

## Minute of Meeting Council

Date	Time	Venue
Thursday, 24 June 2021	09:30	Teams Meeting,

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

### In Attendance

S Black, Chief Executive; S Quinn, Director of Children's Services; M Crearie, Director of Communities & Housing Services; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, B Walker, City Deal Project Director and L Adamson, Communications & Public Affairs Manager (all Chief Executive's); J Trainer, Head of Child (Care & Criminal Justice Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, L Belshaw and D Low, both Democratic Services Managers, G Dickie, Partnering & Commissioning Manager, S Milligan, Service Desk/Remote Support Team Leader, I Blair, and D Pole, End User Technicians and R Devine, E Gray, C MacDonald and P Shiach, all Senior Committee Services Officers (all Finance & Resources); C Dalrymple, Communities & Regulatory Manager (Communities and Housing Services); S Strachan, Interim Chief Officer, (Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure Limited).

### Apologies

Councillor Don.

## **Chair**

Provost L Cameron presided.

## **Declarations of Interest**

Councillor Shaw declared a non-financial interest in respect of item 9 Motion 3 and item 12 Motion 6 of the agenda in that he was a member of the Strathclyde Pension Fund Board. He intimated that he would remain in the meeting and take part in any discussion or voting thereon.

Councillor Begg declared a non-financial interest in respect of item 10 Motion 4 and item 11 Motion 5 of the agenda in that he was a Member of the Board of Renfrewshire Leisure. He intimated that he would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of item 10 Motion 4 and item 11 Motion 5 of the agenda in that she was the Chair of the Board of Renfrewshire Leisure. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor McCartin declared a non-financial interest in respect of item 10 Motion 4 and item 11 Motion 5 of the agenda in that she was a Member of the Board of Renfrewshire Leisure. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Brown declared a non-financial interest in respect of item 18 Motion 12 of the agenda in that a family member was a care home resident. He intimated that he would remain in the meeting and take part in any discussion or voting thereon.

Councillor Dowling declared a non-financial interest in respect of item 18 Motion 12 of the agenda in that a family member was a care home resident. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

Councillor Hughes declared a non-financial interest in respect of item 18 Motion 12 of the agenda in that she was a member of Renfrewshire Health and Social Care Integration Joint Board. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

## **Recording of Meeting**

Prior to the commencement of the meeting, the Provost intimated that this meeting of the Council would be recorded and that the recording would be available to watch on the Council's website.

## **Additional Item**

Provost Cameron intimated that she had received notice of an emergency motion by Councillor Dowling seconded by Councillor Bibby which had not been included in the Notice calling the meeting.

Provost Cameron ruled that in terms of Standing Order 14(b), the emergency motion by Councillors Dowling and Bibby be considered by the Council as a matter of urgency to have safety concerns addressed. The emergency motion would be taken up as an additional item of business at the end of the meeting as agenda item 19.

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

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

Council, 13 May 2021

Placing Requests & Exclusions Appeals Panel, 17 May 2021

Communities, Housing & Planning Policy Board, 18 May 2021

Placing Requests & Exclusions Appeals Panel, 19 May 2021

Regulatory Functions Board, 19 May 2021

Education & Children's Services Policy Board, 20 May 2021

Audit, Risk & Scrutiny Board, 24 May 2021

Infrastructure, Land & Environment Policy Board, 26 May 2021

Finance, Resources & Customer Services Policy Board, 2 June 2021

Regulatory Functions Board, 3 June 2021

Petitions Board, 7 June 2021

Leadership Board 16 June 2021

Under reference to page 578 of the Minute of the meeting of the Placing Requests & Exclusions Appeals Panel held on 19 May 2021 it was requested that the Minute be amended to reflect that not all of the decisions taken at the meeting were unanimous.

**DECIDED:** That the Minutes be approved subject to the amendment to the Placing Requests & Exclusions Appeals Panel held on 19 May 2021 to reflect that not all of the decisions taken at the meeting were unanimous.

### **2 Annual Accounts 2020/21**

There was submitted a report by the Director of Finance & Resources relative to the Council's Accounts and Group Accounts for 2020/21, which were appended to the report, and which would be submitted for audit by the statutory deadline of 30 June 2021.

The unaudited accounts and associated working papers would, subject to approval, be passed to the external auditor (Audit Scotland) for review. Their report on the accounts would be submitted to a future meeting of the Audit, Risk & Scrutiny Board for consideration prior to the audited accounts being presented to Council for approval.

The Annual Governance Statement had been incorporated into the annual accounts document and this also required specific approval by Council.

In compliance with charity accounting requirements, the Council's accounts did not incorporate statements relating to Common Good Funds and the Charitable Trust Funds which the Council controlled. Separate accounts had been prepared to meet these requirements.

**DECIDED:**

- (a) That subject to audit, the Renfrewshire Council Annual Accounts for 2020/21 be approved;
- (b) That the Director of Finance & Resources be authorised to submit the accounts to external audit within the relevant timescales;
- (c) That the annual governance statement for 2020/21 be approved;
- (d) That it be noted that Audit Scotland would endeavour to complete the audit of the annual accounts in line with the timescales indicated by Scottish Ministers and that an update on this position would be provided to the next meeting of Council;
- (e) That the revenue outturn position for the Council be noted and the sums earmarked within the General Fund reserves and HRA reserves, as outlined in section 3.3 of the report, be approved;
- (f) That it be noted that the Council would develop a revised financial strategy for a future meeting that considered all balances available in the context of the Council's medium term financial position and continued Covid-19 recovery, and that where appropriate balances be utilised to underpin the ongoing financial sustainability of the Council over the medium term;
- (g) That the transfer of resources outlined in Table 1 and Appendix 1 of the report be approved; and
- (h) That, subject to audit, the annual accounts for the Renfrew, Paisley and Johnstone Common Good Funds and the Coats Observatory Trust Fund, which under accounting regulations required to be separately prepared and audited from the Council's accounts, be approved.

**3 Treasury Management Annual Report 2020/21**

There was submitted a report by the Director of Finance & Resources relative to the Treasury Management Annual Report 2020/21 submitted in accordance with the Local Government Investments (Scotland) Regulations 2010 which outlined treasury management activity over the year.

The report intimated that during 2020/21 all aspects of the Treasury Policy Statement were complied with and provided an overview of Treasury activities, including the Treasury Portfolio Position as at 31 March 2021, reviews of borrowing and investment outturn, borrowing strategy and new borrowing, investment strategy and investment outturn. Details of debt rescheduling and compliance with Treasury limits were also provided.

**DECIDED:** That the Treasury Management Annual Report 2020/21 be approved.

#### 4 **Governance Arrangements and Appointment of the Chair of the Villages Local Partnership**

There was submitted a report by the Director of Finance & Resources relative to the next cycle of Board meetings starting in August 2021, up to and including 30 September 2021. The report also covered the appointment of the Chair of the Villages Local Partnership to replace Councillor Don, who had resigned from that role. This report replaced the report with the same title which was circulated with the agenda for the meeting.

The report set out the proposed arrangements for the next cycle of Board meetings, taking into account a number of key issues including the Scottish Government's proposed timetable for easing Covid-19 restrictions, current social distancing measures and the impact of these on indoor meetings and the availability of a system to allow meetings to take place using a blend of in-person and remote attendees.

Councillor Sheridan, seconded by Councillor Sharkey, moved:

- (a) That the completion of the Public-i system installation be noted;
- (b) That the arrangements for the next cycle of Council and Board meetings set out in section 4 of the report, including the option to use hybrid meetings should Scottish Government guidance allow it, be approved;
- (c) That the Head of Corporate Governance be authorised to put in place protocols for the proper conduct of hybrid meetings in consultation with the Group and Party leaders;
- (d) That the application of Procedural Standing Orders to hybrid meetings, as set out in section 4.7 of the report be approved;
- (e) That a further report on the arrangements for future meetings of Council and Boards would be brought to the next Council meeting on 30 September 2021; and
- (f) That Councillor Hood be appointed to the position of Chair of the Villages Local Partnership.

Councillor Nicolson, seconded by Councillor Patterson, then moved as an amendment:

- (a) That the completion of the Public-i system installation be noted;
- (b) That the arrangements for the next cycle of Council and Board meetings set out in section 4 of the report, including the option to use hybrid meetings should Scottish Government guidance allow it, be approved;
- (c) That the Head of Corporate Governance be authorised to put in place protocols for the proper conduct of hybrid meetings in consultation with the Group and Party leaders;

(d) That the application of Procedural Standing Orders to hybrid meetings, as set out in section 4.7 of the report be approved;

(e) That a further report on the arrangements for future meetings of Council and Boards would be brought to the next Council meeting on 30 September 2021; and

(f) That Councillor Audrey Doig be appointed to the position of Chair of the Villages Local Partnership.

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

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

The following member abstained: Councillor McCartin

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

#### **DECIDED:**

(a) That the completion of the Public-i system installation be noted;

(b) That the arrangements for the next cycle of Council and Board meetings set out in section 4 of the report, including the option to use hybrid meetings should Scottish Government guidance allow it, be approved;

(c) That the Head of Corporate Governance be authorised to put in place protocols for the proper conduct of hybrid meetings in consultation with the Group and Party leaders;

(d) That the application of Procedural Standing Orders to hybrid meetings, as set out in section 4.7 of the report be approved;

(e) That a further report on the arrangements for future meetings of Council and Boards would be brought to the next Council meeting on 30 September 2021; and

(f) That Councillor Hood be appointed to the position of Chair of the Villages Local Partnership.

## **5 Regulation of Bus Services**

Under reference to item 11 of the Minute of the meeting of the Council held on 13 May 2021, there was submitted a report by the Director of Environment & Infrastructure relative to the decision to bring a report to this meeting on the Transport (Scotland) Act 2019 option for local authorities to regulate bus services and providing an update on progress to deliver the Audit, Risk & Scrutiny Board's review of bus deregulation in Renfrewshire.

The report provided details of the Board's review which was ongoing. It was highlighted that the review had made good progress and had engaged with a number of key stakeholders prior to being paused due to the Covid-19 pandemic. It was hoped that the review would conclude in late 2021/early 2022.

The report also set out the main provisions of the Transport (Scotland) Act 2019 in terms of public transport, including the provision of bus services by Local Transport Authorities, the creation of Bus Service Improvement Partnerships, the franchising of local services, the provision of service information to passengers and ticketing arrangements. The impact of the pandemic on the implementation of these provisions was also outlined.

**DECIDED:**

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

(b) That the delays to the implementation of the provisions of the Transport (Scotland) Act 2019 be noted; and

(c) That it be noted that subsequent reports would be brought to the Infrastructure, Land & Environment Policy Board to update on progress with implementation over the course of 2021/2022.

**6 Standards Commission for Scotland Outcome of Investigation**

Under reference to item 6 of the Minute of the meeting of the Council held on 4 March 2021, there was submitted a report by the Head of Corporate Governance relative to an investigation by the Standards Commission for Scotland into complaints raised against Councillor Paul Mack.

The report provided an overview of the investigation into the complaints which had been raised and advised that at a hearing held on 3 May 2021 the Commission had determined to disqualify Councillor Mack for a period of 16 months, from being, or from being nominated for election as, or from being elected, a councillor, with effect from 10 May 2021.

The report also advised that Councillor Mack had lodged an appeal to the Sheriff Principal and that this would be heard in court at a date yet to be fixed.

**DECIDED:**

(a) That, in accordance with the terms of the Ethical Standards in Public Life etc. (Scotland) Act 2000, the findings of the Standards Commission on the complaints against Councillor Mack be noted; and

(b) That it be noted that Councillor Mack had submitted an appeal against the sanction imposed on him by the Commission.

**7 Notice of Motion 1 by Councillors McCartin and Andy Doig**

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

## "Disabled Parking Bays

Renfrewshire Council agrees to increase checks by wardens on the use of Disabled Bays throughout Renfrewshire, and to assess the number of non-badge holders who are found to be using them.

Council also agrees to advertise more widely the FREE car parking which people can use in our car parks until this benefit is withdrawn."

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

It was proposed that in addition an update on the issue be submitted to a future relevant Board meeting. This was agreed.

### **DECIDED:**

(a) That Council agrees to increase checks by wardens on the use of Disabled Bays throughout Renfrewshire, and to assess the number of non-badge holders who are found to be using them; and

(b) That Council agrees to advertise more widely the free car parking which people can use until this benefit is withdrawn; and

(c) That an update on the issue be submitted to a future relevant Board meeting.

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

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

### "Review of Scottish Planning Policy

Renfrewshire Council reiterates its view that communities, via Community Councils, should have the same right of appeal to the Planning Minister, in relation to planning decisions, as applicants, and calls on the Scottish Government to review and amend existing planning legislation accordingly.

Council recognises the positive elements of the Planning Act (Scotland) 2019, such as the provisions for Local Place Plans envisaged as enabling communities to have a stronger say in deciding how their local areas are developed.

Council further believes this spirit of engagement and community empowerment should also inform the examination and formulation of Local Development Plans, to ensure statutory consultation between the Reporter, Community Councils, and local ward Councillors at all stages in their creation."

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

Councillor Brown, seconded by Councillor Sharkey, moved as an amendment that in addition "or other appropriate community bodies" be included in the first paragraph of the motion following 'Community Councils'.

In terms of Standing Order 27, Councillors Andy Doig and McCartin, 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 reiterates its view that communities, via Community Councils or other appropriate community bodies, should have the same right of appeal to the Planning Minister, in relation to planning decisions, as applicants, and calls on the Scottish Government to review and amend existing planning legislation accordingly;

(b) That Council recognises the positive elements of the Planning Act (Scotland) 2019, such as the provisions for Local Place Plans envisaged as enabling communities to have a stronger say in deciding how their local areas are developed; and

(c) That Council further believes this spirit of engagement and community empowerment should also inform the examination and formulation of Local Development Plans, to ensure statutory consultation between the Reporter, Community Councils, and local ward Councillors at all stages in their creation.

**Declarations of Interest**

Councillor Shaw having previously declared an interest in the following item remained in the meeting.

9 **Notice of Motion 3 by Councillors McCartin and Andy Doig**

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

"Strathclyde Pension Fund

Renfrewshire Council welcomes the decision of the Strathclyde Pension Fund to cut its carbon emissions investments portfolio, including targeting net zero by 2050.

Council also welcomes the Pension Fund's decision to commit to reviewing the energy companies in its portfolio, and divesting from them if they do not meet minimum standards set by the scheme.

The Council is, however, disappointed that the Pension Fund did not agree to the substance of the motion agreed by Glasgow City Council on April 1st 2021 to "make a formal commitment to fossil fuel divestment prior to COP26, with the intention of divesting completely as quickly as possible, and no later than 2029".

Renfrewshire Council will write to the Strathclyde Pensions Fund, and in particular its fund managers, to stress our disappointment in this decision, to ask them to look again at the speed of their decisions, and to bring their decisions more into line with the position that we as a council take, namely to be carbon neutral by 2030."

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

**DECIDED:**

(a) That Council welcomes the decision of the Strathclyde Pension Fund to cut its carbon emissions investments portfolio, including targeting net zero by 2050;

(b) That Council also welcomes the Pension Fund's decision to commit to reviewing the energy companies in its portfolio, and divesting from them if they do not meet minimum standards set by the scheme;

(c) That Council is, however, disappointed that the Pension Fund did not agree to the substance of the motion agreed by Glasgow City Council on April 1st 2021 to “make a formal commitment to fossil fuel divestment prior to COP26, with the intention of divesting completely as quickly as possible, and no later than 2029; and

(d) That Council will write to the Strathclyde Pensions Fund, and in particular its fund managers, to stress our disappointment in this decision, to ask them to look again at the speed of their decisions, and to bring their decisions more into line with the position that we as a council take, namely to be carbon neutral by 2030.

## **Declarations of Interest**

Councillors Begg, Hughes and McCartin, having previously declared an interest in the following item, remained in the meeting.

### **10 Notice of Motion 4 by Councillors Bibby and Montgomery**

There was submitted a Notice of Motion by Councillors Bibby and Montgomery in the following terms:

“Libraries

Council recognises that libraries are at the heart of our culture and heritage, and will therefore work closely with Renfrewshire Leisure to ensure that as part of a COVID recovery plan libraries will fully reopen as soon as possible, and that service provision will be restored to pre COVID levels.

In this regard council notes that Johnstone Town Hall is currently being used as a COVID 19 vaccination centre, and that this will impact on the reopening of Johnstone Library which is located in the Town Hall, and as such alternative options should be explored to reintroduce a full service as soon as possible which will include consideration of a mobile facility.

A progress report will be made available to elected members at the September 2021 Council meeting.”

Councillor Bibby, seconded by Councillor Montgomery, then moved the motion which was agreed unanimously.

### **DECIDED:**

(a) That Council recognises that libraries are at the heart of our culture and heritage, and will therefore work closely with Renfrewshire Leisure to ensure that as part of a COVID recovery plan libraries will fully reopen as soon as possible, and that service provision will be restored to pre COVID levels;

(b) That in this regard council notes that Johnstone Town Hall is currently being used

as a COVID 19 vaccination centre, and that this will impact on the reopening of Johnstone Library which is located in the Town Hall, and as such alternative options should be explored to reintroduce a full service as soon as possible which will include consideration of a mobile facility; and

(c) That a progress report will be made available to elected members at the September 2021 Council meeting.

### **Declarations of Interest**

Councillors Begg, Hughes and McCartin, having previously declared an interest in the following item remained in the meeting.

#### **11 Notice of Motion 5 by Councillors Davidson and Dowling**

In terms of Standing Order 27, the motion was withdrawn by the mover and seconder.

### **Declaration of Interest**

Councillor Shaw, having previously declared an interest in the following item remained in the meeting.

#### **12 Notice of Motion 6 by Councillors Audrey Doig and Nicolson**

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

"Council welcomes the recent decision of the Board of Strathclyde Pension Fund to divest from fossil fuel industries that are driving the climate and ecological emergencies.

Council further welcomes the decision of the Investment Review Board to update the Investment Policy Statement relating to Renfrewshire's Common Good Funds to ensure no direct investment in fossil fuel stocks.

Council calls on all public bodies to review their investments and take action to ensure they no longer invest in these stocks."

Councillor Audrey Doig, seconded by Councillor Nicolson, then moved the motion which was agreed unanimously.

### **DECIDED:**

(a) That Council welcomes the recent decision of the Board of Strathclyde Pension Fund to divest from fossil fuel industries that are driving the climate and ecological emergencies;

(b) That Council further welcomes the decision of the Investment Review Board to update the Investment Policy Statement relating to Renfrewshire's Common Good Funds to ensure no direct investment in fossil fuel stocks; and

(c) That Council calls on all public bodies to review their investments and take action to ensure they no longer invest in these stocks.

