Scottish Qualification Authority National Qualifications in 2022 based on key measures contained within the Insight benchmarking tool.

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

**DECIDED:**

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

(b) That the efforts of pupils and the school communities in achieving these results be noted; and

(c) That it be noted that a further report would be brought to this Policy Board when leavers data became available.

## 5 **West Partnership Regional Improvement Collaborative: Evaluation Report 2021-2022 and Improvement Plan 2022- 2023**

There was submitted a report by the Director of Children's Services relative to the evaluation of work undertaken by the West Partnership (Glasgow Region Education Improvement Collaborative) in 2021/22 as well as details on the development of the Improvement Plan for 2022/23. Both the Evaluation Report and the Improvement Plan were appended to the report.

The report captured the progress made against the three main West Partnership workstreams for 2021/22: Wellbeing for Learning, Leadership, Empowerment & Improvement and Curriculum, Learning, Teaching & Assessment. The evaluation process was detailed as well as the process which was followed to develop the improvement plan for 2022/23.

**DECIDED:** That the content of the Evaluation Report, as set out at Appendix 1 to the report, and Improvement Plan, as set out at Appendix 2, be approved.

## 6 **Standard Circular 3a - Early Learning and Childcare Admission Policy**

There was submitted a report by the Director of Children's Services relative to the review and proposed revision to Standard Circular 3a which detailed the Early Year's Admissions Policy and guidance on the implementation of the policy. The policy was set out at Appendix 1 to the report.

This report advised of an amendment to the policy to reflect a change in the legislation on primary one deferral and early learning and childcare eligibility.

**DECIDED:** That the revised Standard Circular 3a: Early Learning and Childcare Admissions Policy, as set out at Appendix 1 to the report, be approved.

## 7 **Looked After Children and Child Protection Update**

Under reference to item 7 of the Minute of the meeting of this Board held on 9 June 2022, there was submitted a report by the Director of Children's Services relative to Renfrewshire's looked after children and child protection work.

At the meeting of this Policy Board held on 9 June 2022, members considered a report on the annual census of looked after children and child protection and agreed that information on Renfrewshire's looked after children and child protection work would be presented to Board on a regular basis.

The report provided information on the number of looked after children in Renfrewshire and on the number of children on the Renfrewshire Child Protection Register on 30 September 2022. Trend analysis of the previous three census periods was set out along with comments on the long-term trends in relation to looked after children and child protection in Renfrewshire since 2012 when the council adopted the following strategic aims: to reduce the number of looked after children; to reduce the number of children in external foster care; and to support kinship care where it was the best care option for children.

**DECIDED:**

(a) That the number of looked after children in Renfrewshire on 30 September 2022 be noted;

(b) That the number of children on the Renfrewshire child protection register on 30 September 2022 be noted: and

(c) That the information relating to Renfrewshire's looked after children and child protection be presented to this Policy Board after 31 March 2023.

## 8 **Keeping Brothers and Sisters Together – Progress Report**

There was submitted a report by the Director of Children's Services relative to the steps being taken to ensure that children who were accommodated by the Council were not placed separately from their brothers and sisters.

The issue of siblings being placed in separate placements was highlighted by the Independent Care Review and was identified as a priority area by the Children's Champions Board in Renfrewshire. The Children's Champions Board produced a report, "Keeping Brothers and Sisters Together", which recommended practice improvements to keep more brothers and sisters together in care. This report was presented to this Policy Board held on 20 May 2021. After considering the report, the Policy Board approved the "Keeping brothers and sisters together policy". The report provided an overview of the first year of the implementation of the policy.

**DECIDED:** That the progress of the first year's implementation of the Keeping Brothers and Sisters Together Policy be noted.

## 9 **Early Learning and Childcare – Sustainable Rates to Approved Funded Providers**

There was submitted a report by the Director of Children's Services relative to a proposed increase in the hourly rate paid by the Council to Approved Funded Providers (AFPs) for early learning and childcare (ELC).

The report set out the Council's statutory duty to provide early learning and childcare places to all eligible children and gave a background to the Flexible Framework Agreement for Renfrewshire Council Early Learning and Childcare Places which allowed the Council to commission placements in private and voluntary sector nurseries and with childminders (AFPs). There was an expectation from the Scottish Government that the rate paid to AFPs for session 2022/23 be reflective of the cost to deliver and cognisant of inflation and payment of the real Living Wage.

The current rates paid to AFPs were noted as £8.50 for two to three year olds and £5.31 for three to five year olds and the process undertaken to determine a proposed increase in the rate was outlined. The proposed new hourly rate paid to AFPs for the provision of funded early learning and child care was £5.71 for three to five year olds. There was no proposal to increase the rate paid for eligible two to three year olds as Renfrewshire's rate for this age group was one of the highest in Scotland.

Councillor Rodden, seconded by Councillor Paterson, moved:

(a) That an increase to the hourly rate paid to AFPs for the provision of funded ELC from £5.31 to £5.71 for children aged three to five years from 16 August 2022 be approved; and

(b) That the continuation of the existing hourly rate of £8.50 paid for ELC to AFPs for eligible children aged two to three years be approved.

Councillor G Graham, seconded by Councillor Smith moved as an amendment that consideration of the report be continued to a future meeting of this Policy Board to allow further evaluation of the proposed rates, including further consultation with AFPs, to take place.

On the roll being called, the following members voted for the amendment: Councillors Davidson, Grady, G Graham, Gray, Hannigan, McGonigle, McMillan and Smith.

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

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

### **DECIDED:**

(a) That an increase to the hourly rate paid to AFPs for the provision of funded ELC from £5.31 to £5.71 for children aged three to five years from 16 August 2022 be approved; and

(b) That the continuation of the existing hourly rate of £8.50 paid for ELC to AFPs for eligible children aged two to three years be approved.



## Minute of Meeting

### Economy and Regeneration Policy Board

Date	Time	Venue
Tuesday, 01 November 2022	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Steel Convener, presided.

### In Attendance

A Morrison, Head of Economy & Development; R Cooper, Economic Development Manager, B Walker, Programme Director (City Deal & Infrastructure), G Hunter, Chief Economic & Regeneration Officer and D Christie, Senior Communications Officer (all Chief Executive's); and V Howie, Finance Business Partner; D Pole, End User Technician; R Devine and C MacDonald, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

### Webcasting of Meeting

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

### Apology

Councillor McCulloch.

### Declarations of Interest

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

## 1 **Revenue and Capital Budget Monitoring Report**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the projected revenue outturn as at 16 September 2022 for those services reporting to the Economy & Regeneration Board which reported an underspend position of £0.034 million.

The projected capital outturn for projects reporting to this Board as at 31 March 2023 was a breakeven position against the revised budget for the year. Tables 1 and 2 summarised the position and further analysis was provided in the appendices to the report.

The report advised that since consideration of the previous report, capital budget changes totalling £12.702 million had arisen which reflected budget carried forward into 2023/24 from 2022/23 for updated cashflows of £13.146 million and budget brought forward into 2022 from 2023/24 of £0.444 million.

### **DECIDED:**

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

## 2 **Analysis of Renfrewshire's Business Growth Sectors**

There was submitted a report by the Chief Executive relative to the recommendations of the Renfrewshire Growth Sector commission conducted by EKOS limited.

The report advised that Renfrewshire Council was looking at ways to grow the local economy through delivering sustainable business growth and securing economic prosperity within the context of a fast changing and developing external environment. This aligned to the Council's overall Economic Strategy and the evolution of the strategic approach to business development.

At the start of 2022, the Council had identified a need to engage specialist advice as to which sectors Renfrewshire should be targeting to support business growth and secure inward investment. EKOS were commissioned to carry out the work in April 2022 and the research aims, objectives and methodology were outlined within the report. A copy of the report prepared by EKOS was attached as Appendix 1. A summary of the key findings of the commission was provided, together with details of key themes identified, potential risks and challenges and proposed future action.

During discussion, it was agreed that a report be submitted to a future meeting of the Leadership Board and this Policy Board in connection with opportunities for growth of the culture and tourism sector, including the development of tourism at Clyde Muirshiel Country Park; that the potential for temporarily reducing the lease costs of Council premises, to support local small businesses, be investigated; that a comprehensive business directory for Renfrewshire be developed; and that a letter be

issued to both the UK and Scottish Governments seeking urgent action in respect of the impact of the energy crisis on local business.

**DECIDED:**

- (a) That the findings and recommendations of the report be noted;
- (b) That it be noted that the next stage of the commission would consider the Council's Economic Development Service and how to provide an enhanced account managed function to businesses in Renfrewshire's key growth sectors;
- (c) That a report be submitted to a future meeting of the Leadership Board and this Policy Board in connection with opportunities for growth of the culture and tourism sector, including the opportunities to support a regional tourism destination at Clyde Muirshiel Country Park;
- (d) That a comprehensive business directory for Renfrewshire be developed;
- (e) That a letter be issued to both the UK and Scottish Governments seeking urgent action in respect of the impact of the energy crisis on local business; and
- (f) That the potential for temporarily reducing the lease costs of Council premises, to support local small businesses, be investigated.

### 3 **Paisley - Cinema Demand Study**

There was submitted a report by the Chief Executive relative to the Paisley Cinema Demand Study

The report provided a summary of the support provided by the Council to Paisley Community Trust (PCT) as it had developed various proposals for a new cinema and related facilities in Paisley town centre. Specific reference was made to the support the Council provided to PCT during 2021 to develop the business case proposal as a potential project for consideration for the UK Government levelling up fund (LUF). Following completion of that phase of business case development, the project had been assessed as being insufficiently developed to present a credible and robust proposal for consideration by the Council for the LUF bid process and that further development would be required. A Cinema Demand Study had been commissioned by leading independent market experts to assess the potential demand for such a facility in the present context and it had been agreed that the Council would continue to work in partnership with PCT to develop the proposal further as part of identifying several projects suitable for consideration for future LUF bid rounds. It was acknowledged that a pre-requisite for demonstrating the viability of the project, which was intended to operate within a highly competitive commercial market, was the extent to which sustainable customer demand was likely to exist and be secured by the proposed facility. The report detailed the brief for the Study, the key findings, PCT's response to the Study and outlined conclusions made by officers.

**DECIDED:**

- (a) That the conclusions from the independent Cinema Demand Study commissioned for Paisley Town Centre in 2022 be noted; and

(b) That the conclusions drawn by officers and detailed within the report be noted and agreed.

## Minute of Meeting

### Planning and Climate Change Policy Board

Date	Time	Venue
Tuesday, 01 November 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

#### Chair

Councillor Paterson, Convener, presided.

#### In Attendance

L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Economy & Development, D Love, Chief Planning Officer, S Marklow, Strategy & Place Manager, C Murray, Planner, P Moss, Strategy, Policy & Insight Manager, R Smith, Climate Emergency Lead Officer, L Adamson, Communications & Public Affairs Manager and G Crawford, Senior Communications Officer (all Chief Executive's); K Anderson, Sustainability, Place & Assets Manager (Environment & Infrastructure) and M Conaghan, Head of Corporate Governance, N Young, Assistant Managing Solicitor (Litigation & Advice); V Howie, Finance Business Partner, D Pole, End User Technician, R Devine and C MacDonald both Senior Committee Services Officers and D Cunningham, Assistant Democratic Services Officer (all Finance & Resources).

#### Webcasting of Meeting

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

#### Apology

Councillor John Shaw.

## **Declarations of Interest**

Councillor McGuire declared an interest in Item 9(e)- Planning Application 22/0345/pp - in that he had made a public comment regarding the application and indicated that he would leave the meeting during consideration of the item.

## **1 Revenue & Capital Budget Monitoring Report**

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April to 16 September 2022.

The report stated that the projected outturn as at 31 March 2023 for all services reporting to this Policy Board was an overspend position of £0.150 million. There were no capital budget projects reporting to this Policy Board. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that the projected outturn was based on information currently available and assumptions made by service budget holders. It was also highlighted that revenue budget adjustments totalling £0.006 million, had been processed since the budget had been approved at the meeting of the Council held on 3 March 2022.

### **DECIDED:**

- (a) That the projected outturn position, detailed in Table1 of the report, be noted; and
- (b) That the budget adjustments, detailed in section 4 of the report, be noted.

## **2 Scotland's Councils' Approach to Addressing Climate Change: Audit Scotland Briefing**

There was submitted a report by the Chief Executive relative to the briefing on 'Scotland's Councils' Approach to Addressing Climate Change' prepared by Audit Scotland.

The report highlighted that the briefing recognised the critical role councils had in helping Scotland achieve its national climate change goals, focusing on actions that needed to be taken in relation to climate change; the need for climate change to be central and integral to all council activity; and the importance of the leadership role of councils in the response to the climate emergency. The briefing looked at activity across all 32 local authorities and identified current gaps and challenges and high level findings, guidance and recommendations in relation to public bodies duties and climate change. The report advised that the Audit Scotland guidance and recommendations had been cross-referenced with Renfrewshire Council's agreed actions, targets and next steps as detailed in the Plan for net zero, approved at the meeting of this Policy Board held on 23 August 2022. Renfrewshire's Plan for net zero identified actions which addressed the majority of the key recommendations within the Audit Scotland briefing, including annual phasing with interim targets; open and transparent reporting of progress; costed delivery plans and a separate adaptation plan, with timescales for delivery against each of these. It was

acknowledged that there were however, areas that could be strengthened in line with the guidance to improve Renfrewshire's process, alongside using additional tools recommended by Audit Scotland to support decision-making which would help achieve Renfrewshire's goal of working towards net zero emissions by 2030 in an open and transparent way.

It was proposed, following discussion, that a report be submitted to the next meeting of this Policy Board detailing the challenges and actions required in terms of the approved Renfrewshire Plan for net zero should the local target for net zero be revised from 2030 to 2025. This was agreed.

### **DECIDED:**

(a) That it be noted that the report provided a summary of Audit Scotland's high-level findings and recommendations and outlined the alignment with Renfrewshire's Plan for net zero and related activity;

(b) That the areas which could be strengthened in line with the Audit Scotland guidance and recommendations be noted; and

(c) That a report be submitted to the next meeting of this Policy Board detailing the challenges and actions required in terms of the approved Renfrewshire Plan for net zero should the local target for net zero be revised from 2030 to 2025.

