

## **MINUTE VOLUME**

**29 JUNE 2022**

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**MINUTE**  
**of**  
**EAST RENFREWSHIRE COUNCIL**

**Minute of hybrid meeting held at 7.00pm in the Council Chamber, Council Headquarters, Giffnock on 25 May 2022.**

**Present:**

Councillor Andrew Anderson	Councillor Chris Lunday
Councillor Caroline Bamforth (*)	Councillor David Macdonald
Councillor Tony Buchanan	Councillor Jim McLean
Councillor Kate Campbell	Councillor Colm Merrick
Councillor Angela Convery	Councillor Mary Montague
Councillor Betty Cunningham (*)	Councillor Andrew Morrison (*)
Councillor Danny Devlin	Councillor Owen O'Donnell
Councillor Paul Edlin	Councillor Katie Pragnell
Councillor Annette Ireland (*)	Councillor Gordon Wallace

(\*) indicates remote attendance.

**Attending:**

Lorraine McMillan, Chief Executive; Louise Pringle, Director of Business Operations and Partnerships; Andy Cahill, Director of Environment; Julie Murray, Chief Officer - Health and Social Care Partnership; Mark Ratter, Director of Education; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Gerry Mahon, Chief Officer – Legal and Procurement; Graeme Smith, Communications Manager; Eamonn Daly, Democratic Services Manager; Linda Hutchison, Senior Committee Services Officer; and Liona Allison, Assistant Committee Services Officer.

Mrs Lorraine McMillan, Returning Officer, in the Chair

*The Returning Officer, who in terms of Section 4(4) of the Local Government etc. (Scotland) Act 1994 was chairing the initial part of the meeting in her capacity as Returning Officer until the election of the Provost, welcomed all Members to the first meeting of the new Council.*

**ELECTION OF COUNCILLORS TO EAST RENFREWSHIRE COUNCIL**

1. The Council considered a report by the Returning Officer giving details of the election of councillors to East Renfrewshire Council held on 5 May 2022.

The Council noted the report which forms Appendix 1 accompanying this Minute.

**DECLARATIONS OF ACCEPTANCE OF OFFICE BY ELECTED MEMBERS**

2. The Returning Officer reported that in terms of the Local Authorities (Councillors Declarations of Acceptance of Office)(Scotland) Order 1990, she had received signed Declarations of Acceptance of Office from each Councillor.

The Council noted the position.

### **DECLARATIONS OF INTEREST**

3. There were no declarations of interest intimated.

### **ELECTION OF PROVOST**

4. The Returning Officer sought nominations for the position of Provost of East Renfrewshire.

Councillor O'Donnell, seconded by Councillor Devlin, moved that Councillor Montague be elected Provost. Councillor Buchanan, seconded by Councillor Convery, moved as an amendment that Councillor Ireland be elected Provost.

On the roll being called, Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Montague, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Montague elected as Provost of East Renfrewshire. Councillor Montague assumed the Chair.

Provost Montague in the Chair

Provost Montague thanked Members for bestowing on her the privilege of becoming Provost, commenting that it marked the start of a new chapter in the Council's history. Having paid tribute to Elected Members and officers, both past and present, for their positive contribution to the renowned success of the Council, she expressed confidence that the Council would rise to the challenges of following in their footsteps and doing their best for people represented at Ward level and the area as a whole. She referred to her intention to facilitate discussion in the Chamber, indicating that she looked forward to working with everyone.

### **ELECTION OF DEPUTY PROVOST**

5. Provost Montague sought nominations for the position of Deputy Provost.

Councillor Wallace, seconded by Councillor McLean, moved that Councillor Campbell be elected Deputy Provost. Councillor Buchanan, seconded by Councillor Bamforth, moved as an amendment that Councillor Convery be elected Deputy Provost.

On the roll being called, Councillors Campbell, Devlin, Edlin, Macdonald, McLean, Morrison and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday and Merrick voted for the amendment.

Provost Montague and Councillors Anderson, Cunningham, O'Donnell and Pragnell abstained. Accordingly, the motion was declared carried and Councillor Campbell elected as Deputy Provost of East Renfrewshire.

## LEADER/DEPUTY LEADER/CONVENERS AND COMMITTEE CHAIRS AND MEMBERS

### 6. Provost Montague sought nominations for the undernoted positions:-

#### (i) Leader of the Council/Chair of Cabinet

Councillor Anderson, seconded by Councillor Devlin, moved that Councillor O'Donnell be elected Leader of the Council. Councillor Merrick, seconded by Councillor Lunday, moved as an amendment that Councillor Buchanan be elected Leader.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor O'Donnell elected Leader of the Council.

Councillor O'Donnell thanked Members for appointing him as Leader, which he considered a privilege and an honour. Having referred to the increasingly difficult times in which local people were living, he commented that the hopeful and optimistic outlook on COVID-19 at the start of the year had been shattered by a cost of living crisis which both the Scottish and UK governments were struggling to address. He stated that the Labour Group, supported by two independent Elected Members, were determined to do their best to support local people through these difficult times, and provide hope that there were people fighting their side.

Councillor O'Donnell commented that the new minority Administration meant change regarding how the Council would be run, and would require greater consensus building on a vote by vote basis, hopefully leading to better decisions and outcomes for all of East Renfrewshire. Having referred to the good reputation the authority had had for collaboration under previous Administrations from putting politics aside and people first, he stressed that it was clear from a review of manifestos that there was more that united than divided Elected Members, on which basis he saw no reason why the Council's good work would not continue. He urged all parties to work with the Administration to support the provision of services which local communities deserved.