### 13 **Notice of Motion 7 by Councillors Bibby and Davidson**

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

“Street Furniture

Council acknowledges the difficulties encountered by blind, visually impaired and disabled people resulting from the proliferation of street furniture in Renfrewshire towns and villages.

Council recognises that street furniture plays a large role in public life, which when well designed and appropriately placed can assist blind, visually impaired and disabled people to navigate pavements and pedestrian areas safely.

Accordingly, council will work with the Health and Social Care Partnership, the Visual Impairment Unit, local business organisations, and other partners including local community groups who work with the blind, visually impaired and disabled people, to assess what works best and what improvements can be made to current practice, with a report being brought to the December 2021 council meeting.”

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

#### **DECIDED:**

(a) That Council acknowledges the difficulties encountered by blind, visually impaired and disabled people resulting from the proliferation of street furniture in Renfrewshire towns and villages;

(b) That Council recognises that street furniture plays a large role in public life, which when well designed and appropriately placed can assist blind, visually impaired and disabled people to navigate pavements and pedestrian areas safely; and

(c) That accordingly, Council will work with the Health and Social Care Partnership, the Visual Impairment Unit, local business organisations, and other partners including local community groups who work with the blind, visually impaired and disabled people, to assess what works best and what improvements can be made to current practice, with a report being brought to the December 2021 council meeting.

#### **Adjournment**

The meeting adjourned at 11.07am and reconvened at 11.20am.

### 14 **Notice of Motion 8 by Councillors Dowling and Montgomery**

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

"Chilling Effect on Free Speech

Council notes concerns around a growing cultural environment of chilling effects on freedom of speech. Despite assurances from the Scottish Government during the

Hate Crime Bill debates that women would not be persecuted for views defending women's legal rights and gender critical views, a Scottish woman has been criminally charged with malicious communication with a hate crime aggravator on the basis of tweets opposing allowing males to self-declare themselves to be females. She could now face two years in jail.

Council notes that what constitutes hate speech remains a highly subjective matter and we have seen a steady expansion of prohibited terms and words and gestures. The latest HMICS report shows a lack of public confidence in reporting hate crimes.

Council calls on the Scottish Government and Police Scotland to issue statements that give clarity and assurances regarding freedom of speech rights in regards to political and ideological opinions."

Councillor Dowling, seconded by Councillor Montgomery, then moved the motion.

Councillor Nicolson, seconded by Councillor Patterson, moved as an amendment that

"Council notes that what constitutes hate speech remains a highly subjective matter and the latest HMICS report shows a lack of public confidence in reporting hate crimes.

Council calls on the Scottish Government and Police Scotland to issue statements that give clarity and assurances regarding freedom of speech rights in regards to political and ideological opinions."

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

### **DECIDED:**

(a) That Council notes that what constitutes hate speech remains a highly subjective matter and the latest HMICS report shows a lack of public confidence in reporting hate crimes; and

(b) That Council calls on the Scottish Government and Police Scotland to issue statements that give clarity and assurances regarding freedom of speech rights in regards to political and ideological opinions.

## **15 Notice of Motion 9 by Councillors Harte and Kennedy**

There was submitted a Notice of Motion by Councillors Harte and Kennedy in the following terms:

"Cleanliness in Schools

In light of press allegations and concerns raised by parents, council agrees to hold an inquiry regarding the causes of the lack of cleanliness in our schools and the employment of labour without the proper PVG clearance"

Councillor Harte, seconded by Councillor Kennedy, then moved the motion.

Councillor Shaw, seconded by Councillor Nicolson, then moved as an amendment

that

“Council Notes the incredible effort by our Facilities and Education staff over the past few months in ensuring our schools are clean and safe environments for our young people.

Council further notes the Cleaner Safer Schools initiative led by Unison which has seen all of Renfrewshire’s Schools and ELCCs inspected recently by Unison Health & Safety Officers.

Council welcomes the comments by the Unison Branch Secretary, Mark Ferguson, at the recent Joint Consultative Board where he talked about the Cleaner Safer Schools initiative and how impressed he was with the co-operation and collaborative efforts with Council Health & Safety, noting that no major issues were identified and where minor issues had been picked up they were “rectified very quickly.”

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

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

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

**DECIDED:** That, in light of press allegations and concerns raised by parents, Council agrees to hold an inquiry regarding the causes of the lack of cleanliness in our schools and the employment of labour without the proper PVG clearance.

## 16 **Notice of Motion 10 by Councillors Andy Doig and McCartin**

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

“Closure of Lochwinnoch Post Office

Renfrewshire Council deeply regrets the impending closure of Lochwinnoch Post Office in October, and resolves to continue to work with Lochwinnoch Community Council and local ward Councillors to identify options to help maintain a Post Office presence in the village.

Council deplores the wider problem of corporate financial interests, be it banks or the Post Office, abandoning communities across Renfrewshire, both rural and urban, which especially marginalises and excludes those without private transport, the elderly, those on low incomes, or the digitally disadvantaged.

Council calls on the Scottish Government to initiate discussions with the Scottish League of Credit Unions, to examine the viability of a Scottish Credit Bank, which can reconcile the demand for profit with the priority to serve communities”.

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

Councillor Sharkey, seconded by Councillor Devine, moved as an amendment that in addition “and other bodies which represent credit unions” be included in the third paragraph of the motion following ‘Scottish League of Credit Unions’.

In terms of Standing Order 27, Councillors Andy Doig and McCartin, 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 deeply regrets the impending closure of Lochwinnoch Post Office in October, and resolves to continue to work with Lochwinnoch Community Council and local ward Councillors to identify options to help maintain a Post Office presence in the village;

(b) That Council deplores the wider problem of corporate financial interests, be it banks or the Post Office, abandoning communities across Renfrewshire, both rural and urban, which especially marginalises and excludes those without private transport, the elderly, those on low incomes, or the digitally disadvantaged; and

(c) That Council calls on the Scottish Government to initiate discussions with the Scottish League of Credit Unions and other bodies which represent credit unions to examine the viability of a Scottish Credit Bank, which can reconcile the demand for profit with the priority to serve communities.

**17 Notice of Motion 11 by Councillors K MacLaren and Mylet**

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

"Council notes the plan by the UK Government to introduce photographic identification for UK Parliamentary elections. There are concerns that such an action will impact on voter turnout as well as increasing both the administration and costs of such elections. Council agrees to write to the Prime Minister highlighting this Council's opposition to the plan."

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

Councillor Graham, seconded by Councillor McIntyre, moved as an amendment that

“Council notes the plan by the UK Government to introduce photographic identification for UK Parliamentary elections.

Council agrees to work with the UK Government to ensure this does not affect voter turnout and to keep costs to a minimum.”

On the roll being called, the following members voted for the amendment: Councillors Begg, Binks, Graham, Kerr, Mackay, J MacLaren, McIntyre and Strang.

The following members voted for the motion: Councillors Adam-McGregor, Bibby, Brown, Burns, J Cameron, Provost L Cameron, Campbell, Davidson, Devine, Andy Doig, Audrey Doig, Dowling, Grady, Harte, Hood, Hughes, Kennedy, K MacLaren, M MacLaren, McCartin, McCulloch, McEwan, McGurk, McNaughtan, Montgomery,

Mylet, Nicolson, Paterson, Rodden, Sharkey, Shaw, Sheridan and Steel.

Eight members having voted for the amendment and 33 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:**

(a) That Council notes the plan by the UK Government to introduce photographic identification for UK Parliamentary elections;

(b) That there are concerns that such an action will impact on voter turnout as well as increasing both the administration and costs of such elections; and

(c) That Council agrees to write to the Prime Minister highlighting this Council's opposition to the plan.

**Adjournment**

The meeting adjourned at 1.16pm and reconvened at 1.22pm.

**Declarations of Interest**

Councillors Brown, Dowling and Hughes, having previously declared an interest in the following item remained in the meeting.

**18 Notice of Motion 12 by Councillors Dowling and Bibby**

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

“Care Home Charter of Rights

Council notes that the forthcoming public inquiry into the COVID -19 pandemic will examine its impact in care homes.

One of the most distressing aspects of the pandemic has been the inability of family members to have longed for contact with loved ones resident in care homes which is essential for their wellbeing.

Council believes that a charter of rights for residents and relatives should be introduced without delay which sets out the arrangements for contact and visiting and will write to the Scottish Government with this recommendation.

Council while recognising that such a charter will take into consideration the impact of any future public health concerns, is mindful of the current situation that pertains in regard to the lack of clarity on care home visits, and that all care homes require to be appropriately resourced to meet the extra costs that visitor covid control measures are incurring.

Council requests that the Health and Social Care Partnership sets out its current and short term intentions on resourcing, visits and contact arrangements which meets the needs of residents and families and will accordingly provide the council with a report by the end of July 2021.”



Councillor Dowling, seconded by Councillor Bibby, then moved the motion which was agreed unanimously.

**DECIDED:**

(a) That Council notes that the forthcoming public inquiry into the COVID -19 pandemic will examine its impact in care homes;

(b) That Council notes that one of the most distressing aspects of the pandemic has been the inability of family members to have longed for contact with loved ones resident in care homes which is essential for their wellbeing;

(c) That Council believes that a charter of rights for residents and relatives should be introduced without delay which sets out the arrangements for contact and visiting and will write to the Scottish Government with this recommendation; and

(d) That Council requests that the Health and Social Care Partnership sets out its current and short term intentions on resourcing, visits and contact arrangements which meets the needs of residents and families and will accordingly provide the council with a report by the end of July 2021.

**Declaration of Interest**

Councillor Hughes declared a non-financial interest in respect of the following item of business in that she was the Chair of the Renfrewshire Leisure board. She intimated that she would remain in the meeting and take part in any discussion or voting thereon.

**19 Emergency Motion by Councillors Dowling and Bibby**

There was submitted an Emergency Motion by Councillors Dowling and Bibby in the following terms:

“Council notes with sadness the recent drowning accident in the river Gryffe and notes that a number of incidents have taken place along the Gryffe.

The council undertakes to work with local community stakeholders including Houston, Linwood and Bridge of Weir Community Councils to boost safety in and around the river Gryffe and to investigate contributing to community efforts for the provision and maintenance of safety measures such as pole mounted buoys and throw-lines. Officers will report back to members at the next scheduled meeting of the Council on 30th September.”

Councillor Dowling, seconded by Councillor Bibby, then moved the motion which was agreed unanimously.

**DECIDED:**

(a) That Council notes with sadness the recent drowning accident in the river Gryffe and notes that a number of incidents have taken place along the Gryffe;

(b) That the Council undertakes to work with local community stakeholders including Houston, Linwood and Bridge of Weir Community Councils to boost safety in and

around the river Gryffe and to investigate contributing to community efforts for the provision and maintenance of safety measures such as pole mounted buoys and throw-lines; and

(c) That officers will report back to members at the next scheduled meeting of the Council on 30th September.

## Minute of Meeting

### Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Monday, 16 August 2021	10:00	Remotely by MS Teams,

**Present:** Councillor Bill Binks, Ms Elaine McNamara

#### In Attendance

D Briggs, Senior Solicitor (Litigation) and P Shiach, Senior Committee Services Officer (both Finance & Resources).

#### Apology

Councillor Adam-McGregor.

#### Quorum

Ten minutes after the appointed time for the meeting a quorum was not present and in terms of Procedural Standing Order No. 8, the meeting stood adjourned.



## Minute of Meeting Communities, Housing & Planning Policy Board

Date	Time	Venue
Tuesday, 17 August 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor McGurk, Convener, presided.

### In Attendance

M Crearie, Director of Communities & Housing Services; A Morrison, Head of Economy & Development, L McIntyre, Head of Policy & Commissioning, S Marklow, Strategy & Place Manager, A Armstrong Walter, Strategic Partnership & Inequalities Manager and C Orr, Senior Communications Officer (all Chief Executive's); J Trainer, Head of Child Care & Criminal Justice (Children's Services); F Carlin, Head of Housing Services, O Reid, Head of Communities & Public Protection, C Dalrymple, Communities & Regulatory Manager, L Muirhead, Planning & Housing Manager, T Irvine, Homeless & Housing Support Services and J Murdoch, Housing Regeneration & Service Improvement Manager (all Communities & Housing Services); and K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, R Graham, Solicitor Litigation & Licensing, S Muir, Finance Business Partner and R Devine, C MacDonald, A McNaughtan and E Gray Senior Committee Services Officers (all Finance & Resources).

### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website and outlined the rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk took a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## Declarations of Interest

Councillor M MacLaren declared a non-financial interest in respect of agenda item 4 - Draft Renfrewshire Strategic Housing Investment Plan - as she was a member of the Boards of both Linstone and Williamsburgh Housing Associations and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

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

There was submitted the Minute of the meeting of the Sub-committee held on 18 May 2021, 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 Housing Revenue Account, Revenue and Capital Budget Monitoring report by the Director of Finance & Resources for the period 1 April 2020 to 25 June 2021.

The report stated that the projected outturn as at 25 June 2021 for all services reporting to this Policy Board was an overspend position of £0.124 million. The projected capital outturn as at 25 June 2021 for projects reporting to this Policy Board was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2020/21 the projected outturn position was split into core and Covid-19 related variances to assist understanding of the impact of the pandemic on service finances. It was highlighted that revenue budget adjustments totalling £0.504 million, comprising an adjustment of £0.159 million to reflect the transfer of the Planning Service to the Chief Executive's Service, savings of £0.080 million within Development Control arising from the Right for Renfrewshire initiative, £0.155 million relating to the transfer of the CCTV telephone budget to ICT and £0.580 million of Government grant settlement for Criminal Justice Services had been processed since the start of the financial year. In addition, the report stated that since consideration of the previous report, capital budget changes totalling £0.496 million had arisen which reflected budget carry forward of £0.664 million from 2020/2021 to 2021/22 in respect of the completion of Council house new building projects in Johnstone Castle and Bishopton offset by the carry forward to 2022/23 of £1.160 million from the 2021/22 budget and adjustments relating to the following budget headings - Council House New Build (Gallowhill) (1 million); and Private Sector Housing Investment Programme (£0.161 million). The report detailed the reasons for the re-profiling.

**DECIDED:**

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

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

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

### 3 **Greenspaces, Parks & Play Areas and Villages Investment Fund**

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

The report intimated that a cross-service panel of officers had been established to review and assess applications to the Fund against agreed objectives and criteria. The Director of Communities & Housing Services had been delegated authority to make grant awards under £5,000. The report indicated that in the current application round two applications, from Lochfield Ladies Social & Bowling Club and Charleston Tenants & Residents Association, full details of which were provided in Appendix 1 of the report had been assessed and met the criteria for approval of grant funding. Details of fund allocations and balances were also provided.

#### **DECIDED:**

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

(b) That it be agreed that the projects, detailed in section 3 of the report and appendix 1, be awarded grant funding totalling £60,000 to support community groups.

#### **Declaration of Interest**

Councillor M MacLaren, having previously declared an interest in the following item of business remained in the meeting.

### 4 **Draft Renfrewshire Strategic Housing Investment Plan**

There was submitted a joint report by the Chief Executive and Director of Communities & Housing relative to the draft Strategic Housing Investment Plan 2022/27, a copy of which was appended to the report.

The report indicated that the Strategic Housing Investment Plan (SHIP), which detailed how funding for affordable housing would be targeted to achieve the objectives contained within Renfrewshire's Local Housing Strategy, was reviewed and updated annually. A draft SHIP for the five-year period 2022/27, including a roll-forward of projects from the previous SHIP, taking account of projects which were expected to complete during 2021/22 alongside estimates of when new projects could potentially be brought forward, had been developed for consultation, following discussion with Scottish Government officials and local housing associations in Renfrewshire. The report indicated that due to the Covid-19 pandemic the delivery of projects within the current programme had been affected. Details of the Future

Resource Planning Assumptions for the period 2021/26 were provided. The report proposed that following consultation, which would be undertaken during August and September 2021, the finalised Plan would be submitted to the next meeting of this Policy Board for consideration and, if appropriate approval, prior to submission to the Scottish Government.

**DECIDED:** That the draft Strategic Housing Investment Plan 2022/27, appended to the report, be approved.

## 5 Rapid Rehousing Transition Plan and Homelessness Update

There was submitted a report by the Director of Communities & Housing relative to progress made in terms of the Rapid Rehousing Transition Plan 2019/24 during the initial two years of the Plan, together with a general update on homelessness in Renfrewshire and the impact of Covid-19.

The report advised that the Scottish Government had established a Homelessness & Rough-sleeping Action Group (HARSAG) during October 2017 to produce solutions to help address issues raised by homelessness and rough-sleeping. A key recommendation from the HARSAG, which was accepted by the Scottish Government, was that all local authorities required to consult on and produce a five-year Rapid Re-housing Transition Plan (RRTP) covering the period 2019/24. The RRTPs demonstrated how each local authority and its partners would ensure that those who were homeless were provided with accommodation as quickly as possible, minimised the need to stay in temporary accommodation and had 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 a RRTP for Renfrewshire. Following review by the Scottish Government of submissions made by local authorities and agreed with CoSLA it had been decided that funding would be allocated, for 2019/22, using a formula-based distribution model, based on a three-year average of homelessness assessments, rather than on full evaluations of the RRTP's.

An appendix to the report provided a review of progress made to date in terms of the RRTP and the challenges for the Renfrewshire's RRTP in the period 2022/24. It was noted that there had been significant progress in implementing Renfrewshire's five-year RRTP, and funding from the Council and annual allocations of funding from the Scottish Government had been deployed for measures which were in line with the priorities within Renfrewshire's five-year RRTP. There was also evidence of innovative partnership working, and a range of measures in place to prevent homelessness and positively meet the needs of those who had nowhere to stay.

The report also detailed the significant impact of Covid-19 on the implementation of the Renfrewshire RRTP, the Renfrewshire's response to homelessness and a general update on homelessness and the support services provided in Renfrewshire.

### **DECIDED:**

(a) That the progress made to date with the implementation of a Rapid Rehousing Transition Plan for Renfrewshire and the allocations of Scottish Government funding to support Rapid Rehousing Transition Plan initiatives be noted; and



(b) That the update on homelessness in Renfrewshire and the impact of Covid-19 be noted.

## 6 **Scottish Social Housing Charter - Annual Return 2020/21**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Social Housing Charter Annual Return 2020/21.