## **3 Public Bodies Climate Change Duties Reporting 2021/22**

There was submitted a report by the Chief Executive relative to the Annual Report detailing progress in mitigation of and adaptation to climate change, which Renfrewshire Council required to prepare in terms of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 as amended by the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020.

The report advised that the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019 committed Scotland to become net zero by 2045, with the Public Bodies Climate Change Reporting Duties placing a legal requirement on public bodies to set target dates for zero direct emissions and indirect emission reductions; report on how spending and resource would contribute to these targets and report on the contribution to Scotland's Climate Change Adaptation Programme. The statutory reporting template had been updated for 2021/22 as a result of the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Amendment Order 2020. The deadline for submission, to the Scottish Government, of the Renfrewshire Council Public Bodies Climate Change Duties Report 1 April 2021 to 31 March 2022 was 30 November 2022 and a copy of the annual return was attached as Appendix 1 of the report. The return provided details on the Council's emissions; activities, plans and strategies undertaken in 2021/22 in relation to climate change and adaptation; and priorities for the year ahead in relation to climate action

The report highlighted that the Covid-19 pandemic had had a major impact on Council operations; service delivery; and ways of working across the Council, as well as impacting the behaviour of households and businesses during 2020/21 and 2021/22 and that this had made it difficult to compare values across years in some cases. The impacts on emissions as a result of the pandemic were anticipated to be

temporary and Renfrewshire Council remained committed to reducing emissions as an organisation across all areas of operations and service delivery, as well as for the Renfrewshire area as a whole. It was highlighted that overall, Renfrewshire Council's total emissions had reduced by 29,964tCO<sub>2</sub>e since the baseline year of 2012/13, a reduction of 56%.

**DECIDED:**

(a) That the Renfrewshire Council Public Bodies Climate Change Duties report 2021/22, as appended to the report, be approved; and

(b) That it be noted that the Renfrewshire Council Public Bodies Climate Change Duties report 2021/22 would be submitted to the Scottish Government by the deadline of 30 November 2022.

#### 4 **Clyde Climate Forest – Update**

There was submitted an update report by the Chief Executive relative to the Clyde Climate forest initiative and its delivery in Renfrewshire.

The report advised that the initiative had been developed as part of a wider response to tackling climate change across the Glasgow City Region with the aim of supporting tree planting projects which contributed to a new urban 'forest' across the City Region that, in turn, delivered a broad range of climate and ecological benefits. A concordat had been prepared as a basis for formalising the initiative and future commitment from local authority partners. A copy of the concordat was appended to the report.

**DECIDED:**

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

(b) That the successful delivery of planting events supporting early phases of the initiative within Renfrewshire be noted;

(c) That the Clyde Climate Forest Concordat be approved as a basis for commitment to future phases of the initiative; and

(d) That authority be delegated to the Head of Economy and Development, in consultation with the Convener, to explore delivery of future phases of the initiative, subject to consultation with local communities and stakeholders.

#### 5 **Tree Preservation Order Requests**

There was submitted a report by the Chief Executive relative to the Tree Preservation Order (TPO) requests agreed at the meeting of this Policy Board held on 16 August 2022, requests to apply a TPO designation to a site at Kirklandneuk Park, Renfrew and further requests for TPO designations which would in due course be submitted to future meetings of this Policy Board for consideration.

The TPO requests submitted were to be considered in terms of the relevant legislation, namely, Section 160 of The Town and Country Planning (Scotland) Act



1997 as amended by the Planning etc (Scotland) Act 2006, and within the procedures set out in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2011.

The report provided updates in respect of the TPOs previously agreed in respect of the sites at Old Lane SINC, Erskine and UWS Thornly Park Campus, Paisley. In respect of the trees at UWS Thornly Park Campus, Paisley it was highlighted that the assessment undertaken had identified some trees that definitely merited a TPO Designation and trees that possibly merited such a designation. In light of this, the trees definitely meriting a TPO designation and the trees which possibly merited such a designation would now be progressed in line with the Renfrewshire Planning and Development Tree Policy 2022 and the relevant legislation relating to Tree Preservation Orders.

The report also referred to a number of requests received for the designation of TPOs and advised that, to date, one of the sites involved, at Kirklandneuk Park, Renfrew had been considered, an assessment undertaken details of which were provided within the report, and a recommendation provided in respect of whether a TPO should be made.

The report recommended that tree preservation orders were made in relation to the site at Kirklandneuk Park, Renfrew and also in relation to specific trees at Thornly Park Campus.

Furthermore, the report indicated that requests for TPO designations had been received in connection with Dykebar Hospital Grounds; a site in Houston; and a site at Station Road, Bridge of Weir. The report stated that consideration and assessment of these sites would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board.

### **DECIDED:**

(a) That it be noted that the TPOs agreed at the meeting of this Policy Board held on 16 August 2022 in respect of the site known as the Old Lane SINC were currently subject to a period of public consultation.

(b) That it be noted that the Old Lane SINC proposal would be submitted to a future meeting of this Policy Board for confirmation or otherwise of the order;

(c) That the need for a tree preservation order at the site known as Kirklandneuk Park be approved and that it be agreed that officers proceed to prepare the order, serve it on relevant parties and make the order available to the public and seek representations;

(d) That it be noted that a TPO designation would apply in respect of specific trees at UWS Thornly Park Campus and that officers were preparing the order and would serve it on relevant parties and make the order available to the public and seek representations; and

(e) That it be noted that consideration and assessment of the sites at woodland at Dykebar Hospital, and the site in Houston and Station Road, Bridge of Weir would be undertaken and the findings and recommendations submitted to a future meeting of this Policy Board.

## 6 **Site Development Briefs – Ingliston Drive, Bishopton and former Paton's Mill, Johnstone**

There was submitted a report by the Chief Executive relative to site development briefs prepared in respect of land at Ingliston Drive, Bishopton, a site which formed part of the overall housing land supply in Renfrewshire, and the site of the former Paton's Mill in Johnstone. Copies of the proposed site development briefs were attached as Appendix 1 of the report.

The report advised that the site development briefs set out a planning framework for the sites, identifying a number of factors, including site context; site layout and building design; landscaping and boundary treatments; accessibility; sustainable urban drainage; renewables/sustainability; digital connections; affordable housing; education provision; open space provision; and supporting information, that required to be addressed in preparing development proposals for the sites. The report indicated that in the event the site development briefs were approved by the Policy Board arrangements would be made to publish them on the Council's website, used to guide development proposals for the sites and be a material consideration when considering future planning proposals.

**DECIDED:** That the site development briefs relating to the sites at Ingliston Drive, Bishopton and the former Paton's Mill, Johnstone be approved.

## 7 **Site Development Briefs – Former Quarrelton School, Johnstone and Former Village Hall, Houston**

There was submitted a report by the Chief Executive relative to site development briefs prepared in respect of the former Quarrelton School, Beith Road, Johnstone and former Village Hall, Houston. A hyperlink was provided to the proposed site development briefs.

The report indicated that the former Quarrelton School site had been identified in a report to the meeting of the former Communities, Housing and Planning Policy Board held on 17 August 2021 as a heritage property for which the Council would consider solutions for to return to use. The property was declared surplus by the Council during 2010. In addition, it was highlighted that consideration of the declaration of the former Village Hall, Houston as surplus to the Council's requirements would be sought at the meeting of the Infrastructure, Land and Environment Board to be held on 9 November 2022.

The report advised that the site development briefs set out a planning framework for the sites, identifying a number of factors, including site context; site layout and building design; landscaping and boundary treatments; sustainable urban drainage; and renewables/sustainability that required to be addressed in preparing development proposals for the sites. The report indicated that in the event the site development briefs were approved by the Policy Board arrangements would be made to publish them on the Council's website, used to guide development proposals for the sites and be a material consideration when considering future planning proposals.

**DECIDED:** That the site development briefs relating to the sites at the former Quarrelton School, Johnstone and Former Village Hall, Houston be approved.

## 8 Planning Appeals

There was submitted a report by the Chief Executive relative to planning and other relevant appeals which were currently under consideration and appeal decisions which had been issued by the Directorate for Planning and Environmental Appeals (DPEA). Appendix 1 of the report detailed all appeals currently under consideration by the DPEA including those related to the refusal of planning permission, listed building consent, advertisement consent and the issuing of a high hedge notice. Appendix 2 of the report detailed appeals determined in the period February to October 2022, or where the Reporter had issued a notice of intention.

The report highlighted that of the recent appeal determinations relating to planning applications, all five appeals had been allowed and planning permission granted, while a sixth appeal was subject to a notice of intention which indicated that the Reporter was minded to issue planning consent subject to conditions and the conclusion of a suitable planning obligation. In addition, it was noted that all appeals determined since February to October 2022, which related to large scale residential developments, had been allowed by the Reporter. Appendix 2 of the report also advised that three appeals had been the subject of a claim for expenses against the Council by the appellant, during the period February to October 2022 and provided details.

### **DECIDED:**

(a) That the appeals which were currently under consideration by the DPEA and awaiting a decision be noted; and

(b) That the decisions recently issued by the DPEA in respect of development proposals within Renfrewshire be noted.

## 9 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.

### 9(a) **22/0178/PP - Residential development comprising fifty nine dwellinghouses and twenty four flats, including access, drainage, landscaping and associated works at Site Between Sandieland Wood and Florish Road, Erskine by Stewart Milne Group Ltd**

It was proposed that the application be granted subject to the conditions and reasons within the report and subject to authority being delegated to the Convener and the Depute Convener to approve the content of the Section 75 agreement to be concluded with the applicant in respect of the affordable housing element of the development and specific planning conditions relating to the finished boundary

treatment for the site and the protection of Sandieland Wood. This was agreed.

**DECIDED:** That the application be granted subject to (i) the conditions and reasons detailed within the report and (ii) authority being delegated to the Convener and the Depute Convener to approve the content of the Section 75 agreement to be concluded with the applicant in respect of the affordable housing element of the development and specific planning conditions relating to the finished boundary treatment for the site and the protection of Sandieland Wood.

9(b) **22/0236/PP - Erection of self-contained student accommodation with associated facilities, including demolition at 57 High Street, Paisley, PA1 2AN by T100**

Councillor MacFarlane, seconded by Councillor Nicolson, moved that the application be granted subject to the conditions and reasons detailed within the report.

Councillor McNaughtan, seconded by Councillor Andy Doig, moved as an amendment that the application be refused as it was deemed contrary to Policy ENV3 due to the adverse and unacceptable impact on the Conservation area due to its scale.

On the roll being called, the following members voted for the amendment: Councillors Adam, Andy Doig and McNaughtan.

The following members voted for the motion: Councillors Gilmour, N Graham, Hannigan, Hood, MacFarlane, K MacLaren, McGuire, McGurk, Nicolson, Paterson and Smith.

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

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

9(c) **22-0240-CA - : Demolition in association with the erection of student accommodation block at 57 High Street, Paisley, PA1 2AN by T100**

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

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

9(d) **22-0248 - PP - Formation of outdoor terrace to side of public house at 1 George Street, Howwood, PA9 1AR by Mr John Smith**

Councillor McNaughtan, seconded by Councillor Nicolson, moved that the application be granted subject to the conditions and reasons detailed within the report.

### **Adjournment**

The meeting adjourned at 2.10pm and re-convened at 2.15pm,

When the meeting re-convened, Councillor Gilmour, seconded by Councillor Andy Doig, moved as an amendment that the application be refused as it was deemed to contravene Policy P1 of the Local Development Plan on the basis that it would be detrimental to road safety in the local area.

On the roll being called, the following members voted for the amendment: Councillors Andy Doig, Gilmour, Hannigan, Hood, MacFarlane, K MacLaren, McGuire, Paterson and Smith.

The following members voted for the motion: Councillors Adam, N Graham, McGurk, McNaughtan and Nicolson.

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

**DECIDED:** That the application be refused as it was deemed to contravene Policy P1 of the Local Development Plan on the basis that it would be detrimental to road safety in the local area.

### **Sederunt**

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

- 9(e) **22/0345/PP - Erection of residential development comprising eighty flats and thirty-nine dwellinghouses and formation of roads, infrastructure, open space amenity at Site On Southern Edge Of Roundabout Junction With Laymoor Avenue, King's Inch Road, Renfrew by Bellway Homes Limited (Scotland West)**

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

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

### **Sederunt**

Councillor McGuire re-entered the meeting.

- 9(f) **21/1520/PP - Erection of Waste Tyre and Rubber Recycling and Processing Plant (Use Class 5, General Industry) with ancillary office and staff welfare facilities and associated access, parking, landscape, and infrastructure proposals at 2 Lyon Road, Linwood, Paisley, PA3 3BQ by SSH Recycling Ltd**

Councillor McNaughtan, seconded by Councillor McNaughtan, moved that consideration of the application be continued pending a site visit and the provision of additional information relative to SEPA's analysis/objection of the proposal on flood related matters. This was agreed.

**DECIDED:** That consideration of the application be continued pending a site visit and the provision of additional information relative to SEPA's analysis/objection of the proposal on flood related matters.

## Minute of Meeting

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

Date	Time	Venue
Thursday, 03 November 2022	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Stephen Burns, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Andy Steel

#### Chair

Councillor Burns, Convener, presided.

#### In Attendance

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

#### Declarations of Interest

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

#### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Environment and Infrastructure**

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

The appellant appeared together with D Smith (UNITE) in relation to the appeal. J Templeton, Waste Operations Manager (Environment & Infrastructure) and P Wilson, Senior HR & OD Adviser (Finance and Resources) represented management.

Following a request, it was agreed by the Panel and representatives of the management side that supplementary papers submitted on behalf of the appellant be circulated to those present.

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

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

### Adjournment

The meeting adjourned at 11.05 am and reconvened at 11.30 am.

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

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

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



## Minute of Special Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Monday, 07 November 2022	11:00	Microsoft Teams Meeting,

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

### Chair

Councillor Rodden, Convener, presided.

### In Attendance

A Russell, Chief Executive; S Quinn, Director of Children's Services, J Calder, Head of Service (Curriculum & Quality), T McGillivray, Head of Education and K McDonagh, Education Manager (all Children's Services); L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, L Adamson, Communications & Public Affairs Manager, D Christie and J Connolly, both Senior Communications Officers, L Butler, Service Planning & Policy Development Manager, J Gardyne, Senior Planning & Policy Development Officer and L Johnston, Assistant Planner, (all Chief Executive's); and M Conaghan, Head of Corporate Governance, J Lynch, Head of Property Services, D Low, Democratic Services Manager, E Gray, Senior Committee Services Officer, J Barron, Assistant Committee Services Officer and D Pole, End User Technician (all Finance & Resources).