#### (ii) Deputy Leader of the Council/Vice-Chair of Cabinet

Councillor O'Donnell, seconded by Councillor Pragnell, moved that Councillor Anderson be elected Deputy Leader of the Council. Councillor Buchanan, seconded by Councillor Convery, moved as an amendment that Councillor Merrick be elected Deputy Leader.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Anderson elected Deputy Leader of the Council.

## (iii) Convener for Education and Equalities

Councillor O'Donnell, seconded by Councillor Pragnell, moved that Councillor Anderson be appointed Convener for Education and Equalities. Councillor Buchanan, seconded by Councillor Lunday, moved as an amendment that Councillor Merrick be elected Convener.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Anderson elected Convener for Education and Equalities.

## (iv) Convener for Social Work and Health

Councillor O'Donnell, seconded by Councillor Devlin, moved that Councillor Macdonald be appointed Convener for Social Work and Health. Councillor Buchanan, seconded by Councillor Merrick, moved as an amendment that Councillor Bamforth be appointed Convener.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Macdonald elected Convener for Social Work and Health.

## (v) Convener for Environment

Councillor Anderson, seconded by Councillor Devlin, moved that Councillor O'Donnell be appointed Convener for Environment. Councillor Buchanan, seconded by Councillor Merrick, moved as an amendment that Councillor Lunday be appointed Convener.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor O'Donnell elected Convener for Environment.

## (vi) Convener for Community Services and Community Safety

Councillor O'Donnell, seconded by Councillor Anderson, moved that Councillor Pragnell be appointed Convener for Community Services and Community Safety. Councillor Buchanan, seconded by Councillor Lunday, moved as an amendment that Councillor Convery be appointed Convener.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Pragnell elected Convener for Community Services and Community Safety.

(vii) Convener for Housing and Maintenance Services

Councillor O'Donnell, seconded by Councillor Macdonald, moved that Councillor Devlin be appointed Convener for Housing and Maintenance Services. Councillor Merrick, seconded by Councillor Convery, moved as an amendment that Councillor Buchanan be appointed Convener.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Devlin elected Convener for Housing and Maintenance Services.

### **Adjournment**

Having heard the Chief Executive and following discussion, the Council agreed to a brief adjournment to allow Members to consider the remaining appointments on the agenda.

On reconvening, the Council considered the following:-

(viii) Appointments of Appeals Committee Chair and Vice Chair

The Council:-

- (a) unanimously approved the appointment of Councillor Anderson as Chair of the Appeals Committee; and
- (b) agreed that consideration of the appointment of Vice Chair be continued.

(ix) Appointments of Audit and Scrutiny Committee Chair and Vice Chair

Councillor Wallace, seconded by Councillor Morrison, moved that Councillor Morrison be appointed Chair of the Audit and Scrutiny Committee.

Councillor Buchanan highlighted that the Chair of the committee was traditionally appointed from amongst the membership of the largest Opposition party, this being the SNP Group, that the proposed nominee had voted in support of the appointment of the current Council Leadership and Cabinet, that issues of transparency could arise, and that the Council may face criticism therefore if the proposed nominee was appointed. On that basis, he argued in favour of the Chair continuing to be appointed from amongst the membership of the largest Opposition Group.

The Democratic Services Manager clarified that the appointment of Chair was entirely for the Council to determine, there being no legal requirement for the appointee to be a member of the largest Opposition Group.

Thereafter Councillor Buchanan, seconded by Councillor Bamforth, moved as an amendment, that Councillor Buchanan be appointed Chair of the committee.

On the roll being called, Councillors Campbell, Devlin, Edlin, Macdonald, McLean, Morrison and Wallace voted for the motion.

Councillors Bamforth, Buchanan Convery, Ireland, Lunday and Merrick voted for the amendment.

Provost Montague and Councillors Anderson, Cunningham, O'Donnell and Pragnell abstained.

Accordingly, the motion was declared carried and Councillor Morrison appointed Chair of the Audit and Scrutiny Committee.

The Council agreed that consideration of the appointment of Vice Chair of the Committee be continued.

(x) Appointments of Cabinet (Police and Fire) Chair and Vice Chair

The Council unanimously approved the appointment of:-

- (a) Councillor Pragnell as Chair of Cabinet (Police and Fire); and
- (b) Councillor Anderson as Vice Chair.

(xi) Appointments of Civic Hospitality Committee Chair and Vice Chair

The Council unanimously approved the appointment of:-

- (a) Provost Montague as Chair of the Civic Hospitality Committee; and
- (b) Deputy Provost Campbell as Vice Chair.

(xii) Appointments of Education Committee Chair and Vice Chair

The Council unanimously approved the appointment of:-

- (a) Councillor Anderson as Chair of the Education Committee; and
- (b) Councillor Pragnell as Vice Chair.

(xiii) Appointment of Emergencies Committee Chair

The Council unanimously approved the appointment of Councillor O'Donnell, as Chair of the Emergencies Committee.

(xiv) Appointment of Joint Consultative Committee (1<sup>st</sup> Tier) Chair

The Council unanimously approved the nomination of Councillor O'Donnell as Chair of the Joint Consultative Committee 1<sup>st</sup> Tier, this being subject to the approval of the Committee at its first meeting in accordance with its Constitution.