The report intimated that Local Authorities and Registered Social Landlords were required to submit an Annual Return relating to their performance to the Scottish Housing Regulator (SHR) by the end of May each year. A copy of the Annual Return 2020/21 made on behalf of the Council was appended to the report and detailed Renfrewshire's performance in terms of specific indicators, referenced the challenges faced during the Covid-19 pandemic and highlighted the key priorities for the Housing Service as part of recovery planning activity. Comparative information for the previous four-year period, core contextual data submitted as part of the return and additional service and performance management information was incorporated. The report highlighted that the SHR published all social landlords' performance on its website and, in common with other social landlords, the Council was required to report its performance against the Charter to all tenants. In accordance with guidance issued by the SHR tenants would be consulted on the preferred format for the tenants' report. It was noted that the Scottish Government was undertaking consultation on the Scottish Social Housing Charter and a hyperlink to the consultation questions was provided. The deadline for submissions was 9 September 2021 and section 5 of the report outlined the terms of the proposed response prepared on behalf of the Council and approval was sought to submit this as the Council's response.

### **DECIDED:**

(a) That the submission of Scottish Social Housing Charter performance information Annual Return 2020/21, made by the Director of Communities & Housing Services and summarised in Appendix 1 be noted;

(b) That it be agreed that recovery planning activity should focus on key areas of the housing service as noted at paragraphs 3.5 and 3.6 of the report; and

(c) That the Director of Communities & Housing Services be authorised to submit a response to the Scottish Government's consultation on the Scottish Social Housing Charter as set out in section 5 of the report.

## 7 **Home Energy Efficiency Programme for Scotland 2021/22 Allocation of Funding**

There was submitted a report by the Director of Communities & Housing Services relative to the Housing Energy Efficiency and Carbon Reduction Programmes and the allocation of £1,003,800 for the Renfrewshire Council area in terms of the Scottish Government's Home Energy Efficiency Programme for Scotland (HEEPS: ABS) 2021/22.

The report stated that the delivery of the 2020/21 HEEPS: ABS programme had been

significantly impacted as a consequence of the Covid-19 pandemic and accordingly, there had been a need to reprofile the timetable for the HEEPS: ABS investment programme with works being rescheduled over 2021/22. The key objectives of the programme were detailed within the report, together with the potential benefits and it was highlighted that local authorities acted as coordinating agents for all HEEPS: ABS programmes within their area. It was noted that Renfrewshire's proposed allocation of the £49 million available nationally was £1,003,800, confirmation of which had been received on 13 July 2021 and accepted by the Director of Communities & Housing Services. Homologation of this action was sought. It was noted that, as in previous years, the proposed projects, which were detailed within the report, had focused on mixed tenure blocks of solid wall construction type to support social landlords in meeting the requirements of the Energy Efficiency Standard for Social Housing. However, for the first time, an application to support a pilot scheme of funding to private homeowners in houses or wholly private blocks through a managing agent had been included within the submission and funding for this scheme had been approved. The services of the managing agent would be sought through an open tender process, with the intention of offering support to private homeowners in areas where the Council had previously carried out HEEPS: ABS investment programmes, and houses and/or blocks had not been included in the programme due to them being wholly privately owned. It was noted that the costs of the managing agent role would be met from the HEEPS: ABS funding and that uptake and success of the pilot project would be monitored, with a view to including similar projects in future applications for HEEPS: ABS funding should its success be demonstrated.

**DECIDED:**

(a) That the action taken by the Director of Communities, & Housing Services in accepting grant funding of £1,003,800 awarded as part of the Scottish Government's HEEPS: ABS programme for qualifying projects within the Renfrewshire Council area, be homologated; and

(b) That the Director of Communities & Housing Services be authorised to oversee delivery and operational management of the programme.

**8 Private Rented Sector – Advocacy and Enforcement Initiative**

Under reference to item 2 of the Minute of the meeting of the Council held on 4 March 2021 there was submitted a report by the Director of Communities & Housing Services relative to the utilisation of and outcomes to be delivered as a result of the £200,000 of funding approved for resources to improve access to advice and advocacy for private tenants and, where appropriate, to support the use of enforcement powers in recognition of the challenging time that would be experienced as temporary legal protections for tenants that had operated during Covid-19 transitioned away. The report indicated that following consideration of the opportunities to maximise the impact of the funding available the approval of this Policy Board was sought for the creation of temporary posts within the Communities & Housing Service to create a cohesive and multi-faceted support programme that delivered support to tenants facing challenging circumstances in the private-rented sector. Details of the number, paygrades and role of the posts were provided. It was highlighted that the impact of the additional resource and the benefits delivered to residents would be monitored and inform future budget considerations.

**DECIDED:**

(a) That the Director of Communities & Housing Services implement the measures set out within the report to improve the range of help and support provided to those living in or entering the private-rented sector; and

(b) That arrangements be made to submit update reports on activity to future meetings of this Policy Board.

## 9 **Review of Tenant Participation**

There was submitted a report by the Director of Communities & Housing Services relative to proposals to review and update the Council's arrangements for consulting and engaging with tenants and tenant representatives.

The report outlined the legal and regulatory standards and outcomes which the Council required to meet in relation to tenant participation and engagement. It was noted that current arrangements for tenant participation were based on the Customer Engagement Strategy approved in August 2010, with subsequent amendments and incremental additions over the years since. Reference was also made to the report on customer engagement activity which was submitted annually to this Policy Board which described the full range of tenant and resident engagement undertaken during the previous year.

The report noted that the number of active tenant groups which met the Council's registration criteria in full had reduced in recent years and had impacted on the level of tenant engagement at Neighbourhood Forums and Council-wide Forum meetings. The Housing Revenue Account included an annual budget of £269,500 for small-scale environmental works projects, with the budget disaggregated to local neighbourhood forums in proportion to the housing stock within each area. However because of low levels of attendance at most forum meetings, decisions were now often taken on local project spend with very little or no input from tenants or tenant representatives. Although the 2020 Tenant Satisfaction Survey had reported a very high level of tenant satisfaction with opportunities to participate in the Council's decision-making processes it was considered that there was a need to review and refresh arrangements to ensure that the Council was engaging as fully and effectively as possible with tenants. As a result, the report proposed that a new Tenant Participation Strategy was developed and submitted to a future meeting of this Policy Board for consideration and, if appropriate, approval. A summary of key areas, raised by tenants, for consideration, when developing the Strategy, the methodology to be employed together with anticipated timeline, were provided.

### **DECIDED:**

(a) That it be noted that a new Tenant Participation Strategy would be developed, as outlined in the report, and submitted to a future meeting of this Policy Board for approval;

(b) That it be noted that external consultancy advice would be commissioned from an organisation which specialised in providing best practice advice and support to tenants and social landlords on tenant participation issues; and

(c) That it be agreed that while consideration was given to the ongoing arrangements for Local Neighbourhood Forum, the 2021/22 project budget of £269,500, be utilised

to deliver the existing lists of small-scale projects which had previously been identified by Forum Members.

## 10 **Consultation on (1) The Introduction of New Legislation on the Sale and Use of Fireworks in Scotland, and (2) Tackling the Misuse of Pyrotechnics**

There was submitted a report by the Director of Communities & Housing Services relative to the Scottish Government consultation on the the introduction of new legislation on the sale and use of fireworks in Scotland and tackling the misuse of pyrotechnics.

The report referenced the legislative framework relating to fireworks, previous consultations undertaken in respect of fireworks together with analysis of responses and findings, the Fireworks Action Plan published by the Scottish Government to address the concerns raised, the work of the Fireworks Review Group in considering options for controls which had resulted in the proposals implemented in June 2021 via secondary legislation. The report advised that the current consultation, launched in June 2021, sought views on proposals for primary legislation introducing more wide-ranging and holistic controls on both consumer fireworks as well as pyrotechnic articles such as smoke bombs, distress flares etc. A summary of the proposed controls was outlined within the report.

The draft response prepared on behalf of the Council, a copy of which was appended to the report, was supportive of the additional primary legislation and controls proposed and confirmed the view that these would enhance the ability of regulators and Police Scotland to control the use and sale of fireworks and pyrotechnic articles in ways that aligned with and supported feedback that had been received locally from communities in Renfrewshire. It was highlighted that the response indicated that the introduction of “no fireworks control areas” would not be of assistance and should be reconsidered or deferred and that in considering the draft response it should be noted that Section 2 of the consultation related to pyrotechnic articles and that the proposed enforcement proposals and powers would be the sole responsibility of Police Scotland.

**DECIDED:** That the draft response to the consultation on the the introduction of new legislation on the sale and use of fireworks in Scotland, and tackling the misuse of pyrotechnics, a copy of which appended to the report, be approved and submitted to the Scottish Government.

## 11 **Community Learning and Development Strategy**

There was submitted a report by the Director of Communities & Housing Services relative to the Community Learning Strategy 2021/24.

The report stated in terms of the Community Learning and Development (Scotland) Regulations 2013 local authorities required to produce a three-year plan detailing how Community Learning and Development services would be delivered within the local area. The Community Learning and Development Strategy 2021/24 was due to be operational by mid-September 2021.

The draft Strategy 2021/24, a copy of which was appended to the report included the vision and priorities for Renfrewshire's Community Learning and Development services, taking account of the shared values identified by the Community Learning and Development Standards Council and was based on the Renfrewshire Community Plan Vision and priorities. A copy of the draft Strategy was appended to the report and detailed actions and work that would be progressed by partners over the next three-year period to support and deliver the vision and priorities. This ensured the work of the service supported the agreed priorities and focus of the Renfrewshire Community Planning Partnership and placed Renfrewshire communities and community wellbeing at the heart of shaping all work of community learning and development partners. It was highlighted that during the first year of the Strategy there would be a specific focus on considering the impact of COVID on local communities and their recovery and addressing them while reshaping the service to better meet the changing needs and expectations of the community.

**DECIDED:** That the Council's Community Learning and Development Strategy 2021/24, a copy of which was appended to the report, be approved.

## 12 **Renfrewshire Planning Performance Framework 2020/21**

There was submitted a report by the Chief Executive relative to the Renfrewshire Planning Performance Framework 2020/21. The Convener advised that an amended version of the report, with the correct hyperlink to the Renfrewshire Planning Performance Framework 2020/21 report on the Council website, had been circulated to members

The report stated that a system of performance management for planning had been established by local authorities and the Scottish Government, which required all planning authorities to produce an annual Planning Performance Framework. The Framework had been developed by the Heads of Planning Scotland to capture and highlight a balanced measurement of planning performance, showing commitment to speed of decision making; providing certainty through timescales, process and advice; delivery of good quality development; project management; communication and engagement; and an overall 'open for business' attitude. It was noted that the Framework was not a policy document but provided planning authorities with an opportunity to demonstrate continuous changes implemented, achievements and lessons learned. The report indicated that the Council continued to perform well in terms of the Scottish average and was committed to continuous improvement in the services it provided in its role as local Planning Authority.

**DECIDED:** That the Renfrewshire Planning Performance Framework 2020/21, to which a hyperlink was provided within the report, and which had been submitted to the Scottish Government on 30 July 2021, be noted.

## 13 **Listed Buildings and Built Heritage**

There was submitted a report by the Chief Executive relative to safeguarding of listed buildings and the building heritage in Renfrewshire.

The report advised that there were 555 listed buildings in Renfrewshire, reaffirmed Renfrewshire Council's commitment to safeguarding its built heritage and proposed

adoption of an approach which involved the monitoring of the Historic Environment Scotland's (HES) Buildings at Risk Register (BARR) and Council intervention in sites with the greatest potential to reap wider social and economic benefits but where market interest had failed.

A comprehensive database of all listed buildings had been compiled and an Appendix to the report provided key statistical information, together with details of advice and assistance available for owners and developers. It was highlighted that currently there were 30 buildings in Renfrewshire on Historic Environment Scotland's (HES) Buildings at Risk Register (BARR). This figure had reduced from 43 in 2017 as restoration projects had been completed successfully and the buildings involved had been brought back into use. Eight buildings at risk had been identified as priorities for the Council and were detailed within table 1 of the report. The report stated that for those buildings in private ownership which were identified the starting point for the Council would be dialogue with owners to understand their position and aspirations for their buildings, made reference to legislative powers currently available to the Council to ensure buildings did not become a hazard and potential future options in terms of compulsory sales orders and the removal of exemption from business rates for non-domestic listed buildings which were vacant.

Councillor McNaughtan, seconded by Councillor McGurk, moved (a) that the progress on the Buildings at Risk Register (BARR) be noted and that dialogue continue with Historic Environment Scotland to ensure that the BARR, as it related to Renfrewshire, was accurate; and (b) that the basis of further Council intervention be agreed and that the Regeneration Team prioritise work to develop appropriate solutions for properties identified in Table 1 within the report.

Councillor Andy Doig, seconded by Councillor Rodden, moved as an amendment that in addition the Board agree, as the basis of further Council intervention, that Renfrewshire Council seek to liaise with Historic Environment Scotland (HES), the National Trust for Scotland, Johnstone History Society, Johnstone Community Council, and local elected members, to seek HES, or comparable, funding to remediate the Quarrelton Schoolhouse into a historic landmark comparable to the Sma Shot Cottage in Paisley and the Weavers Cottage in Kilbarchan.

On the roll being called, the following members voted for the amendment: Councillors Binks, Devine, Andy Doig, Graham, Paterson and Rodden

The following members voted for the motion: Councillors Brown, Burns, J MacLaren, K MacLaren, M MacLaren, McGurk, McNaughtan and Nicolson.

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

**DECIDED:**

(a) That the progress on the Buildings at Risk Register (BARR) be noted and that dialogue continue with Historic Environment Scotland to ensure that the BARR, as it related to Renfrewshire, was accurate; and

(b) That the basis of further Council intervention be agreed and that the Regeneration Team prioritise work to develop appropriate solutions for properties identified in Table 1 within the report.

## 14 Developer Contributions

Under reference to item 4 of the Minute of the meeting of the Council held on 13 May 2021 there was submitted a report by the Chief Executive relative to the legal status of monies received in respect of the Section 50 agreement for planning permission 90/0661/PP granted in 1992 and detailing other monies which the Council had received in terms of similar planning application agreements where the monies were still unspent.

The report advised that planning application 90/0661/PP which related to the erection of a residential development (in outline) at land at Church Street/Lochlip Road, Lochwinnoch had been granted planning permission subject to conditions and the applicants entering into a Section 50 agreement. The terms of the Section 50 agreement resulted in Renfrew District Council, the local authority at the time, receiving a payment of £44,000 in respect of the provision of a suitable industrial site within Lochwinnoch. It was noted that the £44,000 had never been utilised and was currently held by Renfrewshire Council. The local community had requested that these monies be re-allocated to other projects that benefited the local community. The applicants for the original planning permission, Ogilvie Homes, had confirmed that they had no objection to Renfrewshire Council utilising the £44,000 in question for other projects that benefited the local community and it was proposed that the Head of Economy & Development consider the parameters of the re-allocation of these funds and submit proposals to a future meeting of this Policy Board for consideration.

Clarification was also provided within the report in respect of other monies currently held by Renfrewshire Council in terms of various Section 50, 69 and 75 agreements.

### **DECIDED:**

- (a) That the agreement of Ogilvie Homes to re-allocate the £44,000 held by Renfrewshire Council for projects benefiting the local community of Lochwinnoch be noted;
- (b) That the Head of Economy & Development consider the parameters of the re-allocation of these funds and prepare and submit proposals for consideration to a future meeting of this Policy Board as to how this might be implemented;
- (c) That the funds held by Renfrewshire Council in respect of various Section 50, Section 69 and Section 75 agreements detailed in the report be noted;
- (d) That the Head of Economy & Development contact the applicants who had made contributions in respect of Fastlink and seek their agreement to re-purpose these funds;
- (e) That it be noted that further investigations were underway in respect of some of the specific contributions received and a further report in this connection would be submitted to a future meeting of this Policy Board; and
- (f) That it be noted that an annual report would be submitted to a future meeting of this Policy Board outlining the funds held in terms of all current Section 69 and 75 legal agreements associated with planning permissions in Renfrewshire and their purpose.

## 15 **Proposal of Application Notice**

The Convener advised that consideration of the report by the Chief Executive relative to proposal of application notice 21/1358/PN was withdrawn.

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

## 16 **Planning Applications**

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

**(A) 20/0793/PP - Ward 7: Erection of a grid stability facility, including grid stability unit with associated ancillary equipment, access, landscaping, drainage, car parking, operations centre and boundary enclosures at Neilston Grid Electricity Sub - Station Complex Gleniffer Road Paisley by WP Grid Services**

Councillor McGurk, seconded by Councillor Devine, moved that the application be granted subject to the conditions and reasons detailed within the report and the applicants entering a Section 75 agreement to secure the reinstatement of off-site road repairs following the construction works. This was agreed.

**DECIDED**: That the application be granted subject to the conditions and reasons detailed within the report and the applicants entering a Section 75 agreement to secure the reinstatement of off-site road repairs following the construction works

**(B) 20/0195/PP - Ward 9: Erection of holiday lodge at Site On Northern Boundary Of High Linthills Linthills Road Lochwinnoch by Mr R Seaton**

Councillor McNaughtan, seconded by Councillor McGurk, moved that consideration of the application be continued for a site visit.

Councillor Doig, seconded by Councillor Rodden, moved as an amendment that the application be refused for the following reasons;

(i) The Roads infrastructure was not suitable for the anticipated increased traffic associated with the proposal;

(ii) The loss of biodiversity contrary to the Development Plan;

(iii) Creates an undesirable precedent in Clyde Muirshiel Regional Park; and

(iv) The overall development impact outweighs the resulting economic opportunity.

On the roll being called, the following members voted for the amendment: Councillors Binks, Brown, Devine, Andy Doig, Graham, J MacLaren, K MacLaren, M MacLaren, Paterson and Rodden.

The following members voted for the motion: Councillors Burns, McGurk,



McNaughtan and Nicolson.

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

**DECIDED:** That that the application be refused for the following reasons;

- (i) The Roads infrastructure was not suitable for the anticipated increased traffic associated with the proposal;
- (ii) The loss of biodiversity contrary to the Development Plan;
- (iii) Creates an undesirable precedent in Clyde Muirshiel Regional Park; and
- (iv) The overall development impact outweighs the resulting economic opportunity.

**(C) 21/1022/PP - Ward 11 - Erection of residential development comprising 25 dwellinghouses at Mar Hall Mar Hall Drive Bishopton Renfrewshire PA7 5NW by Mar Estates Ltd.**

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

During consideration of the application it was proposed that, as discussed previously by the Board, that details of parking arrangements associated with development proposals be included within the Report of Handling. This was agreed.