### Webcasting of Meeting

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

## Declarations of Interest

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

### 1 Dargavel Primary School Capacity

There was submitted a report by the Director of Children's Services relative to the capacity of Dargavel Primary School. Prior to consideration of the report, the Convener requested that a statement submitted by Dargavel Primary School Parent Council outlining their concerns and expectations be circulated to all Board members.

The report advised that the school opened in January 2022 and that over the course of the 2022/23 school session the rate of admissions had been higher than anticipated. Accordingly, a forecast roll projection based on the existing school roll, known pre-school population within the school catchment area and potential future pace of house completions across the Dargavel development was carried out and the results of the preliminary stage provided clear conclusions that the existing school capacity would be materially insufficient to meet the future demand profile of the catchment area. The projected figures showed a school roll of circa 600-620 in August 2023 and circa 685 – 705 in August 2024. The capacity of Dargavel Primary School was currently 609 pupils.

The report proposed that an interim solution be sought for the 2023/24 session, namely the installation of six modular classrooms at Dargavel Primary School with a capacity of 198 pupils, with options for a permanent solution to be submitted to a meeting of this Policy Board in early 2023. It was also noted that the Chief Executive had instructed a review into the matter which would begin in January 2023, with a report on the findings to be submitted to a meeting of this Policy Board following its conclusion.

Councillor Rodden, seconded by Councillor Hughes, moved that:

(a) That the interim solution of six new modular classrooms being procured and in place for August 2023 be approved;

(b) That it be noted that a further report outlining options for a permanent solution would be submitted to a meeting of this Policy Board in early 2023; and

(c) That it be that a full external review would be carried out to determine the underlying reasons for the errors made in initial calculations determining the school capacity of Dargavel Primary School and that the findings from this review will be brought back to an appropriate future board.

Councillor G Graham, seconded by Councillor McMillan, moved as an amendment that recommendation (c) be replaced with:

(c) That it be agreed that the proposed internal review was demonstrably inadequate and an external inquiry by an independent body such as Audit Scotland, was essential to determine what happened, how it happened and to ensure that it could not occur again.

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

**DECIDED:**

- (a) That the interim solution of six new modular classrooms being procured and in place for August 2023 be approved;
- (b) That it be noted that a further report outlining options for a permanent solution would be submitted to a meeting of this Policy Board in early 2023; and
- (c) That it be agreed that the proposed internal review was demonstrably inadequate and an external inquiry by an independent body such as Audit Scotland, was essential to determine what happened, how it happened and to ensure that it could not occur again.



## Minute of Meeting

### Petitions Board

Date	Time	Venue
Monday, 07 November 2022	14:00	Remotely by MS Teams,

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

### Chair

Councillor Burns, Convener, presided.

### In Attendance

K Anderson, Sustainability & Place (Assets) Manager (Environment & Infrastructure); C Hunter, Environmental Health Public Health Manager (Communities & Housing); and D Low, Democratic Services Manager, E Gray, Senior Committee Services Officer and J Barron, Assistant Committee Services Officer (all Finance & Resources).

### Also in Attendance

Mrs J Kane, Petitioner.

### Webcasting of Meeting

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

## Declarations of Interest

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

### 1 **Funfairs – Robertson Park, Renfrew**

There was submitted a report by the Director of Finance & Resources relative to a petition received from Mrs J Kane in the following terms:

“We, the residents of the surrounding area of Robertson Park in Renfrew, object to the disruption to our daily lives and noise levels caused by the Thompson Events Group’s funfair held in the park from 1st September to 10th September 2022.

We respectfully request that any future funfair events be held in a nonresidential area of Renfrew. Also any future events in Robertson Park has a full consultation process held with the involvement of residents from the local area.”

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

The Board then heard from the Sustainability & Place (Assets) Manager who agreed that the noise produced by the event in Robertson Park was unreasonable and that a number of measures had already been put in place to ensure the disruption to local residents was minimal during future events. These measures included reducing the maximum period that fairs would be permitted to operate from two weeks to one week; ensuring that fairs are set up in the middle of the park, not around the edges and reducing the maximum permissible noise level by 10 decibels. There was also a commitment to investigate how communication around future events could be improved.

Councillor Hughes moved that the petition be referred to the Director of Environment & Infrastructure for further consideration. This was agreed unanimously.

**DECIDED:** That the petition be referred to the Director of Environment & Infrastructure for further consideration.

## Minute of Meeting

### Infrastructure, Land and Environment Policy Board

Date	Time	Venue
Wednesday, 09 November 2022	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Campbell, Convener, presided.

### In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy & Development Services, G Crawford, Senior Communications Officer, A Johnston, Principal Estates Surveyor and C Granger and C Horn, both Senior Planning & Policy Development Officers (all Chief Executive's); G Hutton, Head of Operations & Infrastructure, C Dalrymple, Head of Facilities & Property Management, J Murdoch, Housing Regeneration & Service Improvement Manager and N Drummond, Lead Officer (Environmental Co-ordination) (all Communities & Housing Services); K Anderson, Amenity Services Manager - Waste, K Gray, Streetscene Manager, D Kerr, Service Co-ordination Manager, G Hannah, Transportation & Change Manager, L Rennie, Operations Manager, J Templeton, Waste Operations Manager, G Heaney, Assistant Infrastructure & Assets Manager and S Heron, Assistant Transportation & Development Manager (all Environment & Infrastructure); and M Law, Senior Asset & Estates Surveyor, L Dickie, Finance Business Partner, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, E Gray and C MacDonald, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

### Webcasting of Meeting

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

## Apology

Councillor Hood.

## Transparency Statement

Councillor Gilmour indicated that he had a connection to items 12, 13, 14 and 15 by reason of being a customer of the shops operating out of the premises in question. However, he indicated that he had applied the objective test and did not consider he had an interest to declare.

### 1 Revenue and Capital Budget Monitoring as at 16 September 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 16 September 2022.

The report stated that the projected revenue outturn as at 31 March 2023 for all services reporting to this Policy Board was an overspend position of £1.696 million against the revised budget for the year. The projected capital outturn as at 31 March 2023 for projects reporting to the Board was a break-even position against the revised budget for the year. Summaries were provided around the relevant services in the tables within the report, together with further analysis.

The report highlighted revenue budget adjustments totalling £1.531 million since the budget was approved at Council in March 2022, which in the main related to Regulatory Services, which previously reported to this Policy Board and now reported to the Communities and Housing Policy Board. In addition it was noted that there had been capital budget adjustments of £0.306 million since the budget was approved which had mainly arisen through £0.064 million for the Cycle Walking Safer Routes project; £0.083 million for the Vehicle Replacement Programme; and £0.155 million for the renewal of playparks.

#### **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 report by the Director of Environment & Infrastructure relative to the operational performance of the service.

The report provided updates since the previous meeting of this Policy Board held on 31 August 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.

It was noted that while Covid-19 restrictions had been removed from most operational services there were still challenges through Covid-related absences and staff carrying forward annual leave which had been accrued while assisting other services.

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

## 3 **Environment & Infrastructure Service Improvement Plan 2022/25 Mid-Year Monitoring Report**

Under reference to item 2 of the Minute of the meeting of this Policy Board held on 15 June 2022, there was submitted a report by the Director of Environment & Infrastructure relative to progress made against the Environment & Infrastructure Service Improvement Plan 2022/25. The related action plan and full performance scorecard were set out at Appendices 1 and 2 to the report respectively.

The Environment & Infrastructure Service Improvement Plan 2022-25 was approved at the meeting of this Policy Board held on 15 June 2022. The report provided details around service activity, performance and achievements over the period 1 April to 30 September 2022; actions which had been delayed or cancelled since the Plan was approved; and new actions added to reflect additional priorities identified since the Plan was approved. It was noted that an outturn report detailing full-year performance would be submitted to a meeting of this Policy Board in Spring 2023.

**DECIDED:**

- (a) That the content of the report be noted;
- (b) That the progress to date on delivering the actions contained within the Environment & Infrastructure Service Improvement Plan be noted; and
- (c) That the current performance of the service as measured by the scorecard indicators be noted.

#### 4 **Kirklandneuk Playing Field & Pavilion Renfrew Victoria Boys Club – CAT update**

Under reference to item 13 of the Minute of the meeting of this Policy Board held on 20 March 2019, there was submitted a report by the Chief Executive relative to the Community Asset Transfer long lease request by Renfrew Victoria Boys Club (RVBC) for Kirklandneuk Playing Fields and Pavilion. The site was identified in a plan appended to the report.

The report intimated that RVBC had submitted a Community Asset Transfer request for a long lease of 25 years for Kirklandneuk Playing Fields and Pavilion and that this had been agreed at the meeting of this Policy Board held on 20 March 2019, subject to RVBC taking steps to ensure that the Pavilion and connected Community Centre could function independently. This work had now been undertaken and the proposed terms of the lease were detailed in full within the report.

#### **DECIDED:**

(a) That the proposed terms of the 25 year lease to Renfrew Victoria Boys Club of Kirklandneuk Playing Fields and Pavilion, Ness Road, Renfrew be approved;

(b) That the Head of Corporate Governance be authorised to conclude the lease with RVBC, on the Council's standard Full Repairing & Insuring lease and on such other terms as required to protect the Council's interest;

(c) That the Head of Economy & Development and the Head of Corporate Governance be authorised to conclude a partial lease renunciation between the Council and OneRen to allow this area to be leased to RVBC; and

(d) That the request for the use of additional land to be included in the lease to RVBC, which was currently leased to OneRen, as per plan E2867b which was appended to the report, be approved.

#### 5 **Disposal of Land adjacent to 123 Glencoats Drive, Paisley**

Under reference to item 13 of the Minute of the meeting of this Policy Board held on 31 August 2022, there was submitted a report by the Chief Executive relative to a piece of land adjacent to 123 Glencoats Drive, Paisley. The site was identified in a plan appended to the report.

The report intimated that the area of land, which was held on the General Services Account, was an area of open space and had been combined with the adjoining garden for a number of years. The land was brought to the Council's attention following a complaint that Council owned land had been taken over by a resident. When the owner of 123 Glencoats Drive was approached regarding the encroachment they expressed an interest of taking ownership of the land to formalise its use as off-street parking.

The report was submitted to the meeting of this Policy Board on 31 August 2022 where it was agreed to continue consideration to a future meeting to allow for queries raised by Board members around community engagement in the disposal process to

be addressed. It was highlighted that in the event the recommendations were approved the Chief Planning Officer would place an advert in the local press in terms of the Town and Country Planning (Scotland) Act 1959 for the proposed sale of an area of open space.

**DECIDED:**

(a) That the area of land located adjacent to 123 Glencoats Drive, Paisley, as per plan E3257 which was appended to the report, be declared as surplus to requirements, with a view to disposing to the adjoining owner;

(b) That the sale thereof to the adjoining owner of 123 Glencoats Drive, Paisley, on such terms and conditions as may be negotiated by the Head of Economy & Development utilising delegated powers be approved;

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

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

## 6 **Disposal of land at Maple Drive, Johnstone Castle – Regeneration Phase 2**

There was submitted a report by the Chief Executive relative to the disposal of land at Maple Drive, Johnstone to Link Group Limited (incorporating Link Housing Association), for the development of affordable housing. The site was identified in a plan appended to the report.

The report referred to the Council's Strategic Housing Investment Plan 2023/28 which was approved at the meeting of the Communities & Housing Policy Board held on 25 October 2022 which set out how investment in affordable housing would be targeted to achieve the objectives of the Council's Local Housing Strategy.

The report also advised that the area of land at Maple Drive, Johnstone had been declared surplus to requirements at a meeting of the Communities, Housing & Planning Policy Board held on 21 August 2018 and was identified as suitable for development by a housing association. Subsequent discussions with Link Group Limited highlighted the requirement to adjust the boundaries of the site to accommodate their planned development layout. The revised area was declared surplus to requirements at a meeting of the Communities & Housing Policy Board held on 16 August 2022.

The revised site had been independently valued by D M Hall Chartered Surveyors at £935,000. Due to costs associated with clearing the site which exceeded its valuation, Link Group Limited were looking to acquire the site at nil value. The proposed terms and conditions of the sale were detailed in full in the report.

**DECIDED:** That the Head of Economy & Development and the Head of Corporate Governance be authorised to undertake the necessary processes to complete the disposal of land at Maple Drive, as per plan E3228A which was appended to the report, to Link Group Limited, on the terms and conditions detailed within the report.

## 7 **Surplus Status for Former Residential Properties on Johnstone High School Grounds**

There was submitted a report by the Chief Executive relative to two residential properties and related garages located within the grounds of Johnstone High School. The sites were identified in a plan appended to the report.

The report intimated that the properties were previously occupied by members of the Johnstone High School janitorial staff and that modernised working practices had resulted in there no longer being a requirement for janitorial staff to be in dedicated housing on or adjacent to the school site.

Due to their location within school grounds with the only access being across school property they were not considered suitable for sale on the open market. It was proposed that the properties be declared surplus to requirements and thereafter be demolished.

**DECIDED:** That the properties, as identified in the plan appended to the report, be declared surplus to requirements and thereafter be demolished.

## 8 **Demolition School House, St Catherine's, Paisley'**

There was submitted a report by the Chief Executive relative to St Catherine's School House, Brabloch Crescent, Paisley, PA3 4RG. The site was identified in a plan attached as an appendix to the report.

The report intimated that the property was occupied by a member of the St Catherine's Primary School janitorial staff and that modernised working practices had resulted in there no longer being a requirement for janitorial staff to be in dedicated housing on or adjacent to the school site. The current occupier had been in regular dialogue with Officers within the Environment & Infrastructure service in relation to their ongoing housing needs which could be accommodated within the Common Housing Allocation policy.

Due to its location within school grounds with the only access being across school property, the property was not considered suitable for sale on the open market. It was proposed that the property be declared surplus to requirements and thereafter be demolished.

**DECIDED:** That St Catherine's School House, as identified in the plan appended to the report, be declared surplus to requirements and thereafter be demolished.

**9 175 Year Ground Lease to Scottish Power Energy Networks, Underwood Road Depot, Paisley**

There was submitted a report by the Chief Executive relative to the proposed lease of land at 52 Underwood Road, Paisley. The site was identified in a plan appended to the report.