## (xv) Appointment of Licensing Committee Chair and Vice Chair

Councillor Wallace, seconded by Councillor McLean, moved that Councillor Edlin be appointed Chair of the Licensing Committee. Councillor Buchanan, seconded by Councillor Lunday, moved as an amendment, that Councillor Convery be appointed Chair.

On the roll being called, Councillors Campbell, Devlin, Edlin, Macdonald, McLean, Morrison and Wallace voted for the motion.

Councillors Bamforth, Buchanan Convery, Ireland, Lunday and Merrick voted for the amendment.

Provost Montague and Councillors Anderson, Cunningham, O'Donnell and Pragnell abstained.

Accordingly, the motion was declared carried and Councillor Edlin appointed Chair of the Licensing Committee.

The Council agreed that consideration of the appointment of Vice Chair of the Committee be continued.

## (xvi) Appointment of Planning Applications Committee Chair and Vice Chair

Councillor O'Donnell, seconded by Councillor Devlin, moved that Councillor Cunningham be appointed Chair of the Planning Applications Committee. Councillor Buchanan, seconded by Councillor Convery, moved as an amendment that Councillor Ireland be appointed Chair of the Planning Applications Committee.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment. Accordingly, the motion was declared carried and Councillor Cunningham appointed Chair of the Planning Applications Committee.

The Council unanimously agreed that Councillor McLean be appointed Vice Chair of the Planning Applications Committee.

## (xvii) Appointment of Planning Local Review Body Chair and Vice Chair

The Council unanimously appointed:-

- (a) Councillor Cunningham as Chair of the Planning Local Review Body; and
- (b) Councillor McLean as Vice Chair.

## (xviii) Appointment of Teaching Staff Appeals Committee Chair and Vice Chair

The Council unanimously appointed:-

- (a) Councillor Anderson as Chair of the Teaching Staff Appeals Committee; and
- (b) Councillor Pragnell as Vice Chair.

## (xix) Appointment of Ordinary Members of Appeals Committee

Under reference to Item (viii) above, the Council agreed that consideration of the appointment of ordinary members of the Appeals Committee be continued.

## (xx) Appointment of Ordinary Members of Audit and Scrutiny Committee

Under reference to Item (ix) above, the Council unanimously approved the appointment of ordinary members to the Audit and Scrutiny Committee as follows:-

Provost Mary Montague  
Councillor Paul Edlin  
Councillor Gordon Wallace  
2 SNP Members (names to be provided to Democratic Services Manager)

## (xxi) Appointment of Ordinary Members of Cabinet (Police &amp; Fire)

Under reference to Item (x) above, the Council unanimously approved the appointment of ordinary members to the Cabinet (Police & Fire) as follows:-

Councillor Danny Devlin  
Councillor David Macdonald  
Councillor Owen O'Donnell  
Councillor Katy Pragnell  
Councillor Gordon Wallace  
1 SNP Member (name to be provided to Democratic Services Manager)

## (xxii) Appointment of Ordinary Members of Civic Hospitality Committee

Under reference to Item (xi) above, the Council unanimously approved the appointment of ordinary members to the Civic Hospitality Committee as follows:-

Councillor Paul Edlin  
1 Labour Party Member (name to be provided to Democratic Services Manager)  
1 SNP Member (name to be provided to Democratic Services Manager)

- (xxiii) Appointment of Ordinary Members of Community Asset Transfer Review Panel

The Council agreed that consideration of the appointment of members of the Community Asset Transfer Review Panel be continued until the membership of other bodies had been determined.

- (xxiv) Appointment of Ordinary Members of Education Committee

Under reference to Item (xii) above, the Council unanimously approved the appointment of ordinary members to the Education Committee as follows:-

Deputy Provost Kate Campbell  
 Councillor Danny Devlin  
 Councillor David Macdonald  
 Councillor Owen O'Donnell  
 Councillor Gordon Wallace  
 2 SNP Members (names to be provided to Democratic Services Manager)

- (xxv) Appointment of Ordinary Members of Emergencies Committee

Under reference to Item (xiii) above, the Council unanimously approved the appointment of ordinary members to the Emergencies Committee as follows:-

Councillor Tony Buchanan  
 Councillor Gordon Wallace

- (xxvi) Appointment of Ordinary Members of Joint Consultative Committee (1<sup>st</sup> Tier)

Under reference to Item (xiv) above, the Council unanimously approved the appointment of ordinary members to the Joint Consultative Committee (1<sup>st</sup> Tier) as follows:-

Provost Mary Montague  
 Councillor Andrew Anderson  
 Councillor Gordon Wallace  
 1 SNP Member (name to be provided to Democratic Services Manager)

- (xxvii) Appointment of Ordinary Members of Licensing Committee

Under reference to Item (xv) above, the Council unanimously approved the appointment of ordinary members to the Licensing Committee as follows:-

Provost Mary Montague  
 Councillor Andrew Morrison  
 1 SNP Member (name to be provided to Democratic Services Manager)

- (xxviii) Appointment of Members of Licensing Board

The Council, having noted that it would be for the Licensing Board to appoint its own Chair and Vice Chair at its first meeting and that the membership of the Board normally aligned with the membership of the Licensing Committee, unanimously approved the appointment of members to the Licensing Board as follows:-

Provost Mary Montague  
Councillor Paul Edlin  
Councillor Andrew Morrison  
1 SNP Member (name to be provided to Democratic Services Manager)  
Vice-Chair of Licensing Committee, when appointed.