**DECIDED:**

- (i) That the application be granted subject to the conditions and reasons detailed within the report; and
- (ii) That it be further agreed that future reports include details of parking arrangements associated with development proposals within future Reports of Handling.

**(D) 21/1130/PP - Ward 9 : Erection of 10 glamping pods at Bowfield Hotel And Country Club Bowfield Road Howwood Johnstone Renfrewshire PA9 1DZ by Manorview Group.**

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

Councillor Rodden, seconded by Councillor Andy Doig, moved as an amendment that the application be refused for the following reasons;

- (i) The noise and disturbance associated with use of the pods would have an adverse impact on the amenity of nearby residents;
- (ii) The scale, nature and siting of the development would not be compatible with neighbouring residential uses and consequently did not accord with Policy E4 of the Local Development;
- (iii) The significant impact on local road and sewerage infrastructure;

(iv) The road infrastructure was not considered suitable for the increased traffic associated with the proposal; and

(v) The junction of the Bowfield Country Club, the B776 which was a rural road, was sub-standard and dangerous.

On the roll being called, the following members voted for the amendment: Councillors Binks, Brown, Burns, Devine, Andy Doig, Graham, J MacLaren, K MacLaren, M MacLaren, Paterson and Rodden

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

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

During consideration of the application it was proposed that the rationale for adopting the stated position in terms of traffic/road issues be included within the Report of Handling for all future applications. This was agreed.

**DECIDED:** That that the application be refused for the following reasons

(i) The noise and disturbance associated with use of the pods would have an adverse impact on the amenity of nearby residents;

(ii) The scale, nature and siting of the development would not be compatible with neighbouring residential uses and consequently did not accord with Policy E4 of the Local Development;

(iii) The significant impact on local road and sewerage infrastructure;

(iv) The road infrastructure was not considered suitable for the increased traffic associated with the proposal;

(v) The junction of the Bowfield Country Club, the B776 which was a rural road, was sub-standard and dangerous; and

(vi) That it be further agreed that the rationale for adopting the stated position in terms of traffic/road issues be included within the Report of Handling for all future applications.

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

Date	Time	Venue
Tuesday, 18 May 2021	15:00	Microsoft Teams Meeting,

### PRESENT

Councillors S Burns, E Devine, M McGurk, J MacLaren, and J McNaughtan.

### CHAIR

Councillor McGurk, Convener, presided.

### IN ATTENDANCE

O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities & Housing Services); C MacDonald, Senior Committee Services Officer; K O'Neill, Assistant Democratic Services Officer and D Pole, End User Technician (all Finance & Resources).

### ALSO IN ATTENDANCE

D Duncan, Chief Superintendent and J Kyle, Chief Inspector (both Police Scotland); and M Hill, Group Manager, (Scottish Fire & Rescue Service).

### RECORDING OF MEETING

Prior to the commencement of the meeting the Convener intimated that this meeting of the Sub-committee would be recorded and that the recording would be available to view on the Council's website.

### DECLARATIONS OF INTEREST

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

## 1 **POLICE SCOTLAND SCRUTINY BOARD REPORT**

There was submitted a report by the Chief Superintendent, Police Scotland, relative to service performance and activities in the Renfrewshire area during the period 1 April 2020 to 28 February 2021.

The report summarised the key performance indicators and provided statistics relating to the specific key objectives detailed in the Renfrewshire Local Policing Plan 2020/21, together with comparative data. The report provided, in an infographics format, local updates in relation to the Police Scotland priorities of violence and anti-social behaviour; acquisitive crime; public protection; major crime & terrorism and road safety & road crime.

It was highlighted that there had been an overall downward trend in both serious and minor violence crimes with a decrease of 11.4% in Group 1 crimes, which equated to 31 fewer victims. A decrease of 19.3% on the previous year in acquisitive crime was also reported, mainly driven by the fall in reported common theft and theft by shoplifting. Cases of recorded fraud had increased by 36.6% on the previous year mainly due the continued trend of financially motivated cybercrimes which included internet order fraud, fraudulent transactions and identity theft. The increase in cybercrime was Scotland-wide and Police Scotland were working on a number of initiatives to reduce these crimes which included Take 5 to Stop Fraud, leaflet distribution and increased media coverage.

A decrease by 9.5% in domestic abuse crimes in the previous year was reported, with increased detection rate for domestic crimes and offences from 64.6% in the previous year, to 70.3% in the current period.

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

## 2 **POLICE SCOTLAND SPOTLIGHT - REMOTELY PILOTED AIRCRAFT SYSTEMS**

There was submitted a report by the Chief Superintendent, Police Scotland, which provided an overview of Police Scotland's use of Remotely Piloted Aircraft Systems (RPAS).

The use of RPAS within Police Scotland came under the remit of the Air Support Unit and were introduced by Police Scotland on 1 May 2019 as an enhancement to the Police Scotland Air Support Unit Helicopter. Police Scotland had procured 7 RPAS with 2 based at Aberdeen, 2 at Inverness and 3 based at Glasgow, each location had a training platform and an operational platform, with 4 used for training purposes and 3 for operational purposes. The report provided details of the capabilities of RPAS and their use for legitimate policing purposes. Permission for Police Scotland to operate RPAS in both urban and rural environments, day and night, where it was necessary and appropriate to do so, was granted by the Civil Aviation Authority.

Police Scotland had developed and completed a Data Protection Impact Assessment (DPIA), also known as Privacy Impact Assessment, which covered all police RPAS activity which minimised the risks of harm to individuals through the processing of

personal information.

It was anticipated that in the near future RPAS would be deployed to support local policing with a number of tasks which included: searches for - missing persons, suspect persons, evidence and of property. They could also be used to support critical incident response, post incident investigation, crime scene analysis and divisional initiatives. Operationally deployment could be requested to an ongoing or pre-planned incident in the same format as the Helicopter was requested.

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

### 3 **POLICE SCOTLAND SPOTLIGHT - BODY WORN VIDEO CAMERAS**

There was submitted a report by the Chief Superintendent, Police Scotland, which provided an overview of Police Scotland's use of Body Worn Video (BWV), how it would be used operationally, how recorded data would be captured, stored, maintained and shared and highlighted the legal frameworks which governed the use of BWV.

The report advised that the Chief Constable supported an accelerated roll-out of BWV to all officers and staff in appropriate roles across Police Scotland as quickly as funding allowed and that armed officers would be equipped with BWV ahead of the COP26 climate change summit to be held in Glasgow later this year. The initial roll-out would be followed by a national programme to provide all officers and staff in appropriate roles with BWV which would ensure a uniformed approach to recording, retention and sharing of video providing a greater transparency of policing practices and interactions. Significant work would be required to ensure there was public understanding, engagement and support and full regard for the legal, ethical and human rights considerations.

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

### 4 **SCOTTISH FIRE & RESCUE SERVICE - RENFREWSHIRE PERFORMANCE REPORT Q4 - 2020/21**

There was submitted a report, in an infographics format, 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 January to 31 March 2021.

The Local Fire and Rescue Service Plan had been developed to complement key partnership activity embedded across Renfrewshire and set out the priorities and objectives which allowed local authority partners to scrutinise the performance outcomes of the priorities to ensure risks to communities were targeted at a local level to make them safer and more secure.

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.

A decrease of 18% (7 incidents) in accidental dwelling fires from Q3 2019/20 was reported.

Cooking remained the most common source of ignition within Renfrewshire, 55% of alarms raised required no firefighting action and detection devices installed were operated in 79% of cases.

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

## 5 **SCOTTISH FIRE & RESCUE SERVICE - LOCAL PRIORITIES AND HORIZON SCANNING**

The Group Manager advised that SFRS were facilitating a number of information awareness and positive action initiatives within SFRS in an attempt to boost inclusive and diverse representation within the service. Virtual events designed to increase inclusiveness and diversity had been arranged, with events organised in May 2021 for Ethnic Minority and June 2021 for potential female firefighters which would be co-ordinated locally. Information on these events would be published on SFRS and Renfrewshire Council social media.

The Group Manager also advised that many SFRS initiatives which involved face-to-face interaction had been curtailed due to the COVID-19 pandemic and that these would resume soon.

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

## 6 **LOCAL ISSUES**

The Chief Superintendent, Police Scotland advised that services provided were proportionate to the different levels of COVID-19 lockdown restrictions and that Police Scotland continued to work closely in partnership with Renfrewshire Council.

The Convener advised the Sub-committee that the Protocol for Elected Members - Personal Safety had been provided to all Renfrewshire councillors by the Head of Corporate Governance following concerns raised at a previous meeting of this sub-committee.

**DECIDED:**

(a) That the information in relation to easing of COVID-19 restrictions provided by the Chief Superintendent be noted; and

(b) That the information in relation to the Protocol for Elected Members - Personal Safety, provided by the Convener, be noted,

## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Wednesday, 18 August 2021	10:00	Remotely by MS Teams ,

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

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

C Dalrymple, Communities and Regulatory Manager (Communities and Housing Services) (for items 1 to 8 only); M Conaghan, Legal & Democratic Services Manager (for items 1 to 8 only), D Campbell, Assistant Managing Solicitor (Licensing), R Graham, Senior Solicitor (Litigation & Regulatory Services), E Currie, Senior Committee Services Officer, P Shiach, Senior Committee Services Officer, A Easdon, Team Leader (Licensing), E Graham, Administrative Assistant (for items 1 to 3 only), and R McCallum, Administrative Assistant (all Finance & Resources).

### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

## Declarations of Interest

Councillor Steel declared a non-financial interest in item 3(d) of the agenda as the applicant was known to him and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

Councillor Rodden declared a non-financial interest in item 3(d) of the agenda as the applicant was known to her and indicated her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## Chair

Due to technical issues the Convener left the meeting and the Depute Convener, Councillor Rodden, assumed the Chair.

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

Under reference to item 6 of the Minute of the meeting of this Board held on 3 June 2021, the Board resumed consideration of the undernoted application for grant of a Private Hire Car Driver's Licence. The applicant had been asked to appear personally for the second time:-

Annalie Bellshaw

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

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

## Chair

Councillor McNaughtan returned to the meeting and assumed the Chair.

## 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 2(b) of the agenda after item 11 of the agenda; item 7 of the agenda after item 2(d) of the agenda; and item 12 of the agenda before item 11 of the agenda.



## 2 Variation of Private Hire Car Operators' Licences - Personal Appearances

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

(a) Applicant: Richard Kilbride

Variation: exception to policy and standard condition 1

Licence No.: PH0858

There was no appearance by or on behalf of Mr Kilbride, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number GM14 CXJ, for a period of one year from 13 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Kilbride's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Kilbride to operate his present vehicle, registration number GM14 CXJ, for a period of one year from 13 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

(b) Applicant: Paul Hepburn

Variation: to carry eight passengers

Licence No.: PH0617

The Convener proposed that the policy which stated that "the MPV shall carry a maximum of seven passengers" be not applied to Mr Hepburn's Private Hire Car Operator's Licence and that the vehicle be licensed to carry eight passengers. This was agreed unanimously.

**DECIDED:** That the policy which stated that "the MPV shall carry a maximum of seven passengers" be not applied to Mr Hepburn's Private Hire Car Operator's Licence and that the vehicle be licensed to carry eight passengers.

(c) Applicant: Paul Hepburn

Variation: to carry eight passengers

Licence No.: PH0621

The Convener proposed that the policy which stated that "the MPV shall carry a maximum of seven passengers" be not applied to Mr Hepburn's Private Hire Car Operator's Licence and that the vehicle be licensed to carry eight passengers. This was agreed unanimously.

**DECIDED:** That the policy which stated that "the MPV shall carry a maximum of seven passengers" be not applied to Mr Hepburn's Private Hire Car Operator's Licence and that the vehicle be licensed to carry eight passengers.

### 3 **Landlord Registration: Proposed Delegated Powers to Officers**

**ND** There was submitted a report by the Director of Finance & Resources relative to current outstanding applications for private landlord registration where landlords had not confirmed their compliance with regulatory requirements set out in regulations made under the terms of the Antisocial Behaviour etc. (Scotland) Act 2004.

The report set out the options considered by officers to facilitate determination of these applications and recommended that authority be delegated to officers to refuse applications where applicants failed to declare their compliance with the prescribed requirements.

Councillor McNaughtan, seconded by Councillor Rodden, moved (i) that it be recommended that the Scheme of Delegated Functions be amended to include a delegation to the Head of Corporate Governance, the Legal & Democratic Services Manager and the Assistant Managing Solicitor (Licensing) to refuse applications for landlord registration where an applicant has failed to declare or confirm that they comply fully with the requirements and responsibilities set out in the Private Landlord Registration (Information) (Scotland) Regulations 2019; (ii) that regular reports be submitted to this Board detailing those applications refused under this delegation; and (iii) that otherwise the terms of the report be noted.

Councillor Devine, seconded by Councillor Strang, moved as an amendment that the delegation be not given to officers.

On the roll being called the following members voted for the amendment: Councillors Devine and Strang.

The following members voted for the motion: Councillors Audrey Doig, Hughes, Mackay, McEwan, Montgomery, Steel, McNaughtan and Rodden.

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

#### **DECIDED:**

(a) That it be recommended that the Scheme of Delegated Functions be amended to include a delegation to the Head of Corporate Governance, the Legal & Democratic Services Manager and the Assistant Managing Solicitor (Licensing) to refuse applications for landlord registration where an applicant has failed to declare or confirm that they comply fully with the requirements and responsibilities set out in the Private Landlord Registration (Information) (Scotland) Regulations 2019;

(b) That regular reports be submitted to this Board detailing those applications refused under this delegation; and

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

#### 4 **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: Ewan Duncan Stevenson  
Variation: exception to policy and standard condition 22  
Licence No.: TX058

Mr Stevenson, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to operate his present vehicle, registration number SF13 JVW, for a period of one year from 17 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Stevenson's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Stevenson to operate his present vehicle, registration number SF13 JVW, for a period of one year from 17 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

(b) Applicant: Robert McCue  
Variation: exception to policy and standard condition 22  
Licence No.: TX075

Mrs McCue, on behalf of the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr McCue's application for variation be granted to the extent that standard condition 22 of his licence be amended to enable Mr McCue to operate his present vehicle, registration number SF13 NLA, for a period of one year from 22 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr McCue's application for variation be granted to the extent that standard condition 22 of his licence be amended to enable Mr McCue to operate his present vehicle, registration number SF13 NLA, for a period of one year from 22 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

#### **Declaration of Interest**

Councillor McEwan declared a non-financial interest in the following item of business as the applicant was known to her and indicated her intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

(c) Applicant: Desmond Watters  
Variation: exception to policy and standard condition 22  
Licence No.: TX201

Mr Watters, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Watters' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Watters to operate his present vehicle, registration number SF13 MZP, for a period of one year from 17 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Watters' application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Watters to operate his present vehicle, registration number SF13 MZP, for a period of one year from 17 July 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

## **Sederunt**

Councillor McEwan rejoined the meeting prior to consideration of the following item of business.

## **Declarations of Interest**

Councillor Steel having declared a non-financial interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

Councillor Rodden having declared a non-financial interest in the following item of business, left the meeting and took no part in the discussion or voting thereon.

(d) Applicant: The Partnership of C & J Ballantyne  
Variation: exception to policy and standard condition 22  
Licence No.: TX116

There was no appearance by or on behalf of Mr Ballantyne, an applicant, who had previously indicated that he wished his application to be determined by way of written submissions. After consideration of all matters before the Board, the Convener proposed that Mr Ballantyne's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Ballantyne to operate his present vehicle, registration number SF13 NTT, for a period of one year from 8 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Ballantyne's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Ballantyne to operate his present vehicle, registration number SF13 NTT, for a period of one year from 8 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

## Sederunt

Councillors Rodden and Steel rejoined the meeting prior to consideration of the following item of business.

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

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

Applicant: Motor Fuel Limited

Premises: Elderslie Service Station, Main Road, Elderslie

Authorised activity: petrol station and retail shop

Operating hours: Monday to Sunday – 11.00 pm to 5.00 am

Licence No.: LHC115

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

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

### 6 **Renewal of Second Hand Dealer's Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Second Hand Dealer's Licence. The applicant had been asked to appear personally for the first time:-

Applicant: Ramsdens Financial Limited

Premises: Unit 13, Intu Braehead Shopping Centre, Kings Inch Road, Glasgow

Authorised activity: Jewellery

Operating hours: Monday to Friday – 10.00 am to 9.00 pm; Saturday – 9.00 am to 6.30 pm; and Sunday – 10.00 am to 6.00 pm

Licence No.: SHD116

Mr Kenyon, on behalf of the applicant, was invited into the meeting. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

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

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

Present Operator: Javeed Iqbal  
 Proposed Operator: Arshad Mahmood  
 Licence No.: TX130

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

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

## 8 **The Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021**

There was submitted a report by the Director of Communities & Housing Services relative to The Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021 which come into force on 1 September 2021.

The report intimated that the trade in illegally imported puppies, or puppy farming, was on the rise as the demand for puppies and associated concern for animal welfare increased. The practice of breeding dogs in Scotland was currently governed by the Breeding of Dogs Act 1973 and the Breeding and Sale of Dogs (Welfare) Act 1999 and under these Acts, a licence was required for any individual who either undertook the business of breeding dogs for sale, or who owned or was responsible for breeding bitches which produced a total of five or more litters between them in a 12-month period. The breeding of cats and rabbits was currently unregulated.

The Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021 would replace the Acts regulating the breeding and sale of dogs and further extended the requirements to include licensing of cat and rabbit breeders. Under these regulations, the local authority where the premises were located was considered to be the relevant licensing authority, with one specific exception where Scottish Ministers were the licensing authority. The new licensing regime also regulated animal rehoming activities, animal welfare premises, including animal sanctuaries and rehoming centres, and the selling of animals as pets, which included the sale of animals from pet shops currently regulated under the Pet Animals Act 1951.

The Regulations allowed for fees to be set to cover reasonable costs relating to the processing of applications, inspections and enforcement activities and the proposed schedule of fees was appended to the report. Licences would be issued for either one, two or three years and duration would depend on a number of factors including previous compliance, confidence in management of the activity and whether the licensee was already operating to higher standards than the minimum set. A report would be submitted to a future meeting of this Board once expected resource implications were known.

### **DECIDED:**

(a) That the content of the report be noted and that it be noted that a further report on the full extent of the new regulations would be brought to a future meeting of the Board; and

(b) That the proposed scheme of proposed charges for licence fees, as detailed in the appendix to the report, be approved.