The report intimated that as part of the Council's investment plan to convert its current fleet to being zero emission vehicles, Scottish Power Energy Networks had been contracted to install a new sub-station at Underwood Road Depot as this was deemed more cost effective than connecting to the mains on Underwood Road. The proposed terms and conditions for the lease were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that have been provisionally agreed with the Council and Scottish Power Energy Networks be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease based on the terms and conditions detailed in the report.

**10 15 Year Lease Renewal – JW Grant and Son Ltd, 70 Love Street Paisley**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease for the property at 70 Love Street, Paisley by the current lease holder JW Grant and Son Ltd. The site was identified in a plan which was appended to the report.

The report intimated that the current lease commenced on 12 November 2006 for a 15-year term and had been running on tacit relocation/annually since 11 November 2021. The current lease agreement set out a rent of £41,000 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of 15 years from 12 November 2022 at a rate of £40,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:** That the Head of Corporate Governance be authorised to renew the lease of 70 Love Street, Paisley to the exiting tenant for a 15-year period on the provisional terms and conditions outlined in the report subject to such other conditions as may be considered necessary to protect the interests of the Council.

**11 10 Year Lease of Shop at 4-6 High Street, Renfrew**

There was submitted a report by the Chief Executive relative to the proposed extension of the lease of properties at 4-6 High Street, Renfrew by the current lease holder Bestway National Chemist (trading as Well Pharmacy). The site was identified in a plan which was appended to the report.

The report intimated that the current lease commenced on 7 November 2014 for a term of 8 years and 3 days. There was an annual rent of £14,350 per annum plus VAT, service charge and insurance costs.

The sought extension was for a period of 10 years from 12 November 2022 at a rate of £24,350 per annum plus VAT, service charge and insurance costs. A tenant-only break option had been requested on the third and sixth anniversaries of the lease commencing, however, following negotiations a mutual break option on the fifth anniversary had been agreed. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that had been provisionally agreed with the Council and the existing tenant, Bestway National Chemist (trading as Well Pharmacy), be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

## 12 **9 Year Lease of 9 Stoddard Square, Elderslie**

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 9 Stoddard Square, Elderslie. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a coffee shop and that the current lease holder had requested that the lease be assigned to Mr Daniel Muir to whom the business was being sold. The current lease agreement set out a rent of £7,350 per annum.

The sought lease was for a period of nine years at a rate of £7,350 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Daniel Muir, be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

## 13 **9 Year Lease of 11 Stoddard Square, Elderslie**

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 11 Stoddard Square, Elderslie. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a butcher shop and that the current lease holder had requested that the lease be assigned to Mr Mark Smyth and Mr Patrick Small, to whom the business was being sold. The current lease

agreement set out a rent of £4,775 per annum.

The sought lease was for a period of nine years at a rate of £6,000 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenants, Mr Mark Smyth and Mr Patrick Small, be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

**14 9 Year Lease of Shop at 5/2 High Street, Johnstone**

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 5/2 High Street, Johnstone. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a barber shop and that the current lease holder had requested that the lease be assigned to Mr Vincent Evangelist, to whom the business was being sold. The current lease agreement set out a rent of £3,250 per annum.

The sought lease was for a period of nine years at a rate of £3,600 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within the report.

**DECIDED:**

(a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Vincent Evangelist be noted; and

(b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

**15 2 Year Lease of Shop at 71/3 High Street, Johnstone**

There was submitted a report by the Chief Executive relative to the proposed lease of the property at 71/3 High Street, Johnstone. The site was identified in a plan which was appended to the report.

The report intimated that the property was currently operating as a hot food take away and that the current lease holder had requested that the lease be assigned to Mr Scott McFarlane, to whom the business was being sold. The current lease agreement set out a rent of £10,850 per annum.

The sought lease was for a period of two years at a rate of £10,850 per annum plus VAT, service charge and insurance costs. The proposed terms and conditions were detailed in full within in the report.

**DECIDED:**

- (a) That the terms and conditions that had been provisionally agreed with the Council and the proposed tenant, Mr Scott McFarlane, be noted; and
- (b) That the Head of Corporate Governance be authorised to conclude the lease on the basis of the terms and conditions detailed in the report.

**EXCLUSION OF PRESS AND PUBLIC**

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

**16 Proposed Sale of Kersland School**

There was submitted a report by the Chief Executive relative to the proposed sale of Kersland School.

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



## Minute of Meeting

### Regulatory Functions Board

Date	Time	Venue
Thursday, 10 November 2022	10:00	Remotely by MS Teams,

**Present:** Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Sam Mullin, Councillor Andy Steel

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing); E Currie, Senior Committee Services Officer; D Cunningham, Assistant Committee Services Officer; D Pole, End User Technician; A Easdon, Team Leader (Licensing); and R McCallum, Administrative Assistant (all Finance & Resources).

### Recording of Meeting

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

### Apologies

Councillors Audrey Doig and Rodden.

### Declarations of Interest

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

## Order of Business

In terms of Standing Order 16, the Convener intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 7(a) of the agenda after item 5(b) of the agenda; item 6(d) of the agenda before item 6 (c) of the agenda; item 6(g) of the agenda before item 6(f) of the agenda; and item 6(i) of the agenda after 6(g) of the agenda.

### 1 **Review of Public Entertainment Licensing Resolution: community events and other issues**

There was submitted a report by the Director of Finance & Resources recommending a relaxation of the Council's existing licensing resolution, which came into effect on 3 June 2013, by removing certain classes of entertainment from licensing.

The resolution setting out the current public entertainment licensing policy formed Appendix 1 to the report and the proposed new resolution, which sought to vary the existing one by removing certain activities which might be considered to be relatively low risk formed Appendix 2 to the report.

The report provided detail on further changes proposed to the Council's public entertainment licensing policies and procedures and these were set out in section 5 of the report.

#### **DECIDED:**

(a) That the terms of the proposed resolution and notice at Appendix 2 of the report, which sought to vary the Council's current public entertainment licensing resolution at Appendix 1 of the report, be agreed as suitable for advertising;

(b) That officers be instructed to arrange publication of the proposed resolution and notice attached at Appendix 2 of the report in a newspaper circulating in Renfrewshire;

(c) That officers be instructed meantime to exercise discretion in relation to the enforcement of public entertainment licensing activities which were proposed to be removed from the current resolution;

(d) That it be agreed that public entertainment licence applications which, in terms of existing Council policies, required to be advertised should be advertised on the Council's website, rather than in a newspaper;

(e) That it be agreed that the licence application fee, currently £955, for a temporary or new licence for outdoor events, other than large commercial events, involving amplified music, circuses and funfairs be replaced with the existing fee for public entertainment licences which do not require to be advertised, currently £196, to reflect the removal of the previous requirement to advertise in a newspaper;

(f) That it be agreed that public entertainment licences issued for funfairs where licensed days, dates or periods of operation were clearly defined on a recurring basis be capable of renewal, a fee of £390 requiring to accompany the renewal application;

and

(g) That otherwise the terms of the report be noted.

## 2 **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: Partnership of J&T Taxis  
Proposed Operator: Jagjit Singh  
Licence No.: TX150

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 item 2 (b) 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.

(b) Present Operator: The Executor of Glen Gordon  
Proposed Operator: Raymond Markie  
Licence No.: TX041

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

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

(c) Present Operator: William Guthrie  
Proposed Operator: Craig Guthrie  
Licence No.: TX198

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

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

(d) Present Operator: Philip McGuire  
Proposed Operator: David Stewart  
Licence No.: TX067

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

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

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

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

Applicant: Gerard Shannon

Variation: exception to policy and standard condition 1

Licence No.: PH0613

Mr Shannon, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Shannon's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Shannon to continue to operate his present vehicle, registration number SD65 DZB for a period of one year from 14 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 17 January 2023. This was agreed unanimously.

**DECIDED:** That Mr Shannon's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Shannon to continue to operate his present vehicle, registration number SD65 DZB for a period of one year from 14 September 2022, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out before 17 January 2023.

### **EXCLUSION OF PRESS AND PUBLIC**

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

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

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

Bartosz Batkowski

Mr Batkowski, 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.

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

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

(a) Shahid Faqir

The Assistant Managing Solicitor (Licensing) advised that this application had been granted under delegated authority for a period of one year.

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

(b) Mustansar Latif

Mr Latif, the applicant, joined the meeting by video call together with Ms Anderson, his Solicitor, who also joined by video call and Sergeant Moore-McGrath, who also joined by video call, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of six months from 10 November 2022. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of six months from 10 November 2022.

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

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

Applicant: Mustansar Latif  
Licence No.: P0671

Mr Latif, the applicant, Ms Anderson, his Solicitor, and Sergeant Moore-McGrath, on behalf of the Chief Constable who had submitted a representation to the application, remained in the meeting by video call following consideration of the preceding item of business. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of six months from 10 November 2022. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of six months from 10 November 2022.

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

There was submitted the undernoted application for grant of a Taxi Driver's Licence. The applicant had been asked to appear personally for the first time together with Police Scotland who had submitted an objection and a further letter in connection with that

objection to the application:-

James McQuillan

Mr McQuillan, the applicant, joined the meeting by video call. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted an objection and a further letter in connection with that objection to the application.

The Assistant Managing Solicitor (Licensing) advised that the further letter from Police Scotland had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in the letter, the Convener proposed that the Board admit the letter as the interests of justice so required. This was agreed unanimously.

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

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

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

Under reference to item 9(c) of the Minute of the meeting of this Board held on 17 August 2022, the Board resumed consideration of application (a) for grant of a Private Hire Car Driver's Licence and there were submitted applications (b), (c), (d), (e), (f), (g), (h), (i), (j) and (k) for grant of Private Hire Car Drivers' Licences. Applicant (a) had been asked to appear personally for the second time and all other applicants had been asked to appear personally for the first time together with Police Scotland who had submitted representations to applications (a), (b), (c) and (d); an objection to application (e); an objection and further letter in connection with that objection to application (f); an objection, further letter in connection with that objection and another further letter in connection with that objection received outwith the statutory timescale to application (h); and an objection and further letter in connection with that objection to application (i):-

(a) Obaidullahkhan Mohammadsultan

There was no appearance by or behalf of Mr Mohammadsultan. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation to the application. The Convener proposed that the application be considered in Mr Mohammadsultan's absence. This was agreed unanimously.

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

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

## (b) Hussein Afzal

Mr Afzal, the applicant, joined the meeting by telephone call. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

## (c) Naseer Hamayun

Mr Hamayan, the applicant, joined the meeting by telephone call. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation to the application. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year. This was agreed unanimously.

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

## (d) Imtiaz Ahmed Tarar Bano

Mr Bano, the applicant, joined the meeting by video call. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted a representation to the application. Mr Bano gave an undertaking to the Board that he would provide the licensing section with notification of the booking office he would work from within a period of four weeks.

After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year subject to the undertaking given by Mr Bano that he would provide the licensing section with notification of the booking office he would work from within a period of four weeks. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of one year subject to the undertaking given by Mr Bano that he would provide the licensing section with notification of the booking office he would work from within a period of four weeks.

## (e) Mohammed Ameen Baig

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.

**Adjournment**

The meeting adjourned at 12.40 and reconvened at 1.30 pm.

**Sederunt**

Councillor Montgomery was not in attendance when the meeting reconvened.

## (f) Peter Ritchie

Mr Ritchie, the applicant, joined the meeting by video call together with Mr Brady, his Solicitor, who also joined by video call, and Sergeant Moore-McGrath, who also joined by video call, on behalf of the Chief Constable who had submitted an objection and a further letter in connection with that objection to the application.

The Assistant Managing Solicitor (Licensing) advised that the further letter from Police Scotland had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in the letter, the Convener proposed that the Board admit the letter as the interests of justice so required. This was agreed unanimously.

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

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

## (g) Mian Muhammad

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

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

**Sederunt**

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

## (h) Faruk Bozdog

Mr Bozdog, the applicant, joined the meeting by telephone call together with Sergeant Moore-McGrath, who joined by video call, on behalf of the Chief Constable who had submitted an objection, a further letter in connection with that objection and another further letter in connection with that objection received outwith the statutory timescale to the application.

On hearing the reasons for the lateness of the second further letter in connection with the objection which had been received outwith the statutory timescale to the application, it was decided that the further letter would be taken into account when the application was being considered.

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

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



## (i) Brian McClure

Mr McClure, the applicant, joined the meeting by telephone call. Sergeant Moore-McGrath, remained in the meeting by video call having not left following consideration of the previous item of business, on behalf of the Chief Constable who had submitted an objection and a further letter in connection with that objection to the application.

The Assistant Managing Solicitor (Licensing) advised that the further letter from Police Scotland had not been circulated to members of the Board. After consideration of the age, nature and seriousness of the matters contained in the letter, the Convener proposed that the Board admit the letter as the interests of justice so required. This was agreed unanimously.

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

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

## (j) Slim Abidi

Mr Abidi, the applicant, joined the meeting by telephone call. Mr Abidi advised that he had received an updated document from the Tunisian Embassy and gave an undertaking to the Board that he would provide this to the licensing section. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of one year subject to the undertaking given by Mr Abidi that he would provide the licensing section with his updated document from the Tunisian Embassy. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of one year subject to the undertaking given by Mr Abidi that he would provide the licensing section with his updated document from the Tunisian Embassy.

## (k) Wael Mohammad

Mr Mohammad, the applicant, joined the meeting by video call, accompanied by his son. 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 **Renewal of Private Hire Car Driver's Licence - Personal Appearance**

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

Applicant: Kojo Appiah  
Licence No.: P0579

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

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

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

Under reference to item 12(b) of the Minute of the meeting of this Board held on 17 August 2022, the Board resumed consideration of the possible suspension or revocation of the undernoted Private Hire Car Driver's Licence. The licence holder had been asked to appear personally for the second time together with Police Scotland:-

Adam Pollock P0561

The Assistant Managing Solicitor (Licensing) advised that Mr Pollock had surrendered his licence.

**DECIDED:** That it be noted that the licence had been surrendered.

## Minute of Meeting

### Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 14 November 2022	15:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor Andy Doig, Convener, presided.