- (xxix) Appointment of Ordinary Members of Planning Applications Committee and Planning Local Review Body

Under reference to Items (xvi) and (xvii) above, the Council unanimously approved the appointment of ordinary members to both the Planning Applications Committee and Planning Local Review Body as follows:-

Provost Mary Montague  
Councillor Paul Edlin  
Councillor Andrew Morrison  
2 SNP Members (names to be provided to Democratic Services Manager)

- (xxx) Appointment of Ordinary Members of Teaching Staff Appeals Committee

Under reference to Item (xviii) above, the Council, having heard the Democratic Services Manager confirm that Members of the Teaching Staff Appeals Committee must also be members of the Education Committee, unanimously approved the appointment of ordinary members to the Teaching Staff Appeals Committee as follows:-

Councillor Kate Campbell  
Councillor David Macdonald  
1 SNP Member (name to be provided to Democratic Services Manager).

## **APPOINTMENTS TO EDUCATION APPEALS COMMITTEES**

7. The Council considered a report by the Director of Business Operations and Partnerships seeking approval for the continuation of the current arrangements for Education Appeals Committees and to appoint 4 Chairs to the committee.

Having summarised the remit and status of the committees as independent bodies under the supervision of the Scottish Committee of the Council on Tribunals, the report referred to the requirement to appoint sufficient numbers to allow two or more Appeals Committees to be convened at the same time and related issues. The report confirmed that the Council currently had three Education Appeals Committees, clarifying that the Membership of each one comprised an elected Member as Chair (with the positions of Chair being fixed), one other elected Member, and a third member, appointed from the Local Attendance Council.

Due to difficulties that had been experienced in the past convening appeals committees as a result of Members' other commitments, the Council had decided to extend membership of the committees to all elected Members, this "pooling" approach having made convening meetings less challenging. Furthermore, due to difficulties in convening meetings due to the unavailability of the appointed Chairs, an additional Chair had been appointed. The terms of reference of the committee were specified.

The report proposed the continuation of the current arrangements, highlighting that a number of placing requests had already been received for the new school year starting in August, and therefore the need to convene meetings in June and July, which had not been possible thus far pending the appointment of Chairs and other Elected Members to the Committee following the Elections.

The Council, having heard the Chief Executive, Democratic Services Manager and Provost stress the urgency attached to Chairs being appointed, agreed:-

- (a) to continue with the existing Education Appeals Committee arrangements; and
- (b) unanimously to the appointment of Chairs of the Education Appeals Committees as follows:-

Provost Mary Montague  
Councillor Paul Edlin  
At least 1 SNP Member (name(s) to be provided to Democratic Services Manager).

## **APPOINTMENTS TO OUTSIDE ORGANISATIONS, BOARDS, TRUSTS AND JOINT COMMITTEES**

8. The Council considered a report by the Director of Business Operations and Partnerships seeking appointments to various outside organisations, boards, trusts and joint committees.

### **Adjournment**

During related discussions, the Provost adjourned the meeting for two short periods to allow technical issues regarding the participation of Elected Member attending remotely to be resolved.

On reconvening the Council, having heard the Democratic Services Manager clarify various issues, agreed to the appointments listed as follows:-

- |     |   |  |
|-----|---|--|
| (a) | Association of Public Sector Excellence                       | Councillor David Macdonald                                       |
|     | Auchenback Active Board                                       | Councillor Danny Devlin  |
|     | Barrhead Housing Association                                  | Councillor Danny Devlin  |
|     | Clyde and Loch Lomond Local Plan District Joint Committee     | Councillor David Macdonald<br>Councillor Paul Edlin (substitute) |
|     | Clyde Valley Learning and Development Project Joint Committee | Councillor Andrew Anderson                                       |
|     | East Renfrewshire Area Support Team                           | Councillor Katie Pragnell  |
|     | East Renfrewshire Citizens Advice Bureau                      | See (b) below  |

East Renfrewshire Culture and Leisure Trust Board	Councillor Paul Edlin Councillor Owen O'Donnell Councillor Katie Pragnell 1 SNP Councillor (name to be provided to Democratic Services Manager)
East Renfrewshire Community Planning Partnership Board	Councillor Tony Buchanan Councillor Owen O'Donnell Councillor Gordon Wallace
East Renfrewshire Renewable Energy Fund	See (c) below
Glasgow and Clyde Valley City Deal Cabinet	Councillor Owen O'Donnell
Glasgow City Region Education Committee	Councillor Andrew Anderson
Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee	See (d) below
National Association of Councillors	See (e) below
Renfrewshire Educational Trust	Councillor Andrew Anderson Councillor Katie Pragnell
Renfrewshire Valuation Joint Board	See (f) below
Scotland Excel Joint Committee	Councillor Tony Buchanan
Scottish Councils Committee on Radioactive Substances	Provost Mary Montague
Strathclyde Concessionary Travel Scheme Joint Committee	Councillor David Macdonald Councillor Jim McLean (substitute)
Strathclyde Partnership for Transport/Strathclyde Passenger Transport Authority	See (g) below
Supplier Development Programme Ltd.	Councillor Tony Buchanan
West of Scotland Archaeological Service Joint Committee	Councillor David Macdonald Councillor Jim McLean (substitute)
West of Scotland European Forum	See (h) below
West of Scotland Road Safety Forum	Councillor Katie Pragnell Councillor Kate Campbell (substitute)

## (b) East Renfrewshire Citizens Advice Bureau

Councillor O'Donnell, seconded by Councillor Pragnell, moved that Councillor Devlin be appointed to East Renfrewshire Citizens Advice Bureau. Councillor Merrick, seconded by Councillor Buchanan, moved as an amendment that Councillor Convery be appointed.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment.