## Sederunt

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

### EXCLUSION OF PRESS AND PUBLIC

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

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

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

Present Operator: Kenneth Barnes  
Proposed Operator: Michael Knight  
Licence No.: TX154

Mr Barnes, an applicant, joined the meeting by telephone call and Mr Knight, an applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

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

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

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

(a) Imran Ali

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

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

(b) Mahboobullah Mahboob

Mr Mahboob, 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.

(c) Shafiqullah Mohammadi

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

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

## **Adjournment**

The meeting adjourned at 12.40 pm and reconvened at 1.30 pm.

## **Sederunt**

Councillor McEwan was not in attendance.

### **11 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:-

Khalid Hussain P0557

Mr Hussain, the applicant, joined the meeting by video call together with Sergeant Robertson, on behalf of the Chief Constable who had submitted an objection to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application. The meeting was reconvened.

Councillor McNaughtan, seconded by Councillor Steel, moved that the application be granted for a period of two years.

Councillor Hughes, seconded by Councillor Rodden, moved that the application be refused.

On the roll being called the following members voted for the amendment: Councillors Audrey Doig, Hughes, Mackay, Strang and Rodden.

The following members voted for the motion: Councillors Devine, Steel and McNaughtan.

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

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



## 12 **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:-

David Stevenson P0225

There was no appearance by or on behalf of Mr Stevenson. Sergeant Robertson, on behalf of the Chief Constable, joined the meeting by video call. The Convener proposed that the matter be considered in Mr Stevenson's absence. This was agreed unanimously. After consideration of all matters before the Board, the Convener proposed that Mr Stevenson'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 Stevenson's Private Hire Car Driver's Licence be suspended for the unexpired portion of the duration of the licence with immediate effect.

## 13 **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: Paul Connery

Variation: exception to policy and standard condition 1

Licence No.: PH1317

Mr Connery, the applicant, joined the meeting by telephone call. After consideration of all matters before the Board, the Convener proposed that Mr Connery's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Connery to operate his present vehicle, registration number SG14 OAH, for a period of one year from 20 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021. This was agreed unanimously.

**DECIDED:** That Mr Connery's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Connery to operate his present vehicle, registration number SG14 OAH, for a period of one year from 20 June 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 18 August 2021.

#### 14 **Grant of Private Hire Car Driver's Licence - Personal Appearance**

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

Babar Hameed Qureshi

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

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

## Minute of Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 19 August 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Edward Grady, Councillor Neill Graham, Councillor Jim Harte, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor John McNaughtan, Councillor Will Mylet, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Mr Ravinder Singh, Councillor Jane Strang

#### Chair

Councillor Paterson, Convener, presided.

#### In Attendance

S Quinn, Director of Children's Services, J Calder, Head of Service (Curriculum & Quality), G McKinlay, Head of Schools, J Trainer, Head of Childcare & Criminal Justice (all Children's Services); J Connolly, Senior Communications Officer (Chief Executive's); K Graham, Head of Corporate Governance, G McLachlan, Senior Finance Manager, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, D Low, Democratic Services Manager, R Devine, E Gray and C MacDonald, Senior Democratic Services Officers, and D Pole, End User Technician (all Finance & Resources).

#### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website and outlined the rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk took a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## Apologies

Mary Jane Bird and Jack Nellaney.

## Declarations of Interest

Councillor Hughes declared a non-financial interest in respect of agenda item 2 - Renfrewshire Children's Services Partnership Plan 2021-2024 - as she was the Chair of Renfrewshire Leisure Board of Directors and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Graham declared a non-financial interest in respect of agenda item 2 - Renfrewshire Children's Services Partnership Plan 2021-2024 - as he was a volunteer with Barnardo's and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

### 1 Revenue and Capital Budget Monitoring as 25 June 2021

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 25 June 2021.

The report projected a revenue overspend of £1.427 million and an underspend of £0.4 million in respect of capital as at 31 March 2022 for Children's Services. It was noted that for financial year 2021/22 the projected outturn position was split into core and Covid-19 related variances.

#### **DECIDED:**

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

(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.

## Declarations of Interest

Councillor Graham and Councillor Hughes, having previously declared interests in the following item, remained in the meeting.

### 2 Renfrewshire Children's Services Partnership Plan 2021-2024

There was submitted a report by the Director of Children's Services relative to the Renfrewshire Children's Services Partnership Plan 2021/24 which provided details of the plan which had been produced in line with the joint statutory duty of local authorities and health boards.

The report intimated that the plan was framed around a joint vision – “Renfrewshire’s children are happy, healthy, safe and thriving” and four outcomes, informed by a needs assessment, which partners wanted to achieve for the children and young people of Renfrewshire. The report also intimated that partners would continue to monitor their own single-agency plans, which included many initiatives which also contributed to the four outcomes identified in the Children’s Services Plan and that these contributions would be reflected as part of the monitoring and reporting process.

**DECIDED:**

(a) That it be noted that the plan was submitted to the Scottish Government in June 2021;

(b) That the Renfrewshire Children’s Services Partnership Plan 2021/24, attached at Appendix 1 to the report, be homologated; and

(c) That it be noted that Renfrewshire HSCP were jointly responsible for this plan under delegated authority from NHS Greater Glasgow and Clyde Health Board.

### 3 **Duty of Candour – Annual Report**

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

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

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

### 4 **Standard Circular 23: School Fund Procedures**

There was submitted a report by the Director of Children's Services relative to standard circular 23 which provided a framework within which schools in Renfrewshire might operate an independent school fund.

The report set out revisions to the standard circular, following consultation and review by internal audit, which had been implemented to ensure compliance with current financial regulations and best practice.

**DECIDED:** That the revised standard circular 23 as outlined in the appendices to the report be approved.



## Minute of Meeting Placing Requests and Exclusions Appeals Panel

Date	Time	Venue
Friday, 20 August 2021	10:00	Remotely by MS Teams,

**Present:** Councillor Jennifer Marion Adam-McGregor, Councillor Bill Binks, Ms Elaine McNamara

### Chair

Councillor Adam-McGregor, Convener, presided.

### In Attendance

D Briggs, Senior Solicitor (Litigation) and P Shiach, Senior Committee Services Officer (both Finance & Resources).

### Declarations of Interest

There were no declarations of interest intimated prior to 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 **Glennifer High School - Appeal against the exclusion of a child from attendance**

Consideration was given to an appeal against the exclusion of a child from attendance. E Clements, Senior Solicitor, (Finance & Resources), and A Hall, Education Manager (Development) both representing the Education Authority were invited into the meeting. The Appellant was not in attendance

The Senior Solicitor (Litigation) outlined the procedure to be followed in hearing the appeal.

The Education Manager (Development) advised that the Education Authority did not intend to oppose the Appeal.

The Panel agreed that the appeal against exclusion be upheld. This was agreed unanimously.

**DECIDED:** That the appeal against exclusion of a child from Glennifer High School be upheld.



## Minute of Meeting Audit, Risk and Scrutiny Board

Date	Time	Venue
Monday, 23 August 2021	10:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

### Present

Councillor Tom Begg, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Harte; Councillor Hood; Councillor Rodden; and Councillor Jim Sharkey.

### Chair

Councillor Bill Binks, Convener, presided.

### In Attendance

A Morrison, Head of Economy & Development Services and N Irvine-Brown, Policy Lead, Performance & Quality (both Chief Executive's); A McMahon, Chief Auditor, C McCourt, Finance Business Partner, S Fanning, Principal HR and OD Adviser, D Head, End User Technician, M Conaghan, Legal & Democratic Services Manager, A McNaughton, E Currie, E Gray and C MacDonald, all Senior Committee Services Officers (all Finance & Resources).

### Also in Attendance

M Ferris, Audit Scotland.

### Apology

Councillor Strang.

### Recording

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website and outlined the rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk took a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## **Declarations of Interest**

Councillor Campbell declared an interest in respect of Item 4 of the agenda as she was an employee of NHS Greater Glasgow & Clyde but not in the Council's area and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

### **1 Summary of Internal Audit Reports for Period 01 May to 30 June 2021**

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 May to 30 June 2021.

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 Renfrewshire Leisure and Renfrewshire Health and 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 May to 30 June 2021 be noted.

### **2 Internal Audit and Counter Fraud Progress and Performance for Period to 30 June 2021**

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

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

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

The report advised that as a result of the Covid-19 pandemic, the majority of fraud investigation work had temporarily ceased and a date was awaited for this work to recommence. All of the Counter Fraud Team were currently working from home.

It was noted that the Internal Audit team was also working from home full-time and continued to work on planned audit assignments. The team was also providing advice and support where necessary to Council services.

**DECIDED:** That the Internal Audit and Counter Fraud Team progress and performance from 1 April to 30 June 2021 be noted.

### **3 Internal Audit Charter**

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

The report advised that it was last updated in August 2017 and had now been amended to take account of the dissolution of Clyde Muirshiel Park Authority.

**DECIDED:** That the Internal Audit Charter be approved.

### **Declaration of Interest**

Councillor Campbell, having previously declared an interest in the following item of business remained in the meeting.

### **4 Accounts Commission – Local Government in Scotland Overview**

There was submitted a report by the Chief Executive relative to Audit Scotland's report on behalf of the Accounts Commission.

The report covered the initial response phase of the pandemic from March 2020, and included financial data correct as at the end of February 2021. It provided an analysis of the local government response to the pandemic and the wider risks that had emerged under the following themes: community and people; service delivery and partnership working; and resources and governance. Each section set out the key messages, provided case study examples of council responses to the new challenges and included lessons learned for the sector.

The report also outlined the key messages and lessons learned by Audit Scotland along with the summary position for Renfrewshire.

#### **DECIDED:**

(a) That the key messages contained in Audit Scotland's - 'Local Government in Scotland: Overview 2021 report, attached as an appendix to the report, be noted; and

(b) That Renfrewshire Council's position in relation to the key messages and seven lessons learned as set out in the Audit Scotland report be noted.

## **5 Audit, Risk & Scrutiny Board Annual Report 2020/21 and Annual Programme 2021/22**

There was submitted a report by the Director of Finance & Resources relative to the Board's 2020/21 Annual Report and the Annual Programme 2021/22.

The Annual Report was prepared in terms of the Council's Code of Corporate Governance, which highlighted the issues considered by the Board during the period August 2020 to June 2021. The report intimated that during the period, the Board examined different topics including the programme of reviews; audit related matters; and annual reports by other bodies.

The report advised that in terms of the guidelines for the operation of the Annual Programme operation the Board was required to prepare an annual programme of activities. It was noted that no suggestion for areas of investigation had been submitted.

The report intimated that one of the reviews from the 2020/21 programme was completed, namely: the conversion of grassed areas to parking review which had been submitted to Council on 17 December 2020.

The final report on de-regulation of buses had been presented to the Board on 16 March 2020 but was continued for further information. However, given the situation with Covid-19, it was agreed that the review be now paused to allow future consideration of the impact of the pandemic on bus services within Renfrewshire. It was anticipated that the final report for the de-regulation of buses would be presented to the Board at a future meeting.

### **DECIDED:**

- (a) That the Audit, Risk & Scrutiny Board Annual Report 2020/21 be noted; and
- (b) That the Audit, Risk & Scrutiny Board Annual Programme be noted.

## **5 Absence Statistics – 2020/21 Overview and Quarter 1 2021/22**

There was submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for 2020/21 and for Quarter 1 of 2021/22.

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

**DECIDED:** That the report on absence statistics for Quarter 1 2021/22 be noted.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of Item 6 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.

## **6 Summary Of Internal Audit Investigations Reports For Period 1 May to 30 June 2021**

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 May to 30 June 2021 be noted.



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

Date	Time	Venue
Wednesday, 25 August 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

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

### Chair

Councillor McEwan, Convener, presided.

### In Attendance

G McNeil, Director of Environment & Infrastructure; A Morrison, Head of Economy and Development Services, K Campbell, Assistant Chief Auditor and G Crawford, Senior Communications Officer (Chief Executive's); O Reid, Head of Communities & Public Protection and C Dalrymple, Communities & Regulatory Manager (both Communities & Housing Services); G Hutton, Head of Operations & Infrastructure, K Anderson, Amenity Services Manager - Waste, G Hannah, Strategic Change Manager, G Ternent, Technical Officer, S Heron, Facilities Manager (Soft Services), L Rennie, Operations Manager, D Kerr, Service Co-ordination Manager and K Gray, Streetscene Manager (all Environment & Infrastructure); and J Lynch, Head of Property Services, D Farrell, Finance Business Partner and M Ball, Service Accountant (Development and Housing Services); and K. Graham, Head of Corporate Governance, M Conaghan, Legal and Democratic Services Manager, D Pole, End User Technician, D Low, Democratic Services Manager and R Devine, E Gray and P Shiach, all Senior Committee Services Officers (all Finance & Resources).

### Also In Attendance

M Ferris, Audit Scotland.

## Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be webcast live on the Council's website and outlined the basic rules to be followed by participants at a hybrid meeting.

Thereafter the Clerk undertook a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## Declarations of Interest

Councillor Burns declared a financial interest in respect of agenda item 7 - Pest Control - Update on Temporary Suspension of Charges for Vermin Treatment - as he was a Director of a pest control business. He intimated that he would leave the meeting and take no part in any discussion or voting thereon.

### 1 Minute of Community Asset Transfer Review Sub-committee

There was submitted the Minute of the meeting of the Community Asset Transfer Review Sub-committee held on 18 June 2021.

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

### 2 Revenue and Capital Budget Monitoring as at 25 June 2021

There was submitted a joint Revenue and Capital Budget Monitoring report by the Directors of Finance & Resources, Environment & Infrastructure and Communities & Housing Services for the period 1 April to 25 June 2021.

The report stated that the projected revenue outturn as at 31 March 2022 for all services reporting to this Policy Board was an overspend position of £2.954 million against the revised budget for the year, with £3.205 million of expenditure directly attributable to the Covid-19 pandemic response. The projected capital outturn as at 31 March 2022 for projects reporting to the Board was a breakeven position against the revised budget for the year. Summaries were provided over the relevant services in the tables within the report, together with further analysis. It was noted that for financial year 2021/22 the projected outturn position was split into core and Covid-19 related variances.

The report highlighted revenue budget adjustments totalling £903,000 since the budget was approved on 4 March 2021 with £160,000 relating to budget realignments for services relating to other Policy Boards and £700,000 relating to the drawing down of agreed revenue funding for Environment & Place and memorial safety. In addition it was noted that there had been capital budget adjustments of £6.198 million since the previous report, comprising of £2.447 million carry forward from the 2020/21 budget, a budget increase of £1.961 million and budget transfers totalling £1.790 million.



**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, 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 Operational Performance Report**

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

The report provided updates since the previous Board meeting in respect of key areas delivered by services within Environment & Infrastructure, which were within the remit of this Policy Board. It also outlined the areas of priority through to autumn 2021, highlighting key areas of focus and plans for next steps to support the Council's recovery plans. Whilst developing these plans, the local and national position remained fluid and services would remain flexible and able to respond quickly in relation to changes in restrictions and local outbreaks as a result of the Covid-19 pandemic. The report stated that operational services had continued within Covid-19 restrictions and that services were being delivered in most instances to levels similar to those experienced by services in a pre-covid environment. It was noted that all required safety measures were in place and well established.

The report also set out proposals to extend the suspension of car parking charges in the Council owned car parks of Paisley town centre until the end of October 2021, the continuation of the Household Waste Recycling Centre open times and operational arrangements which were put in place since re-opening after lockdown in June 2020 and the expansion of trade waste collections to seven days per week.

**DECIDED:**

- (a) That the content of the report be approved;
- (b) That the suspension of car parking charges in the Council owned Car Parks of Paisley Town Centre, as set out in paragraph 4.9.1 of the report, be approved;
- (c) That the Household Waste Recycling Centre's open times and operational arrangements, as set out in paragraph 4.14.5 of the report, be approved; and
- (d) That it be noted that Trade Waste collections would now be available to businesses seven days per week, as set out in paragraph 4.14.6 of the report.

**4 Outdoor Access and Play Area Improvements 2021- 2022 Investment Programme**

There was submitted a report by the Director of Environment & Infrastructure relative to the outdoor access and play area improvements.

The report made reference to the decision taken at the meeting of this Policy Board on 26 May 2021 which set out planned investment of £2.284 million to support improvements in outdoor access and play areas over the next two financial years. The report also referenced a £158,000 capital grant award which the Council had received from the Scottish Government for 2021/22 to support the renewal of playparks which would be used to enhance the funding previously agreed by Council.

The report provided details on two programmes of work which would be carried out during 2021/22. The first, renewal of play areas, set out to completely renew 14 play areas across all electoral wards in Renfrewshire and the second, a refurbishment programme, to replace infrastructure at seven play areas. Details were also provided around additional funding which would be used to provide additional infrastructure, such as bicycle and scooter stands and ensure, where appropriate, routes in and around play areas were accessible.

**DECIDED:**

(a) That the programme of works for renewal and refurbishment of play areas, as detailed in Appendix 1 of the report, be approved;

(b) That the Capital Grant Allocation of £158,000 for 2021/2022 from Scottish Government for investment in the renewal of play areas in Renfrewshire be noted; and

(c) That it be noted that a second phase of the play area renewal and refurbishment programme for delivery in 2022/23 would be submitted to this policy board at a future meeting.

**5 Traffic Calming Oxford Road, Renfrew**

There was submitted a report by the Director of Environment & Infrastructure relative to a petition, signed by 60 people which requested that traffic calming measures be installed to reduce excessive speeding and to deter Oxford Road, Renfrew being used as a shortcut by larger vehicles and HGV vehicles.

The report provided details of a speeding assessment carried out on Oxford Road, the criteria which would result in further action being taken by the Council and the petition statement which set out the action already undertaken by the petitioner to resolve the matter and their recommendations. The report indicated that the Council considered further action to be necessary if the 85th percentile speed of surveyed vehicles exceeded the posted speed limit. The results of the speeding assessment found that 85th percentile speed on Oxford Road, which had a posted speed limit of 30mph, was recorded as 29mph.

**DECIDED:** It was agreed that, as the 85th percentile speed did not exceed the posted speed limit of 30 mph, no further action be taken and that the petitioner be notified accordingly.

**6 Business Regulation Service Plan 2021-22 – Recovery from COVID**

There was submitted a report by the Director of Communities & Housing Services relative to the annual service plan to detail the work being undertaken in relation to the regulation of food law across Renfrewshire as required by Food Standards Scotland.

The report provided details on the Business Regulation Service Plan for 2021/22 and set out the work to be undertaken by the service, resource requirements, the format and detail in relation to quality assurance required by Food Standards Scotland and a proposed catch up programme of food law inspections following the period during the Covid-19 pandemic.