### In Attendance

L McIntyre, Head of Policy & Commissioning, L Fingland, Service Planning & Policy Development Officer and D McLavin, Senior Communications Officer (all Chief Executive's); F Carlin, Head of Housing Services, O Reid, Head of Communities & Public Protection and C Dalrymple, Head of Facilities & Property Management (all Communities & Housing Services); T McGillivray, Head of Schools (Children's Services); G Hutton, Head of Operations & Infrastructure, D Kerr, Service Co-ordination Manager and L Rennie, Operations Manager (all Environment & Infrastructure Services); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, M Boyd, Head of People and Organisational Development, A McMahon, Chief Auditor, G Campbell, Principal HR & OD Adviser, A Ramsay, Service Delivery Manager, K Locke, Risk Manager, C MacDonald, Senior Committee Services Officer, K O'Neill, Assistant Democratic Services Officer, D Cunningham Assistant Committee Service Officer and D Pole, End User Technician (all Finance & Resources); and C Walker, Planning & Performance Manager (Renfrewshire Health & Social Care Partnership).

### Also in Attendance

P Gillen, Audit Scotland Director, M Ferris, Senior Audit Manager and S Afzal, Audit Manager (all Audit Scotland).

## **Webcasting of Meeting**

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

## **Declarations of Interest**

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

### **1 Audit Scotland Report to those Charged with Governance - 2021/22 Renfrewshire Council Annual Accounts**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the 2021/22 Renfrewshire Council financial statements; the findings from the audit of the annual accounts; and their other audit activity over the course of 2021/22.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973.

In accordance with International Auditing Standards (ISA260) Audit Scotland was obliged to report to those charged with the governance of the organisation matters which had arisen in the course of the audit. A copy of the findings from the audit of the 2021/22 Renfrewshire Council accounts was attached as an appendix to the report.

Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2021. However, the Local Government Finance Circular 6/2022 granted an extension to Accounts Approval and Publication Dates for 2021/22 and as a result the deadline to submit to Council had been extended to 30 November 2022.

**DECIDED:** That the report and attached Audit Scotland report be noted.

### **2 Audited Annual Accounts 2021/22 - Renfrewshire Council**

There was submitted a report by the Director of Finance & Resources relative to the audit of the Annual Accounts 2021/22, a copy of which was appended to the report.

The report intimated that the 2021/22 unaudited Annual Accounts were approved at the meeting of the Council held on 30 June 2022. Each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial

statements and provided an opinion as to whether those statements provided a true and fair view of the financial position of the Council and its income and expenditure for the year; and also whether they had been prepared in accordance with the relevant regulations.

The report advised that there were three changes made to the annual accounts over the course of the audit in relation to the valuation of property assets, agency transactions in the Comprehensive Income and Expenditure Statement, and a regulatory change to the presentation of depreciation. Other minor and presentational changes had also been agreed.

**DECIDED:** That it be agreed that the report and attached audited annual accounts 2021/22 be noted and recommended to the Council for approval.

### 3 **Audit Scotland Report to those Charged with Governance - 2021/22 Common Good Funds and Coats Observatory Trust Annual Accounts**

There was submitted a report by the Director of Finance & Resources relative to Audit Scotland's findings from the audit of the Common Good Funds and charities controlled by the Council for 2021/22.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and Coats Observatory Trust controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had been prepared in accordance with the relevant regulations.

A copy of the 2021/22 audited Annual Accounts for the Common Good funds and Coats Observatory Trust controlled by the Council was attached as an appendix to the report. Under the Local Authority Accounts (Scotland) Regulations 2014, the Council required to meet to consider the Annual Accounts and approve those accounts for signature no later than 30 September 2022. However, the Local Government Finance Circular 6/2022 granted an extension to Accounts Approval and Publication Dates for 2021/22 and as a result the deadline to submit to Council had been extended to 30 November 2022.

**DECIDED** That the report and attached Audit Scotland reports be noted.

### 4 **Audited Financial Statements 2021/22 - Common Good Funds and Coats Observatory Trust**

There was submitted a report by the Director of Finance & Resources relative to the audited annual accounts of the Common Good Funds and charities controlled by the Council for 2021/22.

The report intimated that each year the Council's appointed external auditors (Audit Scotland) carried out an audit of the Council's financial statements of the Common Good funds and charities controlled by the Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and also whether they had

been prepared in accordance with the relevant regulations.

The report advised that there was one change to the property value of Trust assets and no significant changes to the Common Good accounts over the course of the audit and minor presentational changes were agreed.

A copy of the 2021/22 audited Annual Accounts for the Common Good funds and charities controlled by the Council was attached as an appendix to the report.

**DECIDED:** That the attached 2021/22 audited financial statements for the charities controlled by the Council be noted and the report be recommended to the Council for approval.

## 5 **Summary of Internal Audit Reports for period 01 July to 30 September 2022**

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

The appendix to the report detailed the category of assurance, service, engagement and assurance rating and gave recommended risk ratings for each engagement as either critical, important, good practice or service improvement. A summary of findings was also provided in relation to final reports issued for those engagements completed during the period 1 July to 30 September 2022.

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

**DECIDED:** That the summary of Audit findings report for the period 1 July to 30 September 2022 be noted.

## 6 **Internal Audit and Counter Fraud Progress and Performance for Period to 30 September 2022**

There was submitted a report by the Chief Auditor relative to Internal Audit and Counter Fraud performance between 1 July and 30 September 2022 in terms of the delivery of the Audit Plan for the year and outlining actual performance against targets set by the Director of Finance & Resources.

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

It was noted that the types of fraud referrals received to date were wide ranging and the team's objective was to concentrate on investigating those referrals considered to contain the greatest fraud risk. The Team were also involved in promoting fraud awareness within the Council.

The report advised that all of the Internal Audit Team and Counter Fraud Team were currently working on a hybrid basis and were also undertaking home/site visits when the need arose. The Team also provided advice and support where necessary to Council services.

The report advised that during the first six months of this year the Team were involved in a number of investigation assignments which would be reported to this Board on completion of any proceedings. Some of last year's assignments also took longer than planned and had to be carried forward into this year. Due to the revised working arrangements and the priorities of both client and our own staff, this has led to the majority of the Team's contingency time having to be utilised. In addition, they had a high proportion of unplanned leave during this time. As a result, they have undertaken a review of the current audit plan and the recommended plans were outlined at 5.2 in the report.

**DECIDED:**

(a) That the Internal Audit and Counter Fraud Team progress and performance from 1 July to 30 September 2022 be noted; and

(b) That the proposed amendments to the Annual Internal Audit Plan for 2022/2023 be approved.

## **7 Audit Scotland Report - The National Fraud Initiative 2020/2021**

There was submitted a report by the Chief Auditor relative to Audit Scotland's report on the National Fraud Initiative (NFI) 2020/21 which was published in August 2022 and was attached as Appendix 1 to the report.

The report highlighted that Scottish public bodies had recorded an outcome of £14.9 million arising from the 2020/21 exercise. Cumulative outcomes from NFI since 2006/07 in Scotland had risen to £158.5 million and £2.4 billion across the UK. The NFI outcome figures included amounts for fraud and error detection as well as an estimate for those future losses that had been prevented.

It was noted that Renfrewshire Council's approach and outcomes for the 2020/21 exercise and how this compared to the 2018/19 exercise was attached at Appendix 2. The self-assessment of arrangements in preparation for the 2022/23 exercise was also included within appendix 2.

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

## **8 Risk Report - October 2022**

There was submitted a report by the Director of Finance & Resources relative to the Risk Report to consider and approve the Council's Risks.

The report set out the latest position in managing the council's risks entering the third quarter of the new financial year. The appendices attached provided details of longer-term or imminent strategic and corporate risks (at 30 September 2022); longer-term significant service risks (at 30 September 2022); and a list of 'business as usual' risks.

**DECIDED:** That the report, along with the risks identified be approved.

## 9 **2021/22 Complaints Handling Performance**

There was submitted a report by the Chief Executive relative to the annual complaints report 2021/22.

The report intimated that the Council's complaint-handling procedure aimed to have quicker, simpler and more streamlined complaints handling with early response by capable, well-trained staff. As part of the procedure, all complaints were recorded and monitored.

The report provided information on complaints closed during the year from 1 April 2021 to 31 March 2022 and performance on key indicators and highlighted improvements made to the complaints handling procedure over the past year to ensure that complaints were handled well, and the organisation learned from them and improved services.

It was noted that 9,193 complaints were received in 2021/22 compared with 6,179 in 2020/21; 86.8% of the complaints were dealt with as frontline response; 80.6% of frontline complaints and 76.7% of investigation complaints received were completed within target timescales; the average time to respond to frontline complaints met the target of 5 days and was an improvement from the previous year figure of 10 days; the average time to respond to an investigation complaint rose slightly from 15 days in 2020/21 to 16.5 days in 2021/22, though this was still well within the SPSO target of 20 days; the 2021/22 breakdown of complaints received by services continued to be broadly reflective of the volume of services provided; the Scottish Public Services Ombudsman introduced changes to the national complaints handling process, which was implemented prior to April 2021; and a new system to support the logging of and learning from complaints was launched by the Council in April 2020 which was designed to improve business intelligence and customer insight data.

A performance scorecard was included within the appendix to the report to provide additional data. It was noted that all indicators would continue to be monitored regularly and support and guidance would be provided to all services to assist with analysing and improving performance where required.

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

## 10 **Absence Statistics - Quarter 2 of 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period 1 July to 30 September 2022.

The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on



supporting attendance activity levels by service and costs of sick pay and the overall number of days lost.

During discussion, it was agreed that a report be submitted to a future meeting of this Policy Board in connection with Service Performance for the Health & Social Care Partnership (HSCP) outlining the level of absence within the HSCP; the measures being put in place by the Council and the Integration Joint Board to manage these; what the Service was doing to support the workforce, and what steps were being taken to address the number of vacancies within the Service.

**DECIDED:**

(a) That the report on absence statistics for Quarter 2 ending 30 September 2022 be noted; and

(b) That it be agreed that a report be submitted to a future meeting of this Policy Board in connection with Service Performance for the Health & Social Care Partnership (HSCP) outlining the level of absence within the HSCP; the measures being put in place by the Council and the Integration Joint Board to manage these; what the Service was doing to support the workforce, and what steps were being taken to address the number of vacancies within the Service.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of Item 11 as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraph 14 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

### **11 Summary of Internal Audit Investigation Reports for period 1 July to 30 September 2022**

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

**DECIDED:** That the summary of Audit Reports finalised during the period from 1 July to 30 September 2022 be noted.



## Minute of Meeting Local Review Body.

Date	Time	Venue
Tuesday, 15 November 2022	14:00	Microsoft TEAMS platform,

**Present:** Councillor Neill Graham, Councillor Anne Hannigan, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson

### Chair

Councillor Paterson, Convener, presided.

### In Attendance

K Dalrymple, Development Plans & Housing Strategy Team Leader (Independent Planning Adviser to the Local Review Body); R Graham, Senior Solicitor (Litigation & Regulatory Services) (Independent Legal Adviser to the Local Review Body); R Devine, Senior Committee Services Officer (Clerk to the Local Review Body); D Cunningham, Assistant Committee Services Officers 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 Local Review Body would be filmed for live or subsequent broadcast on the Council's internet site.

### Declarations of Interest

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

### Procedure Note

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

## 1 **LRB04.22**

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the erection of a dwellinghouse (in principle) at Barochan West Lodge, Chapel Road, Houston, Johnstone, PA6 7AX. (21/1625/PP)

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

- (i) the Planning Authority's submissions which included the report of handling, accompanying documents and decision notice; and
- (ii) the Notice of Review, together with supporting statement and 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 21/1625/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

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

Following discussion, Councillor McNaughtan proposed that the application be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 21/1625/PP be refused as (a) the proposals were contrary to Policy ENV 1 of the Adopted Renfrewshire Local Development Plan 2021 as the proposal has not demonstrated a need for new housing that is necessary to support an established greenbelt activity and the details provided were such that it may have an adverse impact on the character of the green belt; (b) The proposal was contrary to Policy E4 of the Adopted Renfrewshire Local Development Plan and the New Development Supplementary Guidance, Tourism as it has not been demonstrated that there was a specific location need for the dwellinghouse or that the development would strengthen the appeal and attraction of Renfrewshire to a range of visitors. The details provided are such that the scale of the proposal may also not be proportionate or fit in well with the location; and (c ) the proposal was contrary to the New Development Supplementary Guidance, Green Belt Development Criteria and Housing in the Green Belt as the proposal did not require a specific green belt location or justify the requirement for a residential use outwith the settlement and from the details provided did not demonstrate outstanding quality of design of an appropriate scale for its setting such that it would integrate and enhance the established character of the area.

## 2 LRB05.22

Consideration was given to a Notice of Review in respect of the Planning Authority's decision to refuse planning permission for the erection of a dwellinghouse with associated access (in principle) at Site on Western Boundary of Marypark, Marypark Road, Langbank.(22/0125/PP)

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

- (i) the Planning Authority's submissions which included the report of handling, accompanying documents, including flood risk assessment, ecological constraints survey and aerial tree survey reports and decision notice; and
- (ii) the Notice of Review, together with supporting statement and 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 22/0125/PP. It was agreed that the LRB had sufficient information before it to reach a decision.

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

Following discussion, the Convener proposed that the application be refused for the reasons detailed in the report of handling. This was agreed unanimously.

**DECIDED:** That Planning Application 22/0125/PP be refused as (a) the proposed development did not comply with Policy ENV1 of the Adopted Renfrewshire Local Development Plan 2021 and the New Development Supplementary Guidance, Green Belt Development Criteria and Housing in the Green Belt as it has not been demonstrated that there was a specific locational need for a dwellinghouse and the development had the potential to have an adverse effect on the integrity of the Site of Importance for Nature Conservation (SINC) and the ancient woodland; and (b) the proposed development did not comply with Policy ENV2 of the Adopted Renfrewshire Local Development Plan 2021 and the New Development Supplementary Guidance, Trees, Woodland and Forestry and Local Designations as the development had the potential to have an adverse effect on the integrity of the Site of Importance for Nature Conservation (SINC) and the ancient woodland.



## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 17 November 2022	10:00	Teams - virtual meeting,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Provost Lorraine Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Neill Graham, Councillor Bruce MacFarlane, Councillor David McGonigle, Councillor Sam Mullin, Councillor Iain Nicolson, Councillor John Shaw

#### Chair

Councillor Shaw, Convener, presided.