Accordingly, the motion was declared carried and Councillor Devlin appointed to East Renfrewshire Citizens Advice Bureau.

## (c) East Renfrewshire Renewable Energy Fund

Councillor Wallace, seconded by Councillor Campbell, proposed that Councillor McLean be appointed to the East Renfrewshire Renewable Energy Fund and that Councillor Morrison be appointed as substitute for Councillor McLean. Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Councillor O'Donnell, Councillor Macdonald and Provost Montague be appointed. Councillor Buchanan, seconded by Councillor Convery, proposed that Councillor Merrick be appointed.

Provost Montague's nomination having been withdrawn prior to a vote being taken, accordingly the Council agreed appointments to East Renfrewshire Renewable Energy Fund as follows:-

Councillor Jim McLean  
Councillor Andrew Morrison (substitute for Councillor McLean)  
Councillor David Macdonald  
Councillor Colm Merrick  
Councillor Owen O'Donnell

## (d) Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee

Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Provost Montague be appointed to the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee. Councillor Wallace, seconded by Councillor McLean, proposed that Councillor Edlin be appointed. Councillor Buchanan, seconded by Councillor Lunday, proposed that Councillor Merrick be appointed.

The Democratic Services Manager confirmed that, as the number of nominations exceeded the number of appointments to be made, each Member could cast up to two votes reflecting the number of appointments to be made.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Montague, Morrison, O'Donnell, Pragnell and Wallace voted for Provost Montague.

Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison and Wallace voted for Councillor Edlin.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday and Merrick voted for Councillor Merrick. Accordingly the Council agreed that Provost Montague and Councillor Edlin be appointed to the Glasgow and Clyde Valley Strategic Development Planning Authority Joint Committee.

(e) National Association of Councillors

Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Provost Montague be appointed to the National Association of Councillors. Councillor Buchanan, seconded by Councillor Merrick, moved as an amendment that Councillor Convery be appointed.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Cunningham, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment.

Accordingly the Council agreed that Provost Montague be appointed to the National Association of Councillors.

(f) Renfrewshire Valuation Joint Board

Councillor Wallace, seconded by Councillor McLean, proposed that Councillor Morrison be appointed to the Renfrewshire Valuation Joint Board. Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Provost Montague and Councillor Macdonald be appointed. Councillor Merrick, seconded by Councillor Buchanan, proposed that Councillor Convery and Councillor Ireland be appointed.

The Democratic Services Manager confirmed that, as the number of nominations exceeded the number of appointments to be made, each Member could cast up to four votes reflecting the number of appointments to be made.

On the roll being called, Provost Montague and Councillors Campbell, Devlin, Edlin Macdonald, McLean Morrison and Wallace voted for Councillor Morrison,

Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for Councillor Macdonald.

Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for Provost Montague.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday and Merrick voted for Councillor Convery.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday and Merrick voted for Councillor Ireland.

Councillor Convery's nomination having subsequently been withdrawn, accordingly the Council agreed appointments to Renfrewshire Valuation Joint Board as follows:-

Provost Mary Montague  
Councillor Annette Ireland  
Councillor David Macdonald  
Councillor Andrew Morrison



## (g) Strathclyde Partnership for Transport/Strathclyde Passenger Transport Authority

Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Councillor Macdonald be appointed to the Strathclyde Partnership for Transport/Strathclyde Passenger Transport Authority with Councillor O'Donnell as substitute. Councillor Buchanan, seconded by Councillor Merrick, moved as an amendment, that Councillor Ireland be appointed. In the absence of an amendment to the appointment of Councillor O'Donnell as substitute this was agreed.

On the roll being called regarding the main appointment, Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment.

Accordingly, the motion was declared carried and the Council agreed appointments to Strathclyde Partnership for Transport/Strathclyde Passenger Transport Authority as follows:-

Councillor David Macdonald  
Councillor Owen O'Donnell (substitute).

## (h) West of Scotland European Forum

Councillor Anderson, seconded by Councillor Pragnell, proposed that Councillor O'Donnell be appointed to the West of Scotland European Forum. Councillor Merrick, seconded by Councillor Convery, moved as an amendment that Councillor Buchanan be appointed.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment.

Accordingly, the motion was declared carried and Councillor O'Donnell appointed to the West of Scotland European Forum.

## **APPOINTMENTS TO COSLA CONVENTION AND BOARDS**

9. The Council considered a report by the Director of Business Operations and Partnerships seeking appointments to the COSLA Convention, taking account of the guidance provided on party balance. It was confirmed that the Council was also entitled to be represented on the Children and Young People, Health and Social Care, Environment and Economy and Community Wellbeing Boards. COSLA would seek nominations from the Council once appointments had been made to the political posts of President, Vice-President and Spokesperson by the Convention on 17 June. It was anticipated that correspondence on this would be received in time for the Board representatives to be considered by the Council at its next meeting in June.