**DECIDED:**

(a) That the resources required to recover from the Covid-19 pandemic and to complete the associated catch-up programme of food inspections be noted; and

(b) That the Business Regulation Service Plan for 2021/22, as detailed in Appendix 1 to the report be approved.

**Declaration of Interest**

Councillor Burns having previously declared an interest in the following item of business took no part in the discussion or decision.

**7 Pest Control - Update on Temporary Suspension of Charges for Vermin Treatment**

Under reference to item 9 of the Minute of the meeting of the Council held on 13 May 2021 there was submitted a report by the Director of Communities & Housing Services relative to the temporary suspension of charges for vermin treatment.

The report referred to the Notice of Motion approved at the meeting of the Council held on 13 May 2021 in connection with the temporary suspension of charges for vermin treatment and provided an update in relation to the impact on service delivery. The report advised that there had been an increase in service requests, particularly where the caller had seen rodents but was not experiencing any infestation within their property. Details were provided on the increased cost to the service due to the loss of income, additional work which required to be passed to a private pest control contractor and an analysis of the service requests which illustrated that while there had been reports of an increase in rodent sightings during the pandemic lockdown period, there was no evidence to suggest that the overall number of rodents or infestations had been increasing.

**DECIDED:**

(a) That the impact on service delivery as a result of the cancellation of pest control charges for rodent treatment be noted;

(b) That the analysis undertaken which indicated that there was no evidence of increased infestation of vermin during or following the pandemic lockdown period be noted;

(c) That, in view of both the service impact and the lack of evidence of increased level of infestation, the removal of the temporary suspension of charges be approved;

(d) That it be noted that Council tenants would continue to receive pest control services which were recharged to the Housing Revenue Account; and

(e) That it be noted that the reintroduction of charges would increase the capacity of officers and the service to respond to calls related to communal property and public areas which would continue on a non-chargeable basis.

## 8 **Audited Annual Accounts 2020/21 – Clyde Muirshiel Regional Park Authority**

There was submitted a report by the Director of Finance & Resources relative to Clyde Muirshiel Regional Park Authority's audited annual accounts for 2021/22.

The report noted that the Clyde Muirshiel Regional Park Authority Joint Committee terminated on 31 March 2021 and that delegated authority was given to the Director of Finance & Resources (as Treasurer to the former Joint Committee) to submit the 2020/21 unaudited annual accounts of the Clyde Muirshiel Regional Park Authority to external audit. This was done on 17 May 2021. The report set out the accounts as reviewed by Audit Scotland, the appointed auditor, along with their Annual Audit Report and the process which would be followed when distributing the the remaining assets, liabilities and reserves.

### **DECIDED:**

(a) That the audited Annual Accounts 2020/21 be approved for signature; and

(b) That the delegation of authority to senior officers in Renfrewshire Council and Inverclyde Council to agree how the assets, liabilities and reserves would be distributed be approved.

## 9 **Clyde Muirshiel Park Authority – Internal Audit Annual Report**

There was submitted a report by the Chief Auditor relative to Clyde Muirshiel Park Authority's Internal Audit Report for 2020/21 as required by the Public Sector Internal Audit Standards.

The report provided details on the performance of the Internal Audit Team, the main findings from the internal audit work undertaken in 2020/21 and the audit assurance statement.

**DECIDED:** That the contents of the Internal Audit Annual Report be noted.

## 10 **Paisley Museum – Excambion with SP Distribution PLC**

There was submitted a report by the Chief Executive relative to an area of ground at the Paisley Museum.

The report outlined proposals to declare the land surplus, enter into an excambion agreement with SP Distribution to construct a new electricity sub-station to serve the museum, to decommission the old sub-station and return the land on which it was situated to the Council. A location plan detailing the two plots of land was included in the report.

**DECIDED:**

- (a) That the 25 square metres, outlined in red on the drawing included in the report, be declared surplus;
- (b) That it be noted that the 25 square metres would then be exchanged for the 22 square metres shown outlined in blue on the drawing included in the report; and
- (c) That it be noted that the terms and conditions for the Excambion would be finalised and approved by the Head of Economy and Development in consultation with the Head of Corporate Governance in terms of the Scheme of Delegated Functions along with supplementary documentation required to complete the transaction.

11 **Community Asset Transfer Return (1st April 2020 – 31st March 2021)**

There was submitted a report by the Chief Executive relative to the Community Asset Transfer report for the period from 1 April 2020 to 31 March 2021 produced in accordance with the Community Empowerment (Scotland) Act 2015.

The report summarised the Council's Community Asset Transfer process and listed the applications which had been determined between 1 April 2018 and 31 March 2020. Details were also provided on the 11 assets where interests had been noted between 1 April 2020 and 31 March 2021.

The report also provided details on two full applications which had been considered by the Officer Asset Transfer Panel. Friends of Howwood Park applied for a ten-year lease of Howwood Park Pavilion and this was approved and the lease authorised by this policy board on 21 January 2021. UP2US applied for a three-year lease of Barnbrock Farm, Bridge of Weir with an agreed purchase price of £350,000 upon the expiry of the lease which was refused. The application was subsequently withdrawn following it's referral to the Community Asset Transfer Sub-Committee.

It was also noted that during the reporting period there were no appeals in terms of Section 85 and one review request in terms of Section 86 of the Act in respect of refusals or conditional acceptances of asset transfer requests.

**DECIDED:** That the the Community Asset Transfer Return for the period 1 April 2020 to 31 March 2021 be approved and published on the Council's website.



## Minute of Meeting Petitions Board

Date	Time	Venue
Monday, 30 August 2021	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Bill Brown, Councillor Stephen Burns, Councillor Michelle Campbell, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Scott Kerr, Councillor Jim Sharkey

### Chair

Councillor Campbell, Depute Convener, presided.

### In Attendance

K Graham, Head of Corporate Governance, M Higginbotham, Transportation and Development Manager (Environment and Infrastructure) and E Gray, Senior Committee Services Officer, A McNaughtan, Senior Committee Services Officer, P Shiach, Senior Committee Services Officer and K O'Neill, Assistant Committee Services Officer (all Finance & Resources).

### Apologies

Councillors Adam-McGregor and Steel.

### Declarations of Interest

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

### Recording of Meeting

Prior to the commencement of the meeting the Depute Convener intimated that this meeting of the Policy Board would be recorded and that the recording would be available to view on the Council's website.

## Protocol for Hybrid Meetings

In terms of the protocol for hybrid meetings, where neither the Convener nor the Depute Convener are present in the Chamber the Convener has the power to determine whether any meeting of a Board should be conducted remotely using the Teams platform.

### 1 Parking - Gartmore Road

There was submitted a petition containing 43 signatures from Mr H Lister in the following terms: -

“Cars parked in Gartmore Road (mainly, parking by residents living in Hawkhead Road, not using their own driveways) near or on the corner are forcing motorists entering or exiting into a narrow slot which has led to cars just avoiding head on collisions. Motorists parking and using Gartmore Road ignore the access only signs. School children crossing the road are being put in danger as cars parked block a driver's view. As we have a number of schools with pupils using Hawkhead Road this problem of child safety requires your urgent attention. A child's view when crossing Gartmore Road is restricted by parked cars.

We the Residents of Gartmore Road wish the Council to Double Yellow Line the entrance to our road up to the bollards. To consider a solution to stop motorists using our road as a shortcut to avoid the lights at the junction of Glasgow Road and Hawkhead Road. Through traffic using Gartmore Road is on the increase. The large number of houses being built on Hawkhead Road will only increase the foregoing problems. Your early attention would be appreciated. Can an Access only Road be backed by law and drivers warned or fined?

Note: - Even numbers start at 40. Odd numbers have gaps and numbers 25, 27 and 41 to 55 have not been used. Stopped at Alton Road and did not take in houses in Gartmore Road beyond this point as they tend to exit Glasgow Road. Resident in number 3 agreed that there was a serious problem parking and his reason for not signing was the cars would be parked further up the road. Could lead to problems with accessing or exiting his driveway. Extended yellow lines might be a solution.

The response from the residents signing to support the need for double yellow lines was very positive and many were angry that our road was being used for parking by people living in Hawkhead Road”.

In the absence of the Petitioner, Councillor Campbell, seconded by Councillor Hughes moved that consideration of the petition be continued to the next meeting of the Board. This was agreed unanimously.

**DECIDED:** That consideration of the Petition be continued to the next meeting of the Petitions Board.



## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 01 September 2021	14:00	Council Chambers, Renfrewshire House, Paisley & Teams (Hybrid),

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

#### Chair

Councillor Shaw, Convener, presided.

#### In Attendance

L McIntyre, Head of Policy & Commissioning, A Armstrong-Walter, Strategic Partnership & Equalities Manager, B Lambert, Corporate Procurement Manager, S Gibb, Procurement Operations Manager, G Beattie, Strategic Commercial Category Manager and A Donaldson, Strategic Commercial Category Manager (all Chief Executive's); G Hutton, Head of Operations & Infrastructure and P McConnachie, Senior Facilities Manager (Support Services) (both Environment & Infrastructure); and A Russell, Director of Finance & Resources, K Graham, Head of Corporate Governance, J Lynch, Head of Property, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, R McGrath, Head of Customer & Business Services, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician, R Devine, C MacDonald, P Shiach and E Gray, Senior Committee Services Officers and J Barron, 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 on the Council's website.

#### Declarations of Interest

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

## **Item Withdrawn**

Prior to commencement of the meeting the Convener advised that agenda item 15 – Lease of Vans had been withdrawn and consequently would not be considered by the Policy Board.

### **1 Joint Consultative Board (Non-teaching)**

There was submitted the Minute of the meeting of the Joint Consultative Board (Non-teaching) held on 2 June 2021, as attached as Appendix I hereto.

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

### **2 Investment Review Board**

There was submitted the Minute of the meeting of the Investment Review Board held on 9 June 2021, as attached as Appendix II hereto.

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

### **3 Revenue & Capital Budget Monitoring Report as at 25 June 2021**

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to revenue and capital budget expenditure and adjustments for the period to 25 June 2021.

**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 detailed in Table 2 of the report be noted; and

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

### **4 Revenue & Budget Monitoring Report - Council Overview as at 25 June 2021**

There was submitted a Revenue and Capital Budget Monitoring report by the Director of Finance & Resources relative to an overview of revenue and capital expenditure for the period to 25 June 2021.

**DECIDED:**

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

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

## 5 **Customer & Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the performance of Customer & Business Services including revenue collection and benefit administration for the period to 28 July 2021.

The report included an update on the funding and expenditure position for Discretionary Housing Payments, the Scottish Welfare Fund, the Low Income Pandemic Payment and a performance update in relation to customer services provision for July and the year to date. Appendices to the report provided information on revenue collection and key performance indicators.

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

## 6 **Facilities Management Operational Performance Report**

There was submitted a report by the Director of Environment & Infrastructure relative to an operational performance update on Facilities Management (Hard and Soft Services) delivered by Environment & Infrastructure since the meeting of this Policy Board in June 2021.

The report advised that defibrillators were available in all Secondary Schools in Renfrewshire and provided details of a proposal to expand this provision and make defibrillators available for school and community use at all Secondary and Primary schools in Renfrewshire.

**DECIDED:**

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

(b) That the investment and placement of defibrillators for emergency resuscitation purposes at every school in Renfrewshire, accessible for community use at all times of the day and night, as set out in the report be approved.

## 7 **Public Holidays for Employees 2022**

There was submitted a report by the Director of Finance & Resources relative to public holidays for employees in 2022 as detailed in the Appendix to the report.

The report advised that, in a departure from the traditional bank holiday pattern established over many years and to celebrate HM The Queen's Platinum Jubilee, the late Spring bank holiday on Monday, 30 May 2022 would move to Thursday, 2 June 2022 and an additional bank holiday had been granted on 3 June 2022. In line with the approach taken by the Scottish Government and echoing arrangements put in place for the Diamond Jubilee in 2012, it was proposed that public holidays for employees in 2022 reflect these changes, that an additional day of no work requirement on 3 June 2022 be approved and that any employee required to work on that day be given a day off in lieu at a later date.

**DECIDED:**

(a) As previously agreed for the Queen's Diamond Jubilee in 2012, an additional day of no work requirement on Friday, 3 June 2022 be approved, and that any employee required to work on that day be given a day off in lieu at a later date; and

(b) That the list of public holidays and days of no work requirement for Renfrewshire Council employees for 2022 as set out in the Appendix to this report be approved.

**8 Conferences/Seminars**

There was submitted a report by the Director of Finance & Resources relative to attendance at two online courses for Councillors: Memory Skills & Mind Mapping on and Speed Reading & Retention, hosted by the Local Government Information Unit on 16 September 2021 at a cost of £120 per course.

Councillor Sharkey, seconded by Councillor Brown, proposed that in addition to Councillor James MacLaren, Councillor Sharkey be authorised to attend. This was agreed unanimously.

**DECIDED:** That attendance by Councillor James MacLaren and Councillor Sharkey be approved.

**9 Asbestos Removal**

There was submitted a joint report by the Chief Executive and the Director of Communities & Housing relative to the award of a contract for asbestos removal (RC-CPU-21-083) to Clarke's Environmental Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for asbestos removal (RC-CPU-21-083) to Clarke's Environmental Limited;

(b) That the award of a Term Service Contract up to a value of £720,000 be approved; and

(c) That a contract period of one year, starting 1 October 2021 or as confirmed in the Letter of Acceptance, with the option to extend the contract for further periods at the Council's discretion, and with the total of any extension periods not exceeding twelve months, be approved.

**10 Council-wide Laundry Maintenance**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for council-wide laundry maintenance (RC-CPU-20-096) to Washco Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a services contract for council-wide laundry maintenance to WashCo Limited;

(b) That the award of a contract up to a total contract value of £350,000.00 excluding VAT for the period of contract (initial and both extension periods) be approved;

(c) That an initial contract period of three years commencing on 27 October 2021 or as stated in the Letter of Acceptance, with the option to extend on two separate occasions, each for a period of twelve months be approved; and

(d) That it be noted that WashCo Limited was required to enter into a Data Processor Agreement with the Council.

## 11 **Framework Agreement for the Provision of Trades Contractors 2021/25**

There was submitted a joint report by the Chief Executive and the Directors of Environment & Infrastructure, Finance & Resources and Communities & Housing Services, relative to a Framework Agreement for the provision of trades contractors 2021/25.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to enter into a Framework Agreement for the provision of trades contractors (RC-CPU-20-392) with the suppliers listed at Appendix 1 to this report;

(b) That a spend under the Framework Agreement of up to £35,040,000.00 excluding VAT be approved;

(c) That a Framework Agreement period of 4 years starting on 30 October 2021, be approved; and

(d) That it be noted that:

(i) the Framework Agreement included 13 Lots to be awarded on rank per Lot with ranking based on the total scores awarded to tenderers during the evaluation process as detailed in Appendices 1 and 2 to the report;

(ii) the Council had an option to carry out mini-competitions under the framework to further drive best value on larger scale work packages. Mini-competitions would be carried out on a Lot by Lot basis, with the suppliers awarded onto the Lot applicable to the specific work package; and

(iii) the Council had an option to award directly any larger scale work packages (up to a value of £180,000.00) for essential works where time was of the essence and timescales precluded carrying out a mini-competition or a tendering procedure.

## 12 **Measured Term Contract for the Provision of Scaffolding & Associated Works**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for the provision of scaffolding and associated works (RC-CPU-20-390) to Top Scaffolding Limited.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award a contract for the provision of scaffolding and associated works to Top Scaffolding Limited;
- (b) That a spend under the contract of up to £500,000.00 excluding VAT be approved; and
- (c) That a contract period of 48 months, commencing 30 October 2021 or as confirmed in the Letter of Acceptance, be approved.

**13 Provision of a Carers Centre**

There was submitted a joint report by the Chief Executive, the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Children's Services relative to the award of a contract for the provision of a Carers Centre to Renfrewshire Carers Centre.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award the contract for the provision of a Carers Centre to Renfrewshire Carers Centre;
- (b) That the contract term of one year commencing 1 October 2021 to 30 September 2022 be approved; and
- (c) That a maximum value of £523,783.58 excluding VAT for the entire contract period be approved.

**14 Purchase of 6 x 7.5 Tonne Hook Loader Vehicles**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for the purchase of six 7.5 Tonne Hook Loader Vehicles to Motus Group (UK) Limited trading as Motus Commercials as part of the Council's Vehicle Replacement Programme for 2021/2022.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to award a contract for the purchase of six 7.5 Tonne Hook Loader Vehicles to Motus Group (UK) Limited trading as Motus Commercials;
- (b) That a contract value of £364,380 excluding VAT be approved; and
- (c) That it be noted that should an order be placed with Motus Commercials before the 17 September 2021, the company would deliver the vehicles to the Council's Fleet Services, Underwood Road, Paisley before the end of May 2022.

**15 Lease of Vans**

This report was withdrawn.

## 16 **Advice Services**

There was submitted a report by the Chief Executive relative to the award of a negotiated contract for the provision of advice services (RC-CPU- 21-185) to Renfrewshire Citizens Advice Bureau.

### **DECIDED:**

(a) That the Head of Corporate Services be authorised to award the negotiated contract for advice services to Renfrewshire Citizens Advice Bureau;

(b) That the negotiated contract be awarded for a period of 18 months from 1 October 2021 to 31 March 2023; and

(c) That the negotiated contract value of £505,500 excluding VAT be approved.

## 17 **Framework Agreement for Insurance for Renfrewshire Council and Associated Bodies, and Renfrewshire Valuation Joint Board**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a Framework Agreement for Insurance for Renfrewshire Council, Associated Bodies and Renfrewshire Valuation Joint Board (RC-CPU-21-034).

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the Framework Agreement for Insurance for Renfrewshire Council and Associated Bodies and Renfrewshire Valuation Joint Board to the following Tenderers per specific Lots as follows:

**Lot 1 Property damage and business interruption including money and specified property insurance** - Zurich International PLC trading as Zurich Municipal.

**Lot 2 Terrorism** - Risk Management Partners Ltd acting as Managing General Agent on behalf of Convex Insurance UK Limited.

**Lot 3 Casualty including Employers' Liability/Public Liability Libel and Slander/ Officials Indemnity/Professional Liability** - Zurich International PLC trading as Zurich Municipal.

**Lot 4 Motor Fleet** - Zurich International PLC trading as Zurich Municipal.

**Lot 5 Computer** - Zurich International PLC trading as Zurich Municipal.

**Lot 6 Contractors All Risks/Own Plant/ Hired-in Plant** - Zurich International PLC trading as Zurich Municipal.

**Lot 7 Engineering Insurance and Inspection** - Risk Management Partners Ltd acting as Managing General Agent on behalf of HSB Engineering Insurance Ltd.