#### In attendance

A MacArthur, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, B Lambert, Corporate Procurement Manager, G Beattie, Strategic Commercial Category Manager, A Donaldson, Strategic Commercial Category Manager, P Fara, Digital Experience Manager, L Fingland, Service Planning & Policy Development Manager, S Gibb, Procurement Operations Manager, L Gillan, Strategic Commercial Category Manager and D McLavin, Communications Officer, (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); C Dalrymple, Head of Facilities & Property Management (Environment & Infrastructure); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, M Boyd, Head of People & OD, J Lynch, Head of Property Services, E Shields, Business Services Manager, G Dickie, Partnering & Commissioning Manager, G Innes, Customer Services Manager, S Fanning, Principal HR & OD Adviser, E Simpson, Senior HR Adviser, R Cree, OD & Workforce Planning Manager, A Black, Managing Solicitor (DPO), D Pole End User Technician, E Gray and P Shiach, both Senior Committee Services Officers and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Policy Board would be webcast live and would be available to view via the Council's internet site.

## **Declarations of Interest**

Councillor Shaw declared an interest in item 20 of the agenda, - Kirklandneuk Primary School - Construction of a New MUGA Pitch, 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 9 November 2022 which forms the appendix hereto.

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

### **2 Revenue and Capital Budget Monitoring as at 16 September 2022**

There was submitted an update report by the Director of Finance & Resources relative to the revenue and capital budget for the period to 16 September 2022 in respect of services that report to this Board.

**DECIDED:**

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

### **3 Revenue and Capital Budget Monitoring – Council Overview as at 16 September 2022**

There was submitted an update report by the Director of Finance & Resources relative to an overview of the Council revenue and capital budget for the period to 16 September 2022.

**DECIDED:**

- (a) That the projected revenue outturn position detailed in Table 1 considering that the forecast position was based on best estimates at that point in time be noted;
- (b) That the substantial risks to this position as outlined in section 3 of the report be noted; and
- (c) That the projected Capital outturn position detailed in Table 2 be noted.



#### 4 **Treasury Management Mid-Year Review 2022/23**

There was submitted a report by the Director of Finance & Resources relative to the following a review of the Treasury Management Strategy Statement 2022/23, incorporating the annual investment strategy; a review of the Council's borrowing and investments; a review of compliance with treasury management indicators; and an economic update and interest rate forecast as outlined an Appendix 3 of the report.

**DECIDED:** That the treasury management activity for the period 1 April to 14 October 2022 be noted.

#### 5 **Business Services Performance Report**

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

The report provided an update on the funding and expenditure position for Discretionary Housing Payments and the Scottish Welfare Fund. Appendices to the report provided information on revenue collection and key performance indicators.

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

#### 6 **Customer Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to performance across key Customer Services functions including Call Centre, face-to-face and digital support for customers as at September 2022.

The report provided an update on the overall contact centre call handling volumes and indicated that face-to-face services had returned to Renfrewshire House on an appointment-only basis. Details of customer volumes were provided in the report.

The report indicated that demand for digital services continued and the level of online transactions being completed was also detailed in the report

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

#### 7 **Finance & Resources Service Improvement Plan 2022/23 Mid-Year Monitoring Report**

There was submitted a report by the Director of Finance & Resources relative to the Finance & Resources' Service Improvement Plan (the Plan).

The Plan set out development priorities for the service over the next three years. These were aligned to the new Council Plan and refreshed Community Plan.

The Plan set out the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impact could be measured.

These reflected the priority themes of the Council Plan and the refreshed Community Plan, both approved at a meeting of the Council in September 2022.

The report detailed the Finance & Resources performance and achievements over the period 1 April to 30 September 2022.

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

## 8 **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) since the last meeting of this Policy Board in September 2022.

**DECIDED:** That the operational performance update be approved.

## 9 **Environment & Infrastructure Service Improvement Plan 2022/25 Mid-Year Monitoring Report**

There was submitted a report by the Director of Environment & Infrastructure relative to the Environment & Infrastructure Service Improvement Plan (the Plan).

The Plan set out development priorities for the service over the next three years. These were aligned to the new Council Plan and refreshed Community Plan.

The Plan set out the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impact could be measured. These reflected the priority themes of the Council Plan.

The report contained details of Environment & Infrastructure performance and achievements over the period 1 April to 30 September 2022.

**DECIDED:**

(a) That the report be noted;

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

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

## 10 **Chief Executive's Service Improvement Plan 2022/25 Mid-Year Monitoring Report**

There was submitted a report by the Chief Executive relative to the Chief Executive's Service Improvement Plan (the Plan).

The Plan set out development priorities for the service over the next three years. These were aligned to the new Council Plan and refreshed Community Plan.

The Plan set out the actions which would ensure continuous improvement across the service and the performance indicators which ensured the impact could be measured. These reflected the priority themes of the Council Plan.

The report contained details of the Chief Executive's Service performance and achievements over the period 1 April to 30 September 2022.

**DECIDED:**

- (a) That the report be noted;
- (b) That the progress to date on delivering the actions contained within the Chief Executive's Service Improvement Plan be noted; and
- (c) That the current performance of the service as measured by the scorecard indicators be noted.

## 11 **Revised Policy and Guidelines on Surveillance**

There was submitted a report by the Director of Finance & Resources relative to a review of the policy and guidelines on surveillance. The policy was reviewed every three years and was last reviewed in 2019.

The report advised that only minor amendments were required, predominantly to reflect changes to Authorising Officers due to staff changes. The revised Policy also expanded on data assurance in accordance with guidance from the Investigatory Powers Commissioner's Office ("IPCO"). The revised policy and guidelines were appended to the report.

**DECIDED:**

- (a) That the revised Policy and Guidelines on Surveillance, which formed the appendix to the report be approved;
- (b) That the Managing Solicitor (DPO) be authorised to continue to update the guidance note appended to the Policy as required; and
- (b) That the contents of the report be noted paragraph 5, regarding the number of applications for surveillance authorised by the Council in the last three years.

## 12 **Civic Hospitality**

There was submitted a report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from organisations for specific events as detailed below: -

- (a) Old Grammarians Curling Club 60th Anniversary – Civic Reception for 20 people at the Greenacres Curling Club on 12 November 2022;
- (b) Johnstone Pipe Band – Contribution towards civic hospitality at Tweedie Hall on 26 November 2022 to accompany their Ceilidh celebration of winning the World Championships in August 2022; and

(c) Ferguslie Cricket Club – Civic reception in the form of a buffet and drinks reception for approximately 90 people for their Night of Champions event to celebrate their treble win during their cricket season.

The report advised that the budget provision for 2022/23 for Civic Hospitality (including international Links) was £46,460. Should the above be agreed, and taking account of previous decisions, the remaining balance would be approximately £6,880.

**DECIDED:**

(a) That it be agreed that hospitality be provided as detailed above for Johnstone Pipe Band and Ferguslie Cricket Club;

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

(c) That the action taken by the Head of Corporate Governance in terms of his delegated authority in respect of the civic reception for the Old Grammarians Curling Club be noted.

### 13 **People Strategy 2021-26 - New and Revised HR&OD Policies**

There was submitted a report by the Director of Finance & Resources relative to implementation of four policies, from the Council's approved People Strategy: Our people Our Future 2021-2026. The policies, detailed in appendices 1 to 4 of the report were the

Revised Recruitment Policy (Appendix 1); New Menopause Policy (Appendix 2); Revised Managing Absence Policy (Appendix 3); and New Pregnancy Loss Policy (Appendix 4)

The report advised that consultation had taken place with the Trade Unions and Services and feedback had informed the development of the policies. All policies had been modernised and were updated in line with best practice, Council values and employment legislation.

**DECIDED:** That the new and updated HR&OD Policies as contained in appendices 1-4 of the report be approved.

### 14 **Annual Procurement Report 2021/2022**

There was submitted a report by the Director of Finance & Resources relative to the Annual Procurement Report 2021/22.

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

The Annual Report attached as Appendix 1 of the report, provided an update on key

indicators set in the Corporate Procurement Strategy for the period April 2020/23.

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

## 15 **Renfrewshire.gov.uk Alpha Phase (RC-COU-22-121)**

There was submitted a report by the Chief Executive relative to the award of a Call-Off Contract for Renfrewshire.gov.uk Alpha Phase (RC-CPU-22-121) to Manifesto Digital Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract (a Call-Off Contract) for Renfrewshire.gov.uk Alpha Phase (RC-CPU-22-121), following a two-stage further competition under the Crown Commercial Services Digital Outcomes & Specialists 5 Framework Agreement RM1043.7 Lot 1, to Manifesto Digital Limited (Companies House Registration no:07885631), in accordance with the Framework Agreement Order Form procedures;

(b) That it be noted that the estimated contract period would be six months. It being envisaged that the Call-Off Contract would commence on 12 December 2022 however the actual Call-Off start date would be confirmed in the order form issued by the Council to Manifesto Digital Limited; and

(c) That it be noted that the contract value would be up to £233,975 excluding VAT.

## 16 **Vehicle and Plant Hire with Operatives (RC-CPU-22-128)**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for Vehicle and Plant Hire with Operatives to John McGeady Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for Vehicle and Plant Hire with Operatives (RC-CPU-22-128) to John McGeady Limited;

(b) That it be noted that the intended starting date was 10 January 2023 with the service period being for a period of 2 years with the Council having the option, at its sole discretion, to extend the Contract on two occasions for a period of up to twelve months on each occasion. The actual starting date would be confirmed in the Council's letter of acceptance; and

(c) That it be noted that the cumulative spend made under this Contract would be up to a maximum value of £2,000,000 excluding VAT.

## 17 **National Care Home Contract Minute of Variation 22/23 (1)**

There was submitted a joint report by the Chief Executive and the Chief Officer,

Renfrewshire Health & Social Care Partnership relative to the progression of Minutes of Variation (MOV) to the National Care Home Contract (NCHC) for those Providers listed at Appendices 1 and 2 which applied for the period 11 April 2022 to 9 April 2023.

**DECIDED:**

(a) That the Minute of Variation (MOV) for changes to the National Care Home Contract (NCHC) relevant to the period from 11 April 2022 for the period to 9 April 2023 to all Providers listed in Appendices 1 and 2 to this report be noted;

(b) That it be noted that in accordance with the decision taken for the previous Minute of Variation, the increases applied were in accordance with the rates as nationally agreed by COSLA, CCPS and Scottish Care which was an increase in existing fees payable by 5.38% for nursing and 5.58% for residential;

(c) That it be noted that formal Minute of Variation for the Period 11 April 2022 to 9 April 2023, was issued to the Providers listed at Appendices 1 and 2 to this report for their completion; and

(d) That it be noted that the spend during the period from 11 April 2022 to 9 April 2023 under all NCHC contracts would be approximately £30 million excluding VAT.

**18 Contract Award: Upgrading of Artificial Pitch at Parkmains High School, (RC-CPU-22-105)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for upgrading the artificial pitch at Parkmains High School (RC-CPU-22-105) to Allsports Construction and Maintenance Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a Contract for the Upgrading of Artificial Pitch at Parkmains High School, (RC-CPU-22-105) to Allsports Construction & Maintenance Limited;

(b) That the Tendered Contract Sum of £311,175.57 excluding VAT and an additional 5% contingency for any unforeseen works be approved; and

(c) That it be noted that the date for commencement of the works was 13 February 2023 and the date for completion of the works was 11 April 2023. Any changes to these dates would be confirmed in the Council's letter of acceptance.

**19 Contract Award: Relocation of External Gas Services, (RC-CPU-22-022)**

There was submitted a joint report by the Chief Executive and the Director of Communities and Housing relative to the award of a contract for Relocation of External Gas Services, (RC-CPU-22-022) to Scotland Gas Networks PLC (SGN).

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award a Contract for the Relocation of External Gas Services, (RC-CPU-22-022) to Scotland Gas Networks PLC;
- (b) That the maximum contract value of up to £1.5 million, excluding VAT; for all Orders made under this Contract be approved; and
- (c) That it be noted that the Contract was for a period of three years commencing on 12 December 2022.

**Declaration of Interest**

Councillor Shaw having previously declared a non-financial interest in the following item of business as a family member attended Kirklandneuk Primary School and he was a member of the Parent Council left the meeting and took no part in the discussion or voting thereon.

Councillor Airlie-Nicolson assumed the Chair.

20 **Contract Award: Kirklandneuk Primary School Construction of a New MUGA Pitch (RC-CPU-22-106)**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for Kirklandneuk Primary School Construction for a New MUGA (Multi Use Games Area) Pitch, (RC-CPU-22-106) to Doe Sport (North) Limited.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award a Contract for the Kirklandneuk Primary School Construction of a New MUGA Pitch, (RC-CPU-22-106) to Doe Sport (North) Limited;
- (b) That the Tendered Contract Sum of £199,439.67, excluding VAT and an additional 5% contingency for any unforeseen works be approved; and
- (c) That it be noted that the date of possession of the site was 9 January 2023, and the date for completion of the works was 3 March 2023. Any changes to these dates would be confirmed in the Council's letter of acceptance.





## Minute of Meeting

### Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 09 November 2022	15:00	Via Teams Platform,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

### Representing Trade Unions

John Boylan and Mark Ferguson ( both UNISON); Kirsten Muat and Anne Canning (both GMB); and Gordon Cochrane (UNITE).

### In Attendance

G Hannah, Transportation & Change Manager (Environment & Infrastructure); and M Boyd, Head of HR & OD, R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, D Pole, End User Technician and J Barron and D Cunningham, both Assistant Committee Services Officers (all Finance & Resources).

### Recording of Meeting

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

## Apologies

L Kilicaslan, Senior Manager for CAH Services, Renfrewshire Health and Social Care Partnership; S Hicks (UNISON).

## Transparency Statement

Councillor Mullin indicated that he had a connection to items 4, 5 and 6 of the agenda as he was a member of the GMB Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 4, 5 and 6 of the agenda as she was a member of the Unison Union. However, she indicated that she had applied the objective test and did not consider she had an interest and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Gilmour indicated that he had a connection to items 4, 5 and 6 of the agenda as he was a member of the Unite Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

### 1 Appointment of Chair Person

It was proposed and agreed John Boylan chair the meeting.