The Council:-

- (a) unanimously agreed to appoint three representatives to the Convention as follows:-  
  
Councillor Tony Buchanan  
Councillor Owen O'Donnell  
Councillor Gordon Wallace; and
- (b) noted that appointments to COSLA Boards would be considered at a future meeting.

### **NOMINATION TO NHS GREATER GLASGOW AND CLYDE BOARD AND MEMBERSHIP OF INTEGRATION JOINT BOARD**

10. The Council considered a report by the Director of Business Operations and Partnerships seeking the nomination of an Elected Member to serve as a Non-Executive Director on the Board of NHS Greater Glasgow and Clyde which would be subject to ratification by Scottish Ministers taking account of guidance on nominations, and the appointment of Members to serve on the East Renfrewshire Integration Joint Board (IJB). Amongst other things, the report clarified how the positions of Chair and Vice Chair of the IJB alternated between the Health Board and the Council.

Councillor O'Donnell, seconded by Councillor Pragnell, proposed that Councillor Macdonald be nominated to serve as a Non-Executive Director on the Board of NHS Greater Glasgow and Clyde. Councillor Buchanan, seconded by Councillor Merrick, proposed as an amendment that Councillor Bamforth be appointed.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the motion.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the amendment.

Accordingly, the motion was declared carried and the Council agreed that Councillor Macdonald be nominated to serve as a Non-Executive Director on the Board of NHS Greater Glasgow and Clyde.

Thereafter Councillor O'Donnell, seconded by Councillor Devlin, proposed that Councillor Pragnell and Councillor Macdonald be appointed to serve on the East Renfrewshire Integration Joint Board. Councillor Wallace, seconded by Councillor McLean, proposed that Councillor Edlin be appointed to serve on the Board. Councillor Buchanan, seconded by Councillor Merrick, proposed that Councillor Buchanan and Councillor Bamforth be appointed to serve on the Board.

The Democratic Services Manager confirmed that, as the number of nominations exceeded the number of appointments to be made, each Member could cast up to four votes reflecting the number of appointments to be made.

On the roll being called, Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for Councillors Pragnell and Macdonald.

Provost Montague and Councillors Campbell, Devlin, Edlin, Macdonald, McLean, Morrison and Wallace voted for Councillor Edlin.

Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for Councillors Bamforth and Buchanan.

Councillor Buchanan's nomination having subsequently been withdrawn, accordingly the Council agreed the appointments to the East Renfrewshire Integration Joint Board as follows:-

Councillor Caroline Bamforth  
Councillor Paul Edlin  
Councillor David Macdonald  
Councillor Katie Pragnell

The Chief Executive referred to the need to determine which of the Council's 4 nominees would be the lead representative on the Integration Joint Board and as such be the person appointed as Chair/Vice Chair in accordance with the Integration Scheme.

Councillor Buchanan, seconded by Councillor Merrick, proposed that Councillor Bamforth be appointed the lead representative on the Integration Joint Board.

Councillor O'Donnell, seconded by Councillor Anderson, moved as an amendment that Councillor Macdonald be appointed the lead representative on the Integration Joint Board.

On the roll being called, Councillors Bamforth, Buchanan, Convery, Ireland, Lunday, and Merrick voted for the motion.

Provost Montague and Councillors Anderson, Campbell, Devlin, Edlin, Macdonald, McLean, Morrison, O'Donnell, Pragnell and Wallace voted for the amendment.

Accordingly, the amendment was declared carried and the Council agreed that Councillor Macdonald be the lead representative on the Integration Joint Board and as such be the person appointed as Chair/Vice Chair in accordance with the Integration Scheme.

PROVOST



**LOCAL GOVERNMENT etc. (SCOTLAND) ACT 1994**  
**ELECTION OF COUNCILLORS**  
**5 MAY 2022**  
**EAST RENFREWSHIRE COUNCIL**  
**REPORT BY LORRAINE MCMILLAN, RETURNING OFFICER**

## APPOINTMENT OF RETURNING OFFICER

On 30 April 2008 the Council appointed Lorraine McMillan, Chief Executive, to be the Returning Officer.

## NOTICE OF ELECTION

In terms of Rule 3 of the Scottish Local Government Election Rules, notice of the election was exhibited at Council Headquarters, Eastwood Park, Rouken Glen Road, Giffnock and Council Offices, Main Street, Barrhead, and on the Council's website.

## LIST OF CANDIDATES

The following list sets out the names and addresses of the persons who remained validly nominated for various electoral wards with the official description given in their nomination paper.