**Lot 8 Group Personal Accident/Travel** - Risk Management Partners Ltd acting as Managing General Agent on behalf of American International Group UK Limited (AIG)

UK).

Lot 9 **Crime** - Zurich International PLC trading as Zurich Municipal.

Lot 10 **Medical Malpractice** - Zurich International PLC trading as Zurich Municipal.

Lot 11 **Marine** – (Not to be awarded).

(b) That delegated authority to the Head of Policy & Commissioning to approve the award of call-off contracts under each Lot once the Framework Agreement was awarded, and for the Head of Corporate Governance to award these call-off contracts for insurance cover for most Lots by 1 November 2021 be approved;

(c) That a spend under this Framework Agreement and associated call-off contracts for the maximum call-off periods of up to the value of £10 million be approved;

(d) That it be noted that the Framework was anticipated to go live on 15 October 2021 for a period for four years; and

(e) That it be noted that the call-off contracts would commence on 1 November 2021 for a period of three years with the option to extend for a further two periods of two years each.



## Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 02 June 2021	15:00	Microsoft TEAMS Platform,

### PRESENT

Representing Renfrewshire Council Management - Councillors T Begg, J Harte, J McNaughtan and A Steel.

Representing Trade Unions – M Ferguson, J Boylan, , K Kernachan L Glover and M McIntyre (UNISON).

### IN ATTENDANCE

G McKinlay, Head of Schools (Children's Services); D Gillies, Head of Facilities Management, G Hannah, Infrastructure, Transportation & Change Manager and D Kerr, Service Co-ordination Manager (all Environment & Infrastructure); R Laouadi, HR Manager, R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, G Dickie, Partnering & Commissioning Manager, D Pole, End User Technician and R Devine and E Gray, both Senior Committee Services Officers (all Finance & Resources); and K Kilcaslan ( Renfrewshire Health & Social Care Partnership).

### RECORDING OF MEETING

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

### APPOINTMENT OF CHAIRPERSON

It was proposed and agreed that J Boylan (UNISON) chair the meeting.

**DECIDED:** That J Boylan (UNISON) chair the meeting.

### APOLOGIES

Councillor J Paterson S Hicks (UNISON); S McAllister (Manual Workers Trade Union Spokesperson); and L Rennie, Operations Manager (Environment & Infrastructure).

## DECLARATIONS OF INTEREST

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

### 1 ABSENCE STATISTICS

There were submitted a report by the Director of Finance & Resources relative to the Council's absence statistics for the period ending 31 March 2021.

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

During discussion reference was made to the desirability of entering into dialogue regarding the impact of long Covid in terms of the Fair Worker Statement, which outlined fair work expectations during the transition out of lockdown.

**DECIDED:** That the reports on absence statistics for the fourth quarter of 2020/21 be noted.

### 2 DEVELOPMENTS IN HEALTH, SAFETY AND WELLBEING

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

The report focussed on actions and activities undertaken to support the Council's response and recovery plans. It was highlighted that the Health & Safety team had been an integral part of the Council's emergency management team providing guidance as documents had been released by the UK and Scottish Governments, the NHS and Health Protection Scotland.

The report also detailed guidance and policies that had been reviewed and/or issued, and outlined the support provided to front-line Services in the delivery of emergency and prioritised work and to other businesses. Updates were provided in respect of activities undertaken relative to support for the Vaccination Centres and Scottish Parliamentary Elections, the development of new guidance and supplemented by risk assessments and standing operating procedures relating to specific Service activities. It was noted that consultation and collaboration had been undertaken with the trade unions to ensure the health and wellbeing of those involved in these activities.

It was highlighted that meetings of the Corporate Health and Safety Committee had been reinstated.

Mention was made during discussion to the Cleaner Safer Schools Campaign which had been undertaken.

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

### 3 **DETAILS OF GRIEVANCES**

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

The report provided information on grievances at both the informal and formal stages. The report indicated that there was a total of 9 grievances as at May 2021. Members noted that the number of overall grievances had reduced from 15 in the previous report in March 2021. In addition, it was noted that hearings were held remotely, that appropriate protocols had been agreed in this connection and that relationship issues between employees had been identified as a trend when analysing reasons for grievances. It was highlighted that early intervention was used to resolve grievances where possible and trained mediators were available to help resolve matters if required.

M Ferguson (UNISON) made reference to the National disagreement regarding the pay award and advised that arrangements were in place locally to formally submit notices of dispute with individual employers and to conduct a ballot relative to possible industrial action ballot. It was noted that this course of action would be recorded as a formal grievance.

**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 May 2021 and detailing the capacity and Services in which they were engaged. The report advised that as at May 2021, 156 agency workers were employed across all Services. It was noted that this was an increase of 58 since the previous report and the reasons for this increase were outlined. There then followed a general discussion regarding the Soft Facilities Management Review.

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

### 5 **DATE OF NEXT MEETING**

**DECIDED:** That it be noted that the next meeting of the JCB Non-Teaching was scheduled to be held at 3pm on 1 September 2021.



## Minute of Meeting Investment Review Board

Date	Time	Venue
Wednesday, 09 June 2021	11:00	Teams Meeting,

**Present:** Councillor John McIntyre, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw

### Chair

Councillor Shaw, Convener, presided.

### In Attendance

A MacArthur, Head of Finance, and R Devine, Senior Committee Services Officer (both Finance & Resources).

### Also in Attendance

D Millar, Associate Consultant, (Hymans Robertson LLP) And Gair Brisbane Senior Charity Portfolio Manager and M Connor, Portfolio Manager (both Aberdeen Standard Capital Limited).

### Declarations of Interest

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

## 1 **Minute of Previous Meeting**

There was submitted the Minute of the meeting of the Investment Review Board held on 18 November 2020.

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

## 2 **Investment Policy Statement**

There was submitted a report by the Director of Finance & Resources relative to the scope and content of the proposed Investment Policy Statement

Reference was made to the report considered at the meeting of this Board held on 18 November 2020 which had suggested a 'pathway' to reflect climate change matters in the investment portfolios of the Paisley and Renfrew Common Good Funds. The pathway, prepared by the Council's Investment Manager, Aberdeen Standard Capital Limited (ASC) had set out a proposed approach that Members could use to develop an investment policy that would reflect the decision of the Council to support Climate Emergency measures. Thereafter members of the Board had attended a workshop, on 26 January 2021, along with Julie Hutchison (Charity Specialist) and Gair Brisbane (Senior Charity Portfolio Manager ), both of ASC, as well as officers of the Council, to discuss and develop appropriate updates to the investment policy. This updated policy took the form of a draft "Investment Policy Statement", a copy of which was appended to the report, which would replace the existing "Statement of Investment Principles".

The report highlighted the key changes, within the section entitled Investment Manager restrictions specifically updating the ethical screening criteria, that were intended to support the Council's decision to support Climate Emergency measures.

**DECIDED:** That the Investment Policy Statement a copy of which was appended to the report, be approved as a replacement for the existing Statement of Investment Principles thereby implementing updates to the ethical screening criteria.

## 3 **Paisley and Renfrew Common Good Funds: review of investment and income performance**

There was submitted a report by the Director of Finance & Resources relative to the performance of the Paisley and Renfrew Common Good Funds during the six-month period to 31 March 2021.

A performance review by Hymans Robertson LLP was attached as an appendix to the report. D Millar, Associate Consultant, (Hymans Robertson LLP) advised that there had been a significant fall in the equity and corporate bond markets as a result of the coronavirus pandemic. However there had been a significant recovery resulting in only UK equities and property had remained in negative territory for the year. There had been continued recovery in the equities market during 2021 however bonds had fallen back. The Associate Consultant (Hymans Robertson LLP) indicated that the value of the Paisley Common Good Fund had increased slightly from £4.40m on 30

September 2020 to £4.75m on 31 March 2021. During the same period, the Renfrew Common Good Fund assets had risen from £14.87m to £16.07m. Both portfolios had met their income targets. He indicated that the asset allocation had not changed significantly in the last 12 months, and that the portfolios had performed well, outperforming the benchmark during challenging economic conditions. In addition, the Associate Consultant, (Hymans Robertson LLP) provided information on the performance of the markets from 31 December 2020 to 27 May 2021 which indicated continuing recovery. The Associate Consultant, (Hymans Robertson LLP) was then heard in answer to questions from members on the report.

The Senior Charity Portfolio Manager ASC then provided a presentation relative to the performance of the Paisley and Renfrew Common Good Fund investments. The presentation included information in relation to investment guidelines for Common Good Funds; long term performance of the Funds; asset contribution to Common Good Funds; and investment restrictions.

During a general discussion relative to contribution to performance by asset class it was proposed and agreed that a report be prepared and submitted to the next meeting of the Board outlining the historical rationale for, the implications of altering the threshold and options in terms of the portfolio investment restriction which required a minimum of 15% of the portfolio to be held in fixed interest stocks

**DECIDED:** That the report and presentations be noted; and that a report be prepared and submitted to the next meeting of the Board outlining the historical rationale for, the implications of altering the threshold and options in terms of the portfolio investment restriction which required a minimum of 15% of the portfolio to be held in fixed interest stocks.

#### 4 Investment Management

There was submitted a report by the Director of Finance & Resources relative to the proposed transfer of a proportion of existing Paisley Common Good Fund and Renfrew Common Good Fund cash balances to the investments currently managed by Aberdeen Standard Capital Limited.

The report reminded members that Aberdeen Standard Capital Limited managed the investments of the Paisley and Renfrew Common Good Funds and that the performance of the Funds was monitored by the Investment Review Board.

Investment of the Funds was undertaken in accordance with the Investment Policy Statement agreed by the Board, which recognised that investment in equities and fixed interest bonds was not without risk. However, the return available generally exceeded that available from holding the funds in cash (ie in bank deposits or money market funds) managed by the Council. Investing in equities and fixed interest stocks also allowed capital growth in addition to dividend or interest returns. In recent years the level of income to the Common Good Funds had exceeded that disbursed, to the point where the cash balance managed by the Council, as at 31 March 2021, was £0.6m for the Paisley Common Good Fund and £4.8m for the Renfrew Common Good Fund. The interest currently generated on these balances was about 0.4% owing to the low interest rate environment which had been experienced for some time. An increase in the bank rate was not anticipated in the near future. The yield on the balances managed by ASC had averaged 3-3.5% over the previous 3 years, excluding capital growth. As a consequence, it was proposed in order to secure an

improved overall return on fund balances, that a proportion of the funds currently held in cash were transferred to the management of ASC. To balance risk and manage liquidity, a cash balance would continue to be managed by the Council. It was considered that maintaining a cash balance of £0.3m in the Paisley Fund and £1.5m in the Renfrew Fund would achieve a prudent balance of liquidity and longer-term investment return.

**DECIDED:**

(a) That it be agreed that funds from the Paisley Common Good Fund and Renfrew Common Good Fund cash balance currently managed by the Council of £0.3m and £3.3m respectively be added to the investments currently managed by Aberdeen Standard Capital Ltd;

(b) That authority be delegated to the Director of Finance and Resources to execute the funds transfer; and

(c) That a report be submitted to the next meeting regarding appropriate revised increased income targets.

**5 Date of Next Meeting**

It was noted that the next meeting of the Investment Review Board was scheduled for Wednesday 19 November 2021 at 10am.

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



## Minute of Meeting Regulatory Functions Board

Date	Time	Venue
Thursday, 02 September 2021	10:00	Remotely by MS Teams ,

**Present:** Councillor Eddie Devine, Councillor Audrey Doig, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Andy Steel

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

D Campbell, Assistant Managing Solicitor (Licensing), D Pole, End User Technician, R Devine, Senior Committee Services Officer, P Shiach, Senior Committee Services Officer, A Easdon, Team Leader (Licensing), G McIntosh, Civic Government Enforcement Officer (for items 1 to 3 only), and R McCallum, Administrative Assistant (all Finance & Resources).

### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

### Apologies

Councillors McEwan, Montgomery and Rodden.

### Declarations of Interest

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

## **Additional Item**

The Convener intimated that there was an additional item in relation to an application for the Grant of a Late Hours Catering Licence which had not been included in the notice calling the meeting. The Convener, being of the opinion that the item, which is dealt with at item 8 of this Minute, was urgent in view of the need to determine the matter timeously authorised its consideration.

### **1 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: Jason Clark

Variation: exception to policy and standard condition 22

Licence No.: TX115

Mr Clark, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Clark's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Clark to operate his present vehicle, registration SN13 ENE for a period of one year from 19 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021. This was agreed unanimously.

**DECIDED:** That Mr Clark's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Clark to operate his present vehicle registration number SN13 ENE for a period of one year from 19 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021.

### **SEDERUNT**

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

(b) Applicant: Michael Allan

Variation: exception to policy and standard condition 22

Licence No.: TX212

Mr Allan, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that Mr Allan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Allan to operate his present vehicle, registration SE13 WGK for a period of one year from 27 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021. This was agreed unanimously.

**DECIDED:** That Mr Allan's application for variation be granted and that standard condition 22 of his licence be amended to enable Mr Allan to operate his present vehicle registration number SE13 WGK for a period of one year from 27 August 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021.

## 2 **Variation of Private Hire Car Operator's Licence - Personal Appearance**

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

Applicant: Michael Dunlop

Variation: exception to policy and standard condition 1

Licence No.: PH1255

There was no appearance by or on behalf of Mr Dunlop. The Assistant Managing Solicitor (Licensing) advised that Mr Dunlop who had originally intended to join the meeting via telephone, had subsequently advised that he was unable to attend due to ill health. The Convener proposed that the application be considered in Mr Dunlop's absence. This was agreed unanimously.

After consideration of all matters before the Board, the Convener proposed that Mr Dunlop's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Dunlop to operate his present vehicle, registration number GK64 ECE, for a period of one year from 1 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021. This was agreed unanimously.

**DECIDED:** That Mr Dunlop's application for variation be granted and that standard condition 1 of his licence be amended to enable Mr Dunlop to operate his present vehicle, registration number GK64 ECE, for a period of one year from 1 September 2021, subject to the vehicle being tested at three-monthly intervals with the first inspection being carried out within 28 days from 2 September 2021.

## 3 **Renewal of Street Trader's Licence - Personal Appearance**

There was submitted the undernoted application for renewal of a Street Trader's Licence. The applicant had been asked to appear personally for the first time together with a representative of Bishopton Community Council who had submitted an objection to one of the locations detailed in the application:-

Applicant: Mark Parducci

Authorised goods: ice cream, cigarettes, groceries and confectionery

Trading from: Renfrewshire area excluding Lochfield, Hawkhead, Ralston, Erskine, Inchinnan and Paisley town centre

Operating hours: Monday to Sunday – 11.00 am to 11.00 pm

Licence No.: ST097

There was no appearance by or on behalf of Mr Parducci, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions, or from Bishopton Community Council who had submitted an objection to one of the locations detailed in the application, who had also previously indicated that their objection was to be considered by way of written submissions. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years. This was agreed unanimously.

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

## **EXCLUSION OF PRESS AND PUBLIC**

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

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

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

Brian Ruddy PH0736

There was no appearance by or on behalf of Mr Ruddy, the applicant, who had previously indicated that he wished his application to be determined by way of written submissions.

After consideration of all matters before the Board Councillor Audrey Doig, seconded by Councillor McNaughtan, moved that consideration of the application be continued to allow Mr Ruddy the opportunity to obtain appropriate insurance.

Councillor Steel, seconded my Councillor Hughes moved, as an amendment that the application be refused.

On the roll being called the following members voted for the motion: Councillors Devine, Audrey Doig and McNaughtan.

The following members voted for the amendment: Councillors Hughes, Mackay and Steel. There being an equality of votes cast, the Convener used his second and casting vote in favour of the motion. The motion was accordingly declared carried.

**DECIDED:** That consideration of the application be continued to allow Mr Ruddy the opportunity to obtain appropriate insurance.

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

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

Present Operator: Margaret Blackadder  
 Proposed Operator: Catherine Lee  
 Licence No.: TX074

Mrs Lee, the applicant, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted. This was agreed unanimously.

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

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

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

Thomas Robertson T1644

Mr Robertson, the applicant, joined the meeting via telephone call. After consideration of all matters before the Board, the Convener proposed that the exemption be granted for the duration of the licence. This was agreed unanimously.

**DECIDED:** That the exemption be granted for the duration of the licence.

## 7 **Renewal of Taxi Driver's Licence - Personal Appearance**

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

Malik Ghafar T0248

There was no appearance by the applicant. Mr Jabbar Ghafar, the applicant's son, joined the meeting by video call. After consideration of all matters before the Board, the Convener proposed that the application be granted for a period of two years subject to the applicant providing a further medical report within three months. This was agreed unanimously.

**DECIDED:** That the application be granted for a period of two years subject to the applicant providing a further medical report within three months.

## 8 **Grant of Late Hours Catering Licence**

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

Applicant: Motor Fuel Limited

Premises: 10 Greenock Road, Paisley

Authorised Activity: petrol station

Operating hours: Monday to Sunday - 11.00 pm to 5.00 am

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 Drivers' Licences - Personal Appearances**

There were submitted the undernoted applications for renewal of Private Hire Car Drivers' Licences. The applicants had been asked to appear personally for the first time together with Police Scotland who had submitted a representation to application (a) and an objection received outwith the statutory timescale to application (b):-

(a) Greg Tetley P4339

Mr Tetley, the applicant, joined the meeting by video call together with Sergeant Robertson, on behalf of the Chief Constable who had submitted a representation in relation to the application. After consideration of all matters before the Board, the Board adjourned to allow members to consider this application.

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

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

(b) David Stevenson P0225

There was no appearance by or on behalf of Mr Stevenson. Sergeant Robertson, on behalf of the Chief Constable who had submitted an objection to the application received outwith the statutory timescale, joined the meeting by video call. On hearing the reasons for the objection being received outwith the statutory timescale it was decided that the objection be taken into account when the application was being considered.

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

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

## Minute of Meeting Head of People and OD

Date	Time	Venue
Tuesday, 07 September 2021	11:30	Remotely by Microsoft Teams,

**Present:** Councillor Bill Brown, Councillor Eddie Devine, Councillor Neill Graham, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor Andy Steel

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

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

### Declarations of Interest

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

### EXCLUSION OF PRESS AND PUBLIC

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

## 1 **Head of People & OD - Short Leet**

There were submitted copies of the forms of application for the candidates for the post of Head of People and OD. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend the assessment centre on 20 and 22 September and interviews to be held on 6 October 2021.