**DECIDED:** That John Boylan chair the meeting.

### 2 Developments in Health, Safety and Wellbeing

There was submitted a report by the Director of Finance & Resources relative to health, safety and wellbeing issues since the previous meeting of the JCB (Non-Teaching) on 31 August 2022.

The Health & Safety Team continued to work collaboratively with key stakeholders, to ensure risks were assessed, review policies and guidance, support front line services in the delivery of emergency and prioritised work, evaluate contractor's and supplier's health and safety documentation when applying for contracts, respond to Freedom of Information requests, produce health and wellbeing guidance to support the workforce, and review all injury accidents occurring within the Council.

It was noted that Renfrewshire Council was in discussion with Greater Glasgow & Clyde Health Board relative to certain Council staff carrying Naloxone to assist with drug overdoses.

**DECIDED:**

(a) That the report be noted; and

(b) That it be noted that further progress reports regarding the carrying of Naloxone would be brought to this Board.

### 3 **Grievance Reports**

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there were a total of 11 grievances as at October 2022, which was an increase of two cases since the last meeting of this Board.

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

### 4 **Agency Workers**

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at September 2022 and detailing the capacity and Services in which they were engaged. The report advised that as at September 2022, 192 agency workers were employed across all Services, and that this was a reduction of 16 agency workers since August 2022.

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

### 5 **Timetable of Meetings 2023**

There was submitted a report by the Director of Finance & Resources relative to the proposed timetable of meetings for 2023.

The report advised that the current constitution of the JCB stipulated the frequency of meetings of the Board, currently requiring the Board to meet no less than five times per year. Following discussion with representatives of the management side and the trade union representatives it was proposed that meetings of the JCB Non-Teaching be held on 25 January, 15 March, 24 May, 30 August and 8 November 2023. It was agreed that all future meetings of the JCB Non-Teaching start at 3 pm.

**DECIDED:**

(a) That the proposed timetable for the JCB Non -Teaching meeting dates for 2023, detailed in the report, be approved; and

(b) That it be noted that future meetings of the JCB Non-Teaching would start at 3 pm.

6 **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 25 January 2023.

## Minute of Special Meeting Council

Date	Time	Venue
Thursday, 17 November 2022	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Provost Cameron, Convener, presided.

### In Attendance

A Russell, Chief Executive; 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 (both Chief Executive's); M Boyd, Head of People & Organisational Development, M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, D Low, Democratic Services Manager, R Devine and C MacDonald' both Senior Committee Services Officers, D Cunningham, and J Barron, both Assistant Committee Service Officers, G Dickie, Partnering & Commissioning Manager and D Pole, End User Technician (all Finance & Resources); V Hollows, Chief Executive and F Naylor, Head of Finance & Corporate Services (both OneRen); and C Laverty, Chief Officer, Health & Social Care Partnership.

## Also in Attendance

P Gillen, Audit Director and S Afzal, Audit Manager (both Audit Scotland).

## Webcasting of Council Meeting

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

## Declarations of Interest

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

### 1 **Annual Audit Report from Audit Scotland - 2021/22 Renfrewshire Council Annual Accounts**

Under reference to item 1 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 14 November 2022, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the Council's financial statements which had been undertaken by the Council's appointed external auditors, Audit Scotland. The report intimated that each year the Council's appointed external auditors carried out an audit of the Council's financial statements and provided an opinion as to whether those statements provided a fair and true view of the financial position of the Council and its income and expenditure for the year and also whether the accounts had been prepared in accordance with the Local Government (Scotland) Act 1973. The report also highlighted that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, a copy of the 2021/22 Annual Audit Report prepared by Audit Scotland and outlining their findings from the audit was appended to the report, together with a copy of the draft letter of representation provided by the Council's Chief Financial Officer outlining assurances provided in respect of the accounts.

It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, as amended by the Coronavirus (Scotland) Act 2020, the Council required to consider and approve the annual accounts for signature no later than 30 November 2022.

**DECIDED:** That the Annual Audit Report 2021/22 prepared by Audit Scotland be noted and that the letter of representation provided by the Council's Chief Financial Officer to Audit Scotland in respect of the accounts be approved.

## 2 **Audited Annual Accounts 2021/22 - Renfrewshire Council**

Under reference to item 2 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 14 November 2022, there was submitted a report by the Director of Finance & Resources relative to the audit of the Council's 2021/22 annual accounts, which had been undertaken by the Council's appointed external auditors, Audit Scotland. The report highlighted that the 2021/22 unaudited Renfrewshire Council Annual Accounts had been approved at the meeting of the Council held on 30 June 2022. Subsequently, the audit process had been substantially completed and an audit opinion, free from qualification, had been provided by Audit Scotland.

A copy of the Renfrewshire Council audited annual accounts 2021/22 was appended to the report for consideration and, if appropriate, signature. It was highlighted that there had been three significant changes to the accounts over the course of the audit in relation to the valuation of property assets, agency transactions in the Comprehensive Income and Expenditure Statement, and a regulatory change to the presentation of depreciation. Further detail in this connection was provided within the Annual Audit Report. In addition, minor and presentational changes had been agreed.

**DECIDED:** That the audited Renfrewshire Council annual accounts 2021/22, as appended to the report, be approved for signature, in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

## 3 **Audit Scotland Report - 2021/22 Common Good Funds and Coats Observatory Trust Annual Accounts**

Under reference to item 3 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 14 November 2022, there was submitted a report by the Director of Finance & Resources relative to the annual audit of the financial statements of the Common Good Funds and Coats Observatory Trust which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charities controlled by Renfrewshire Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and whether they had been prepared in accordance with the relevant regulations. The report also stated that in accordance with International Auditing Standards, Audit Scotland was obliged to provide a report which highlighted matters that had arisen during the course of the audit. In this connection, copies of the Annual Audit Reports, prepared by Audit Scotland, in respect of the Common Good Funds and Coats Observatory Trust were appended to the report which outlined the findings from the audit. It was noted that in terms of the Local Authority Accounts (Scotland) Regulations 2014, as amended by the Coronavirus (Scotland) Act 2020, the Council required to consider and approve the annual accounts for signature no later than 30 November 2022. It was further noted that following their removal from the charities register, the audit report covered the final set of accounts for the Common Good Funds.

**DECIDED** : That the Annual Accounts of the Common Good Funds and the Coats Observatory Trust for 2021/22 be approved for signature in accordance with the Local Authority Accounts (Scotland) Regulations 2014.

#### 4 **Audited Financial Statements 2021/22 – Common Good Funds and Coats Observatory Trust**

Under reference to item 4 of the Minute of the meeting of the Audit, Risk & Scrutiny Board held on 14 November 2022, there was submitted a report by the Director of Finance & Resources relative to the audit of the 2021/22 financial statements of charities controlled by Renfrewshire Council which had been undertaken by the Council's appointed external auditors, Audit Scotland.

The report highlighted that the 2021/22 unaudited financial statements of charities controlled by Renfrewshire Council had been approved at the meeting of the Council held on 30 June 2022. The report intimated that each year the Council's appointed external auditors carried out an audit of the financial statements of the charities controlled by Renfrewshire Council and provided an opinion as to whether those statements provided a fair and true view of the financial position of the charities and their income and expenditure for the year and whether they had been prepared in accordance with the relevant regulations.

The report advised that there was one change to the property value of Trust assets and no significant changes to the annual accounts required over the course of the audit process and that minor presentational changes had been agreed.

A copy of the audited Trustees' Annual Report and Financial Statements 2021/22 for the Common Good Funds and Coats Observatory Trust were appended to the report for consideration and, if appropriate, signature.

**DECIDED**: That the Audited Financial Statements 2021/22 for charities controlled by Renfrewshire Council, attached to the report, be approved.



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

Date	Time	Venue
Tuesday, 22 November 2022	09:30	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### PRESENT

Councillor Stephen Burns, Councillor Neill Graham: Councillor Bruce MacFarlane: Councillor Marie McGurk: Councillor Ben Smith.

### CHAIR

Councillor Burns, Convener, presided.

### IN ATTENDANCE

The appellant and his representative; L Rennie, Operations Manager, M Ure, Lead Officer, Tasking & Development (both Environment & Infrastructure); K Clark, Principal HR and OD Adviser, L Stewart, Senior HR Adviser, C MacDonald, Senior Committee Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance & Resources).

### APOLOGIES

Councillor Alison Ann-Dowling: Councillor John McNaughtan: Councillor Jim Paterson.

### DECLARATIONS OF INTEREST

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

### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **ENVIRONMENT & INFRASTRUCTURE**

Consideration was given to an appeal submitted by an employee of Environment & Infrastructure following his dismissal from the Council's employment.

The appellant and his representative attended in relation to the appeal. L Rennie, Operations Manager, Environment & Infrastructure and L Stewart, Senior HR Adviser, Finance & Resources, represented management.

L Rennie, Operations Manager, Environment & Infrastructure presented the management case. M Ure, Lead Officer (Tasking & Development), Environment & Infrastructure was called as a witness.

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

The appellant's representative then presented the appellant's case to the panel. Thereafter the management representative and members of the Panel were afforded the opportunity to question the appellant and his representative, and the evidence presented.

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

Following discussion, it was the Panel's decision that the grounds of the appeal had not been substantiated and that the appeal was not upheld.

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

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

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

Date	Time	Venue
Monday, 28 November 2022	16:15	Remotely via Teams,

### PRESENT

Councillor Burns, Councillor Devine, Councillor Leishman, Councillor Steel.

### CHAIR

Councillor Burns, Convener, presided.

### IN ATTENDANCE

K Clark, Principal HR & OD Adviser, L Mullin, Principal HR Adviser and E Gray, Senior Committee Services Officer (all Finance & Resources).

### DECLARATIONS OF INTEREST

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

### EXCLUSION OF PRESS AND PUBLIC

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

1 **ENVIRONMENT & INFRASTRUCTURE SERVICES - APPEAL AGAINST  
DISMISSAL**

Under reference to item 1 of the Minute of the meeting of the Personnel Appeals and Applied Conditions of Service Appeals Panel held on 27 October 2022, the panel were advised that the appellant had subsequently withdrawn their appeal and that no further action was required.

**DECIDED:** That it be noted that the appellant had withdrawn their appeal and that no further action was required.

## Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 30 November 2022	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Alison Ann-Dowling, Councillor Jacqueline Cameron, Councillor Michelle Campbell, Councillor Graeme Clark, Councillor Gillian Graham, Councillor Neill Graham, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain McMillan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Councillor Andy Steel

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

A Russell, Chief Executive; M Crearie, Director of Communities & Housing; A MacArthur, Director of Finance & Resources; G McNeil, Director of Environment & Infrastructure; S Quinn, Director of Children's Services; L McIntyre, Head of Policy & Commissioning; L Mahon, Head of Marketing & Communications; B Walker, Programme Director - City Deal & Infrastructure, A Armstrong-Walter, Strategic Partnership & Inequalities Manager and K Nicoll, Lead Officer (Culture Regeneration) (all Chief Executive's); M Conaghan, Head of Corporate Governance, C McCourt, Head of Finance & Business Services, D Low, Democratic Services Manager, C MacDonald, Senior Committee Services Officer and D Pole, End User Technician (all Finance & Resources); V Hollows, Chief Executive and J Doherty, Strategic Communications & Public Affairs Manager (both OneRen); and C O'Byrne, Head of Health & Social Care (Paisley), (Renfrewshire Health & Social Care Partnership).

### Webcasting of Meeting

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

## Transparency Statement

Councillor Ann-Dowling indicated that she had a connection to item 3 of the agenda - Fairer Renfrewshire Update - and item 8 of the agenda - Future Paisley Cultural Funding Programme 2022 - by reason of her being a Director of Renfrewshire Citizens Advice Bureau. However, she indicated that she had applied the objective test and did not consider that she had an interest to declare and intimated that it was her intention to remain in the meeting and to take part in any discussion and voting thereon.

## Declarations of Interest

Councillor Campbell declared an interest in item 3 of the agenda - Fairer Renfrewshire Update - and item 8 of the agenda - Future Paisley Cultural Funding Programme 2022 - as she was the Chair of Erskine Arts and intimated that it was her intention to leave the meeting and take no part in the discussion and voting thereon.

Councillor Hannigan declared an interest in item 8 of the agenda - Future Paisley Cultural Funding Programme 2022 - as she was a member of Paisley Opera and intimated that it was her intention to leave the meeting and take no part in the discussion and voting thereon.

## 1 Revenue and Capital Budget Monitoring Report

There was submitted a joint report by the Chief Executive, Director of Finance & Resources, and the Chief Finance Officer, Renfrewshire Health & Social Care Partnership relative to revenue and capital budget monitoring as at 16 September 2022.

The report intimated that the projected revenue and capital outturn at 31 March 2023 for those services reporting to this Board was an underspend of £0.693 million and a breakeven position respectively.

### **DECIDED:**

- (a) That the projected revenue outturn position as detailed in Table 1 of the report be noted;
- (b) That the projected capital outturn position as detailed in Table 2 of the report be noted; and
- (c) That the budget adjustments as detailed at sections 4 and 6 of the report be noted.

## 2 Fairer Renfrewshire Sub-committee

There was submitted the Minute of the meeting of the Fairer Renfrewshire Sub-committee held on 26 October 2022.

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

### 3 **Fairer Renfrewshire Update**

There was submitted an update report by the Chief Executive relative to all key activities that had been progressed as part of the local response since the last meeting of this Board held on 14 September 2022, including the launch of the Winter Connections programme in November 2022.

The report also provided details of the Fairer Renfrewshire Sub-committee's call for evidence session held on 2 October 2022, the purpose of which was to engage with local community and third sector organisations on the impact of the cost of living crisis and to identify further actions that partners could take forward in response to support local people. The report highlighted the overarching messages from the session and intimated that a follow-up meeting was being scheduled in order to explore further practical steps to take forward in partnership, and to share emerging trends and experiences through the winter period.

In relation to the Winter Connections programme, which provided a network of local places and spaces where people could connect to others in their community this winter. the report referred to the £50,000 of grant funding allocated by the Leadership Board in September 2022, to support local groups and organisations to participate in the programme and to contribute some of the costs of delivery where this was required. Appendix 1 to the report detailed approved applications. The report proposed that a further £20,000 be allocated to the Winter Connections fund to allow additional awards, and to allow the programme to extend into January and February 2023. In addition, the report proposed that £10,000 of grant funding be awarded to OneRen to deliver a programme of Winter Connections activities across Renfrewshire's library network.