### **Ward No.1 – Barrhead, Neilston and Uplawmoor**

Paul Aitken Address in the East Renfrewshire Council area	Independent
Neil Anderson 4 Newton Avenue, Barrhead	Alba Party for independence
Angela Convery Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Betty Wood Cunningham 61 Crossmill Avenue, Barrhead	Scottish Labour Party
Danny Devlin 2 Lavernside Avenue, Barrhead	Independent
Chris Lunday Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Greg Turner Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Frank Wilson Address in the East Renfrewshire Council area	Scottish Green Party

**Ward No.2 – Newton Mearns North and Neilston**

Tony Buchanan Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Farooq Choudhry Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Adrian Egglestone 5 Warnock Road, Newton Mearns	Scottish Green Party
Carol McKenzie 13 Hillside Road, Neilston	Alba Party for independence
Derek McMillan Address in the East Renfrewshire Council area	Freedom Alliance. Leave Our Children Alone
Andrew Morrison Flat 2/1, 1 Capelrig Gardens, Newton Mearns	Scottish Conservative and Unionist
Owen O'Donnell Address in the East Renfrewshire Council area	Scottish Labour Party
Maria Reid Address in the East Renfrewshire Council area	Scottish Family Party: Pro-Family, Pro-Marriage, Pro-Life

**Ward No.3 – Giffnock and Thornliebank**

George Gebbie 1 Benview Road, Clarkston	Alba Party for independence
Colm Merrick Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Mary Montague 4c Hutcheson Road, Thornliebank	Scottish Labour Party
Alice Roy Address in the East Renfrewshire Council area	Independent
Karen Sharkey Address in the East Renfrewshire Council area	Scottish Green Party
Allan Steele 0/2, 92 Braidholm Road, Giffnock	Independent
Gordon Wallace Address in the East Renfrewshire Council area	Scottish Conservative and Unionist

**Ward No.4 – Clarkston, Netherlee and Williamwood**

Kate Campbell Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Gerald Edwards Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Annette Ireland Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Gordon Keenan Address in the East Renfrewshire Council area	Scottish Green Party
David Macdonald Address in the East Renfrewshire Council area	Independent
David Tam McDonald Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Stewart Miller Flenders Farm, Clarkston	Independent
Katie Victoria Pragnell 9 Stamperland Hill, Clarkston	Labour and Co-operative Party
Daphne Vlastari Address in the East Renfrewshire Council area	Scottish Liberal Democrats
Colette Walker Address in the East Renfrewshire Council area	Independence for Scotland Party

**Ward No.5 – Newton Mearns South and Eaglesham**

Andrew Anderson Address in the East Renfrewshire Council area	Scottish Labour Party
Caroline Bamforth Address in the East Renfrewshire Council area	Scottish National Party (SNP)
Paul Edlin Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Jim McLean Address in the East Renfrewshire Council area	Scottish Conservative and Unionist
Victoria Palmer-Dyer Address in the East Renfrewshire Council area	Scottish Green Party
Luke Reid Address in the East Renfrewshire Council area	Scottish Family Party: Pro-Family, Pro-Marriage, Pro-Life



Amer Siddiqui  
5 Glendoick Place, Newton Mearns

Alba Party for independence

Paul Smith  
Address in the East Renfrewshire Council area

Scottish Conservative and  
Unionist

Mark Niven Turnbull  
Address in the East Renfrewshire Council area

Freedom Alliance. Stop the  
Great Reset

### NOTICE OF POLL

In terms of Rule 20 of the Scottish Local Government Election Rules, the Notice of Poll was exhibited at Council Headquarters, Eastwood Park, Rouken Glen Road, Giffnock, the Council Offices, Main Street, Barrhead, and on the Council's website.

### ENUMERATION PROCEEDINGS

The counting of the votes took place in accordance with the provision of the said Rules and under the supervision of the Returning Officer at The Foundry, Main Street, Barrhead, on Friday 6 May 2022.

The following statement shows the number of valid votes cast, number of rejected ballot papers, and quota for each Ward, together with the number of rejected ballot papers under the prescribed headings:-

#### **Ward No.1 – Barrhead, Liboside and Uplawmoor**

Number of valid votes cast	6,866
Rejected as Void	133
Quota	1,347

#### **Reasons for Rejection**

(a) Want of unique identifying mark	0
(b) On which a number standing alone is not placed so as to indicate a first preference for some candidate	0
(c) On which the figure "1" standing alone indicating a first preference is set opposite the name of more than 1 candidate	113
(d) Writing or mark by which the voter can be identified	0
(e) Unmarked or void for uncertainty	20

**Ward No.2 – Newton Mearns North and Neilston**

Number of valid votes cast	6,106
Rejected as Void	72
Quota	1,509

**Reasons for Rejection**

(a) Want of unique identifying mark	0
(b) On which a number standing alone is not placed so as to indicate a first preference for some candidate	0
(c) On which the figure “1” standing alone indicating a first preference is set opposite the name of more than 1 candidate	56
(d) Writing or mark by which the voter can be identified	0
(e) Unmarked or void for uncertainty	16

**Ward No.3 – Giffnock and Thornliebank**

Number of valid votes cast	7,313
Rejected as Void	80
Quota	1,809

**Reasons for Rejection**

(a) Want of unique identifying mark	0
(b) On which a number standing alone is not placed so as to indicate a first preference for some candidate	1
(c) On which the figure “1” standing alone indicating a first preference is set opposite the name of more than 1 candidate	63
(d) Writing or mark by which the voter can be identified	0
(e) Unmarked or void for uncertainty	16

**Ward No.4 – Clarkston, Netherlee and Williamwood**

Number of valid votes cast	9,977
Rejected as Void	165
Quota	1,963

**Reasons for Rejection**

(a) Want of unique identifying mark	0
(b) On which a number standing alone is not placed so as to indicate a first preference for some candidate	0
(c) On which the figure “1” standing alone indicating a first preference is set opposite the name of more than 1 candidate	147
(d) Writing or mark by which the voter can be identified	1
(e) Unmarked or void for uncertainty	17