**DECIDED:** That the short leet of candidates as agreed be invited to attend the assessment centre on 20 and 22 September and the interviews to be held at the meeting of this Board to be held on on 6 October 2021.



## Minute of Meeting Head of Education

Date	Time	Venue
Wednesday, 08 September 2021	13:30	Remotely by Microsoft Teams,

**Present:** Provost Lorraine Cameron, Councillor Eddie Devine, Councillor Edward Grady, Councillor Neill Graham, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

S Quinn, Director of Children's Services and L Mullin, Principal HR & OD Adviser (Finance & Resources).

### Declarations of Interest

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

### EXCLUSION OF PRESS AND PUBLIC

The Board resolved 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 **Head of Education - Short Leet**

There were submitted copies of the forms of application for the candidates for the post of Head of Education. The Board considered the applications in detail and agreed the short leet of candidates who would be invited to attend the assessment centre on 14 and 16 September and the interviews to be held on 29 September 2021.

**DECIDED:** That the short leet of candidates as agreed be invited to attend the assessment centre on 14 and 16 September and the interviews to be held at the meeting of this Board to be held on 29 September 2021.

## Minute of Special Meeting Regulatory Functions Board

Date	Time	Venue
Friday, 10 September 2021	15:30	Remotely by MS teams,

**Present:** Councillor Eddie Devine, Councillor Lisa-Marie Hughes, Councillor Alistair Mackay, Councillor John McNaughtan, Councillor Kevin Montgomery, Councillor Emma Rodden

### Chair

Councillor McNaughtan, Convener, presided.

### In Attendance

C Dalrymple, Communities and Regulatory Manager and A McCalman, Assistant Building Standards Manager (both Communities & Housing Services); K Graham, Head of Corporate Governance, M Conaghan, Legal & Democratic Services Manager, E Currie, Senior Committee Services Officer and P Shiach, Senior Committee Services Officer (all Finance & Resources).

### Also in Attendance

B Docherty and T Fitzpatrick (both St Mirren Football Club).

### Recording of Meeting

Prior to the commencement of the meeting the Convener intimated that this meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

### Apologies

Councillors Audrey Doig, McEwan and Steel.

## **Declarations of Interest**

Councillor Devine declared a financial interest in item 1 of the agenda as he was a St Mirren Football Club season ticket holder, shareholder and a member of SMiSA and indicated his intention to leave the meeting during consideration of this item and not to take part in any discussion or voting thereon.

## **Declaration of Interest**

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

### **1 St Mirren Football Club Capacity Exemption Application**

There was submitted a report by the Director of Communities & Housing Services relative to a capacity exemption application received from St Mirren Football Club (FC).

The report intimated that when Scotland moved 'beyond Level 0' on 9 August 2021, one of the key restrictions that remained in place was the restriction on the number of people attending events. Under the Health Protection (Coronavirus) (Requirements) (Scotland) Regulations 2021, the local authority must approve a capacity exemption application should an organiser wish to hold an outdoor event with more than 5,000 people.

St Mirren FC's stadium, the SMiSA Stadium, had a current capacity of 7,693 and it was noted that a set number of seats required to be retained to ensure the 'Red Zone' as required by the Scottish Football Association's Joint Response Group. St Mirren FC's General Manager had submitted a capacity exemption application to the Council on 23 August 2021 which had been discussed at the Safety Advisory Group on 31 August 2021. Following this meeting, St Mirren FC were requested to submit further information which had now been submitted and assessed and found to be satisfactory. Some minor adjustments were required, however, it was noted that this would be done in the coming weeks.

The report advised that under the Health Protection (Coronavirus) (Requirements) (Scotland) Regulations 2021, the Council must keep the approval under review and could add or vary conditions or revoke the approval of the application should it be deemed necessary to prevent the incidence and spread of coronavirus. Once approved, the capacity exemption application did not require approval of the Board each time, assuming St Mirren FC continued to comply with their appropriate risk assessments and mitigations as submitted to the Council.

The report recommended that, due to ongoing discussions and the further clarification required, a condition be attached to the approval that 'St Mirren Football Club should promote, monitor and remind supporters of the legal requirement that face coverings should be worn when moving around indoors (inside concourse/toilets)'.

Mr Docherty, St Mirren FC, agreed to this condition being attached, should the capacity exemption application be granted by the Board.

**DECIDED:** That the content of the report be noted and that the capacity exemption application for St Mirren FC be approved, subject to the condition detailed in section 3.7 of the report.



## Minute of Meeting Leadership Board

Date	Time	Venue
Wednesday, 15 September 2021	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Jacqueline Cameron, Councillor Eddie Devine, Councillor Andy Doig, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor John McIntyre, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw

### Chair

Councillor Nicolson, Convener, presided.

### In Attendance

S Black, Chief Executive; M Crearie, Director of Communities & Housing; G McNeil, Director of Environment & Infrastructure; A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, L Mahon, Head of Marketing & Communications, A Morrison, Head of Economy & Development Services, L Adamson, Communications & Public Affairs Manager, A Armstrong-Walter, Strategic Partnerships & Inequalities Manager and R Cooper, Economic Development Manager (all Chief Executive's); J Trainer, Head of Childcare & Criminal Justice (Children's Services); K Graham, Head of Corporate Governance, A MacArthur, Head of Finance, M Conaghan, Legal & Democratic Services Manager, G Dickie, Partnering & Commissioning Manager, L Belshaw and D Low, Democratic Services Managers, R Devine and C MacDonald, Senior Committee Services Officers and D Pole, End User Technician (all Finance & Resources); C Laverty, Interim Chief Officer and L Howat, Interim Head of Mental Health, Addictions & Learning Disability Services (both Renfrewshire Health & Social Care Partnership); and V Hollows, Chief Executive (Renfrewshire Leisure).

### Recording of Meeting

Prior to the commencement of the meeting the Convener indicated that the meeting of the Board would be recorded and that the recording would be available to watch on the Council's website.

Thereafter the Clerk took a roll call of members in attendance at the meeting, indicating those in the Council Chamber and those participating remotely.

## 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 after item 6 and not as detailed in the agenda.

### 1 Budget Monitoring

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 the projected revenue and capital outturn position as at 31 March 2022 across all services reporting to this Board. For financial year 2021/22 the projected outturn position was split into core (business as usual) and Covid-19 related variances to outline the impact of the pandemic on service finances.

The report intimated that there was a projected annual overspend of £0.259 million in revenue expenditure and that since the last report to the meeting of this Board held on 16 June 2021 there had been capital budget adjustments totalling £16.843 million.

#### **DECIDED:**

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

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

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

### 2 Climate Change Sub-committee

There was submitted the Minute of the Meeting of the Climate Change Sub-committee held on 1 September 2021.

**DECIDED:** That the Minute, as appended hereto, be approved.

### 3 Climate Change Update

There was submitted an update report by the Chief Executive relative to the work programme considered and agreed by the Climate Change Sub-committee, and specifically highlighting work being undertaken to develop Renfrewshire's first net zero plan which would set out actions which would need to be taken by the Council and its partners. The report also provided information on two funding proposals endorsed by the Sub-committee at its meeting held on 1 September 2021 - net zero business grant support programme for local businesses and Bridge of Weir Primary



School energy modelling - and funding of £115,000 was sought from the Climate Change Action Fund to support these initiatives.

The report detailed the key priorities during the next three months as agreed by the Sub-committee as completion of public and business climate surveys; establishment of a community climate panel; appointment of a supplier to support detailed assessment of carbon emissions in Renfrewshire and net zero plan development; and development of further Climate Change Action Fund proposals.

**DECIDED:**

(a) That the progress update provided in terms of the work programme in relation to the climate emergency response be noted; and

(b) That the funding proposals detailed in Appendix 1 to the report be agreed with £115,000 to be allocated from the Climate Change Action Fund to support the initiatives outlined.

#### 4 **Social Renewal Plan - Income, Poverty and Financial Insecurity**

There was submitted an update report by the Chief Executive relative to actions being taken by the Council and partners to support people and families across Renfrewshire experiencing issues in relation to low income and financial insecurity.

The report referred to the findings of the community impact assessment that had been undertaken across Renfrewshire in order to develop a deeper understanding of the impact of Covid-19 across communities. It was noted that work was ongoing to develop local responses to other impacts identified within the community impact assessment and the resulting Social Renewal Plan and an update on these proposals would be submitted to the next meeting of this Board.

The report also intimated that there were significant concerns that national developments relating to universal credit, the end of the furlough scheme and increasing food and fuel costs would have significant implications for local households. The report set out how partners would work together to ensure arrangements were in place as quickly as possible to provide the additional support required.

The report provided updates on allocation of the Social Renewal Plan budget as agreed at the meeting of this Board held on 16 June 2021 and recommended funding to Renfrewshire Citizens Advice Bureau; Engage Renfrewshire, Linstone Housing Association and Renfrewshire Foodbank.

**DECIDED:**

(a) That the work that had been undertaken to progress the Social Renewal Plan in Renfrewshire be noted;

(b) That the arrangements in place for the Fair Work Renfrewshire employment advice service, provided by Citizens Advice Bureau be noted;

(c) That grant funding of £45,000 be approved to Engage Renfrewshire for the delivery of an affordable credit project, detailed at section 4 of the report;

(d) That grant funding of £16,665 each be approved to Renfrewshire Citizens Advice Bureau, Linstone Housing Association and Renfrewshire Foodbank for the provision of support around fuel insecurity, as detailed in section 4 of the report;

(e) That the guidance for the Community Food Fund as detailed in Appendix 1 to the report be approved; and

(f) That it be noted that the recommendations in relation to funding applications would be collated by officers and presented for consideration by this Board at its meeting to be held on 1 December 2021.

## 5 **Adult Social Work Services - Annual Monitoring Report 2020/21**

There was submitted the adult social care annual monitoring report for 2020/21 by the Interim Chief Officer, Renfrewshire Health & Social Care Partnership which provided an overview of activity and performance.

The report detailed the list of functions that must be delegated by a local authority to the Integration Joint Board (IJB). It was noted that whilst there was regular reporting to the IJB in relation to these services, it had been agreed by the Council that regular updates would be provided to the Leadership Board in relation to these delegated services, thereby ensuring oversight of the challenges, key activities and wider context relating to the delivery of these services.

The report outlined key activities during 2020/21; the impact of Covid-19 and resulting changes required to continue to deliver services; provided an overview of adult social work performance; highlighted the national direction in terms of the Independent Review of Adult Social Care, published in February 2021; and referred to the requirement for the IJB to produce a Strategic Plan in terms of how functions would be planned and delivered over the medium term and arrangements for review of the existing Plan which would be in place until 31 March 2022.

### **DECIDED:**

(a) That the report updating activity and performance of adult social work services delegated to the IJB be noted; and

(b) That it be noted that the six-monthly performance report would be presented to this Board at its meeting to be held on 23 February 2022.

## 6 **Alcohol and Drugs Programme Update**

Under reference to item 4 of the Minute of the meeting of the Board held on 24 February 2021, there was submitted an update report by the Chief Executive relative to the local programme of work and progress since the February report.

The report intimated that it was clear from the publication of recent statistics in relation to alcohol and drug-related deaths that the local response to the Commission and its recommendations was critical and must continue to be prioritised by all partners. These statistics indicated that in 2020, drug-related deaths increased by 49% in Renfrewshire, whilst alcohol-related deaths increased by 22%.

The report referred to the allocation of £2 million funding by the Council and additional funding of £817,000 Scottish Government funding to the Renfrewshire Alcohol and

Drugs Partnership. It was noted that an Alcohol and Drugs Programme Board had been established to drive the local response to the Commission's recommendations, ensuring that all partners worked together, join up service developments and maximise available resources. The report noted a range of actions that had been prioritised by partners and detailed key developments that had been progressed.

It was proposed that further detail be provided in future reports in relation to residential service provision. This was agreed.

**DECIDED:**

(a) That Renfrewshire's response to the recommendations of the Renfrewshire Alcohol and Drugs Commission be noted;

(b) That the commitment of the Council and its partners to work together to address increasing levels of alcohol and drug-related deaths and wider harm in Renfrewshire be noted; and

(c) That further detail be provided in future reports in relation to residential service provision.

**7 Place-based Investment Fund 2020/21**

Under reference to item 11 of the Minute of meeting of the Board held on 16 June 2021, there was submitted a report by the Chief Executive relative the place-based investment fund 2021/22.

The report intimated that both the Scottish and UK Governments had announced new funding programmes - the Levelling-up Fund, Vacant and Derelict Land Investment Programme and the Place-based Investment Programme through which the Governments were channelling capital investment into local economies and places to deliver, among other things, economic growth. The report highlighted advances on the regeneration themes as approved by the meeting of the Board held on 16 June 2021 and presented a set of priorities for officers to begin delivering to meet the conditions of the funding, under the themes of town centres; zero carbon infrastructure; improving the urban fabric; and visitor destination.

It was proposed that members be provided with information in relation to a timeline for the introduction of compulsory sales orders. This was agreed.

**DECIDED:**

(a) That the set of priority themes and indicative projects set out in section 4 of the report to be pursued in 2021/22 of the Place Based Investment Fund be agreed;

(b) That it be delegated to the Head of Economy & Development, in consultation with the Convener, to manage any potential over/underspends, from the indicative budgets presented, within the overall programme of projects and, if necessary, to bring forward substitute projects to ensure the complete commitment of the grant within financial year 2021/22; and

(c) That members be provided with information in relation to a timeline for the introduction of compulsory sales orders.

## 8 Co-commissioning of Employability Services

There was submitted an update report by the Chief Executive relative to an overview of the current employment landscape and the proposed specific approach of Renfrewshire Council and the Local Employability Partnership to support those across Renfrewshire who were unemployed.

The report outlined the developing 'No-one Left Behind' employability policy between Scottish and Local Government to ensure that employability was aligned and integrated with service delivery at a local level and highlighted the increasing role of Local Employability Partnerships in local decision-making and the co-commissioning of local services.

The report proposed a new partnership grant process for employability service delivery, managed by the Council and delivered through the Local Employability Partnership, to ensure that the right employability services were delivered locally.

### **DECIDED:**

(a) That the approach proposed for Renfrewshire to establish an Employability Grant Programme delivered through the Renfrewshire Local Employability Partnership as the primary model for co-commissioning in 2021/23 be approved;

(b) That the use of the funding identified through existing and planned employability budgets be agreed; and

(c) That it be noted that regular progress would be reported through the Community Planning Partnership and that a review of the grant process and suggestions for any further grant programme would be reported to a future meeting of this Board.

## Minute of Meeting Climate Change Sub-Committee

Date	Time	Venue
Wednesday, 01 September 2021	10:00	Remotely via MS Teams,

**Present:** Councillor Bill Brown, Councillor Neill Graham, Councillor John Hood, Councillor Lisa-Marie Hughes, Councillor Eileen McCartin, Councillor Cathy McEwan, Councillor Marie McGurk, Councillor Iain Nicolson, Councillor John Shaw

### Chair

Councillor Nicolson, Convener, presided

### In Attendance

L McIntyre, Head of Policy & Commissioning, P Moss, Strategy, Policy & Insight Manager and G Crawford, Senior Communications Officer (all Chief Executive's); F Carlin, Head of Housing Services (Communities & Housing Services); G Hutton, Head of Operations & Infrastructure and L Rennie, Operations Manager (both Environment & Infrastructure); M Conaghan, Legal & Democratic Services Manager, D Pole, End User Technician, E Gray, Senior Committee Services Officer and J Barron, 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 Climate Change Sub-committee would be recorded and that the recording would be available to watch on the Council's website.

### Declarations of Interest

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

## 1 **Climate Emergency - Policy Update**

There was submitted a report by the Head of Policy & Commissioning providing a summary of the latest UN report on the science of climate change, a summary of the findings of the Scottish Government's Climate Change Citizen's Assembly; information on the new 'Let's Do Zero' campaign and the latest developments in relation to COP26.

The Policy & Insight Manager gave a presentation on Climate Emergency – Policy Update which included information from the United Nations Intergovernmental Panel on Climate Change.

Officers responded to members' comments and questions, including how the Council was progressing with the Climate Panel, engagement with the community and the role of schools and education in tackling climate change.

Members thanked the Policy & Insight Manager for her presentation.

**DECIDED:** That the policy updates in the paper be noted.

## 2 **Climate Emergency Work Programme : Progress Update**

Under reference to item 1 of the Minute of the meeting of the Sub-committee held on 19 April, 2021 there was submitted a report by the Head of Policy & Commissioning providing a progress update on the Climate Emergency Work Programme.

It was noted that at its meeting on 19 April 2021, the Sub-committee considered a report outlining progress on the work being undertaken by the organisation to respond to the climate emergency declared by Council in June 2019.

The Sub-committee agreed a number of key priorities to be progressed by officers, recognising that it was a particular priority to continue to develop Renfrewshire's plan for achieving the target of net zero carbon emissions by 2030.

The report provided an update on the work undertaken to progress these priority actions and highlighted some of the key activities that had been undertaken since the last update to the Sub-committee. An updated work programme was considered by the Sub-committee, with section 5 of the report setting out a number of key priority actions which had been identified by officers for completion over the next three months.

**DECIDED:**

(a) That the progress achieved in relation to the current work programme and associated updated timetable be noted; and

(b) That it be agreed that the key priorities for progression over the course of the next three months as set out in Section 5 of the report.

### 3 **Climate Change Action Fund**

There was submitted a report by the Head of Policy & Commissioning regarding the budget approved by Council on 9 March 2020. The report outlined that £1,000,000 of funding had been allocated to support the Council in progressing its response to the climate emergency through a Climate Change Action Fund.

The Climate Change Sub-committee had considered a number of funding proposals developed by the Council during 2021. Following discussion and engagement with members, these proposals had been formally approved by the Leadership Board held on 24 February 2021, with £768,000 of funding allocated to date from the Climate Change Action Fund.

Two new proposals were included within the report for consideration by the Sub-committee. In line with previous proposals, these supported the Council's response to the climate emergency, with a key focus on testing new technology and practices, and in supporting local communities and businesses to reduce carbon emissions.

It was noted that following the last meeting of the Sub-committee held on 2 June 2021, officers had also progressed options for the development of a community-based fund for local projects/initiatives which supported the drive to net-zero. It was anticipated that a detailed proposal would be submitted to the Sub-committee for consideration on 17 November 2021.

#### **DECIDED:**

(a) That the progress update provided on the initiatives funded through the Climate Change Action Fund to date be noted;

(b) That consideration of the proposals detailed in the report, with £115,000 of funding requested from the Climate Change Action Fund be approved; and

(c) That it be noted that these proposals would be submitted to the Leadership Board for approval.