**DECIDED:**

- (a) That the content of the report be noted;
- (b) That the funding awarded to 15 organisations through the Winter Connections Funding, as detailed at Appendix 1 to the report, noted;
- (c) That the allocation of an additional £30,000 to the Winter Connections programme; to top-up the Winter Connections small grants fund for community organisations by an additional £20,000 as well as awarding a grant of £10,000 to OneRen to provide a programme of Winter Connections activities across Renfrewshire's libraries be approved;
- (d) That the allocation of £29,659.54 from the Recovery Change Fund to support the initiatives detailed in Section 5 of this report be approved; and
- (e) That it be agreed that the Recovery Change Fund remain open for new applications until end February 2023.

## 4 Council Plan 2022 to 2027 - Performance Framework

Under reference to item 6 of the Minute of the meeting of Renfrewshire Council held on 29 September 2022, when the Council Plan 2022-27 (the Plan) was approved, there was submitted a report by the Chief Executive relative to the proposed performance framework for the Plan.

The report intimated that the Plan set out how the Council would work with partners, communities and businesses to progress the five strategic outcomes of Place, Economy, Fair, Green and Living our values. The Plan also described a cross-cutting theme – improving outcomes for children and families and it was highlighted that every one of the five strategic outcomes should directly contribute to this outcome and demonstrate that services were working together.

The performance framework included a targeted suite of actions and indicators, progress against which would be reported to this Board every six months. Where possible, the scorecard of indicators for each Council plan outcome would contain quarterly and annual indicators to ensure that members of the Board were able to access timely and relevant performance information. The report noted that work was ongoing to develop more outcome focused performance measures, which would assist the Council to demonstrate the impact that services had on the lives of local people and communities. It was indicated that additional measures such as these could be recommended for inclusion in the framework as the Council Plan was taken forward.

The report proposed that the performance framework was subject to regular review by this Board in order to ensure that it remained aligned with the strategic priorities of the Council as these evolved over time and as the most effective actions and indicators continued to be developed.

### **DECIDED:**

(a) That the Council Plan Performance Framework attached as Appendix 1 to the report be approved and;

(b) That it be noted that six-monthly updates on progress would be reported to this Board with the first being presented in June 2023.

## 5 City Deal and AMIDS Projects Update

There was submitted an update report by the Chief Executive relative to the progress of Renfrewshire Council's Glasgow City Region City Deal and Advanced Manufacturing Innovation District Scotland (AMIDS) projects being undertaken by the Council's City Deal and Infrastructure Team.

The report intimated that the Council was delivering a regeneration agenda, focused on creating the infrastructure and business environment that would generate economic growth and jobs whilst promoting active travel and green opportunities ensuring that the area was a fairer, more inclusive place where people, communities, visitors and businesses thrived. As a partner in the Glasgow City Region City Deal, signed in 2014, the Council along with the Scottish and UK Governments and the



other Member Authorities had been tasked with growing the economy through the delivery of £1.13 billion of infrastructure projects and supporting economic development activity. The report highlighted that since the City Deal projects were approved in 2014, the scale of the economic shock from global events such as the pandemic and war in Ukraine had been unforeseeable. However, the Council continued to invest and build on the enabling infrastructure provided by the City Deal to deliver the AMIDS and the Levelling Up funded AMIDS South project as completion of these projects were central to the recovery and inclusive growth of the Renfrewshire economy.

**DECIDED:** That the scale of ambition and progress of the City Deal and AMIDS projects as outlined in this report be noted.

## 6 **Six Monthly Monitoring Report – OneRen**

There was submitted a report by the Chief Executive relative to the performance of OneRen and providing a summary of the environment in which the organisation was operating within and highlighting key achievements over the last six months, listed under the organisation's four strategic objectives.

The report also provided national performance indicator data for cultural and leisure services, including indicators on digital engagement. The report advised that OneRen currently reported on approximately 70 operational performance indicators to meet the terms of the services agreement with the Council, five of which were reported nationally on behalf of the Council through the Local Government Benchmarking Framework. However, it was noted that over the last two years, OneRen's operating model had adapted and shifted due to the pandemic to meet the changing needs of Renfrewshire communities and this made comparisons of annual performance indicators difficult from 2020/21 onwards. OneRen's recovery operating model 2022/23 reflected a greater focus on increasing physical attendance at its venues. Therefore, the financial strategy recognised that the charity was not operating at identical capacity to pre pandemic levels and this was reflected in some of the performance data reported.

**DECIDED:** That the progress being made by OneRen in the delivery of its Business Plan for 2022/23 be noted together with the change in the operating context for performance statistics.

## 7 **Future Paisley Programme 6-monthly Progress Update**

There was submitted an update report by the Chief Executive relative to a strategic overview of the programme of cultural regeneration activity being delivered by the Council and its partners, through Future Paisley and provided an update on the previous six months of programme activity.

The report intimated that on 21 February 2018, following Paisley's Bid for UK City of Culture, this Board had agreed resources to deliver a bid legacy action plan and further embed the Council's approach to cultural regeneration, building on the momentum and profile created through the bidding process. Accordingly the Future Paisley programme was created and covered several commitments, originally expected to be delivered by the end of 2021, but which had been extended to April 2024, due to the impact of the Covid19 pandemic. These commitments were detailed

in the report, including the step change ambitions to: radically change Paisley's image and reputation in Scotland, the UK, and internationally; raise prosperity and increase wellbeing in our communities; Paisley would be recognised for its cultural innovation; transform Paisley into a vibrant town centre; and develop a sustainable and resilient creative economy in Renfrewshire. The report included a spotlight on programme activity contributing to the first two Step Changes. The report also highlighted the programme's focus over the next six months.

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

## 8 **Future Paisley Cultural Funding Programme 2022**

There was submitted an update report by the Chief Executive relative to the award of cultural funding in 2022, through Round 12 of the Culture, Heritage and Events Fund (CHEF) and Round 3 of the Cultural Organisational Development Fund (CODF), funded by Future Paisley. Recommendations for awards were made by Renfrewshire Council's Cultural Review Panel. The report intimated that 33 grant awards had been made to the value of £426,233.

The report intimated that three projects of interest had been identified by the Review Panel for further development by the Head of Marketing & Communications, and funding through Future Paisley, recognising their strength and potential impact.

The report further advised that OneRen officers would engage directly with artists, groups and organisations from an ethnic minority background, recognising the number of applications from this group, to provide advice and support for future applications and to facilitate access to existing networks in Renfrewshire. It was noted that work to identify a recurring Fund to support cultural organisational development would continue through Future Paisley and the Renfrewshire Cultural Strategy working group and that an evaluation of the 2022 funding programme would be brought to a future meeting of this Board.

**DECIDED:**

(a) That the decisions of the Cultural Review Panel to award cultural grants as part of Round 12 of CHEF and Round 3 CODF as follows be noted: 23 CHEF grant awards to the total value of £226,233; 10 CODF grant awards to the total value of £200,000; and

(b) That the recommendations made for development activity to support Renfrewshire's cultural and creative sector for action by OneRen officers; and recommendations for the development and funding of three projects of interest for action by the Head of Marketing & Communications be noted.

## 9 **Renfrewshire Gaelic Language Plan 2022-27**

There was submitted a report by the Chief Executive relative to the Renfrewshire Gaelic Language Plan 2022-27.

The report intimated that public authorities had a responsibility under the Gaelic Language (Scotland) Act 2005 to produce a Gaelic Language Plan. Gaelic Language Plans allowed the public sector to demonstrate how they contributed to creating a

sustainable future for Gaelic by raising the status and profile of the language. Renfrewshire's Gaelic Language Plan 2022-27 outlined the steps the Council would take to support Gaelic in the Council and in Renfrewshire communities.

Councillor Nicolson, seconded by Councillor McGurk, moved that the Leadership Board approve Renfrewshire's Gaelic Language Plan 2022-27 for publication.

Councillor McMillan, seconded by Councillor Ann-Dowling, moved as an amendment that the Board agrees to continue the report until full costings of this plan are available to members.

On the roll being called, the following members voted for the amendment: Councillors Ann-Dowling, Clark, G Graham, N Graham, Leishman and McMillan.

The following members voted for the motion: Councillors J Cameron, Campbell, Hannigan, McGurk, Nicolson, Paterson, Rodden, Shaw and Steel.

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

**DECIDED:** That Renfrewshire's Gaelic Language Plan 2022-27 be approved for publication.

## 10 **The Royal National Mod 2023: Mod Phaislig**

There was submitted an update report by the Chief Executive relative to arrangements underway to prepare for Paisley to host The Royal National Mòd in October 2023. The official handover of the event from the 2022 host city Perth, took place at the culmination of the Perth Mòd on Saturday 22 October, and was attended by Renfrewshire's Provost.

The report intimated that this would be the second time that Paisley had hosted the Mòd, building on the success of the 2013 festival, which at the time was one of the best attended in the event's history, attracting over 8000 visitors over the nine days, and the economic benefits to the area of this event were highlighted.

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



## Minute of Meeting

### Fairer Renfrewshire Sub-committee

Date	Time	Venue
Wednesday, 26 October 2022	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jacqueline Cameron, Councillor Graeme Clark, Councillor Anne Hannigan, Councillor Alec Leishman, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor Jim Paterson

#### Chair

Councillor J Cameron, Convener, presided.

#### In Attendance

L McIntyre, Head of Policy and Commissioning and A Armstrong-Walter, Strategic Partnership and Inequalities Manager (both Chief Executive's); and D Low, Democratic Services Manager, C MacDonald, Senior Committee Services Officer and D Cunningham, Assistant Committee Services Officer (all Finance and Resources).

#### Also in Attendance

S McAulay and H Kay (both Star Project) and D Reilly (Poverty Alliance).

#### Declarations of Interest

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

## 1 **Cost-of-Living Evidence Session - Summary Report**

There was submitted a report by the Chief Executive relative to the cost-of-living evidence session with elected members and representatives from third sector partners which had been held on 12 October 2022 at Renfrew Town Hall.

The report intimated that the session had focussed on two questions: “What was the impact of the cost-of-living crisis locally?” and “What action could we take locally to address the crisis?”. The outcome of the session, including key messages, was included in the summary document appended to the report.

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

## 2 **Cost-of-Living Update**

There was submitted a report by the Chief Executive relative to a number of recent developments in the cost-of-living crisis, including a number of policy changes at both a UK and Scottish level.

The report highlighted three key changes including the rise in the cost of energy due to the increase in the energy price cap on 1 October 2022 and the introduction of an Energy Price Guarantee to reduce the impact of this on households until April 2023; the rise in the level of inflation to 10.1% and the predicted future rise of this rate to 11%; and the impact of volatility in financial markets upon the withdrawal of certain mortgage products and the general increase in mortgage interest rates.

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

## 3 **Fairer Renfrewshire Programme**

There was submitted a report by the Chief Executive relative to an overview of the initial priorities and workstreams within the Fairer Renfrewshire programme, and setting out a draft programme for the Fairer Renfrewshire Sub-Committee for the next three Sub-committee meetings.

The report intimated that there were four key emerging themes which were shared across all elements of the Fairer Renfrewshire programme: improving financial security; advancing equality of opportunity; building community capacity and resilience; and listening to lived experience. These key themes would be incorporated into the agendas for the meetings of the Sub-committee to be held in February, March and May 2023 although the report highlighted that the programme of items may need to be adapted to reflect emerging priorities and developments.

The Fairer Renfrewshire programme would continue to be developed in response to engagement from both local partners and also residents. The cost-of-living evidence session held on 11 October 2022 with third sector partners was anticipated to form an ongoing dialogue between partners and the Sub-Committee to inform the development of the programme. In addition, the work being undertaken to establish a panel of local people with lived experience of poverty should also provide the Sub-

committee with significant further insight to assist with the development of the programme.

**DECIDED:**

(a) That the report be noted; and

(b) That the initial programme for the Sub-Committee until May 2023 be agreed.

#### 4 **Participation, poverty and practice in Renfrewshire - A test of change**

The Strategic Partnership and Inequalities Manager gave a presentation on the Participation, poverty and practice in Renfrewshire – A test of change programme. She highlighted the Council's long-standing commitment to tackling poverty in Renfrewshire and set out the process of recruiting a panel of 'lived experience' volunteers to help inform the programme.

D Reilly, Poverty Alliance, highlighted the importance of the Star Project's delivery of the programme locally and S McAulay and H Kay, both Star Project, set out the support that would be given to Panel members, many of whom would represent the 60% of 'recent strugglers' who were in employment but had been adversely impacted by the cost-of-living crisis.

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

#### 5 **Alcohol and Drugs Change Programme – Overview**

The Head of Policy and Commissioning gave a presentation on the Alcohol and Drugs Change Programme.

She referred to the establishment of the Alcohol and Drugs Commission in 2018 and its key findings and recommendations that were released in 2020. The presentation set out the key outcomes of the Alcohol and Drugs Change Programme and highlighted that some of these outcomes would feed into the Fairer Renfrewshire agenda.

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

#### 6 **Winter Connections Programme**

The Strategic Partnership and Inequalities Manager gave a presentation on the Winter Connections Programme, a network of local places where people could connect to others in their community this winter.

The presentation highlighted the purpose of the Winter Connections Fund which would provide assistance to local groups to help cover the additional costs in making venues, activities and sessions available as part of the Winter Connection Programme.

The presentation set out the timeline and next steps for the Programme.

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



## Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Monday, 05 December 2022	10:00	Remotely by Teams,

**Present:** Councillor Lisa-Marie Hughes, Councillor Cathy McEwan, Councillor John McNaughtan, Councillor Andy Steel

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

G McIntosh, Tasking & Deployment Co-ordinator (Communities & Housing Services); D Campbell, Assistant Managing Solicitor (Licensing); E Currie and E Gray, both Senior Committee Services Officers; D Head and J Whitehead, both End User Technicians and R McCallum, Administrative Assistant (all Finance & Resources).

### Recording of Meeting

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

### Apologies

Councillors Audrey Doig, Montgomery and Mullin.

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

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

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

Obaidullah Asadi P0147

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

Following consideration of Mr Asadi's submission, the meeting adjourned to allow members to consider the matter. The meeting was reconvened and the Convener proposed that Mr Asadi's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect. This was agreed unanimously.

**DECIDED:** That Mr Asadi's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.