**Ward No.5 – Newton Mearns South and Eaglesham**

Number of valid votes cast	9,701
Rejected as Void	139
Quota	1,913

**Reasons for Rejection**

(a) Want of unique identifying mark	0
(b) On which a number standing alone is not placed so as to indicate a first preference for some candidate	1
(c) On which the figure "1" standing alone indicating a first preference is set opposite the name of more than 1 candidate	119
(d) Writing or mark by which the voter can be identified	0
(e) Unmarked or void for uncertainty	19

**DECLARATION OF RESULT**

In accordance with Rule 56 of the said Rules, the Returning Officer, when the result of each poll had been ascertained, forthwith declared the following candidates to be elected as councillors for the undernoted Wards:-

**Ward No.1 – Barrhead, Liboside and Uplawmoor**

Angela Convery	Elected at Stage 1
Betty Wood Cunningham	Elected at Stage 1
Danny Devlin	Elected at Stage 1
Chris Lunday	Elected at Stage 8

**Ward No.2 – Newton Mearns North and Neilston**

Tony Buchanan	Elected at Stage 1
Andrew Morrison	Elected at Stage 1
Owen O'Donnell	Elected at Stage 1

**Ward No.3 – Giffnock and Thornliebank**

Colm Merrick	Elected at Stage 1
Mary Montague	Elected at Stage 5
Gordon Wallace	Elected at Stage 1

**Ward No.4 – Clarkston, Netherlee and Williamwood**

Kate Campbell	Elected at Stage 5
Annette Ireland	Elected at Stage 1
David Macdonald	Elected at Stage 8
Katie Victoria Pragnell	Elected at Stage 8

**Ward No.5 – Newton Mearns South and Eaglesham**

Andrew Anderson	Elected at Stage 2
Caroline Bamforth	Elected at Stage 1
Paul Edlin	Elected at Stage 1
Jim McLean	Elected at Stage 9

**SUBSEQUENT PROCEDURE**

Notice in writing advising them of their election was sent to all councillors by the Returning Officer on 6 May 2022.

Returning Officer

Council Headquarters  
Eastwood Park  
Rouken Glen Road  
Giffnock  
East Renfrewshire  
G46 6UG

**MINUTE**  
**of**  
**LICENSING COMMITTEE**

**Minute of meeting held at 10.00am in the Council Chamber, Council Headquarters, Eastwood Park, Giffnock, on 7 June 2022.**

**Present:**

Councillor Paul Edlin (Chair)  
Councillor Angela Convery

Councillor Andrew Morrison

Councillor Edlin in the Chair

**Attending:**

Jacqui McCusker, Senior Solicitor; Brian Kilpatrick, Civic Government Enforcement Officer; Jennifer Graham, Committee Services Officer; and Liona Allison, Assistant Committee Services Officer.

**Also Attending:**

Sergeant Lisa Campbell, Police Scotland.

**DECLARATIONS OF INTEREST**

11. There were no declarations of interest intimated.

**Resolution to Exclude Press and Public**

At this point in the meeting, on the motion of the Chair, the committee unanimously resolved that in accordance with the provisions of Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the remaining items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 6 and 14 of Part 1 of Schedule 7A to the Act.

**PRIVATE HIRE DRIVER'S LICENCE – APPLICATION FOR RENEWAL**

12. The committee considered a report by the Chief Officer – Legal and Procurement in relation to an application for the renewal of a Private Hire Driver's Licence (Agenda Item 3 refers).

The licence holder was present.

Sergeant Campbell representing the Chief Constable, who had made an objection in respect of the application, was also present.

The report explained that in determining the application it would be for the committee to decide what weight it wished to attach to the objection by the Chief Constable.

Sergeant Campbell was heard in respect of the objection by the Chief Constable and in response to questions from Members.

The licence holder was then heard in respect of the application and in response to questions from Members.

The committee, having taken account of the objection by the Chief Constable, agreed that the application be approved and the licence be renewed for a period of 1 year subject to standard conditions.

### **PRIVATE HIRE DRIVER'S LICENCE – APPLICATION FOR GRANT**

**13.** The committee considered a report by the Chief Officer – Legal and Procurement in relation to an application for the grant of a Private Hire Driver's Licence (Agenda Item 4 refers).

The licence holder was present.

Sergeant Campbell representing the Chief Constable, who had made a representation in respect of the application, was also present.

The report explained that in determining the application it would be for the committee to decide what weight it wished to attach to the representation by the Chief Constable.

Sergeant Campbell was heard in respect of the representation by the Chief Constable and in response to questions from Members.

The applicant was then heard in respect of the application and in response to questions from Members.

Having noted that a trial date had been set for 5 August 2022, the committee agreed to defer consideration of the application to a future meeting to allow a decision on the pending court action to be made.

CHAIR

**MINUTE**  
**of**  
**CABINET**  
**(POLICE & FIRE)**

**Minute of virtual meeting held at 10.00am on 9 June 2022.**

**Present:**

Councillor Katie Pragnell (Chair)	Councillor Caroline Bamforth
Councillor Andrew Anderson (Vice Chair)	Councillor Gordon Wallace
Councillor Owen O'Donnell (Leader)	

Councillor Pragnell in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Louise Pringle, Director of Business Operations and Partnerships; Murray Husband, Head of Digital and Community Safety; Stephen Bell, Community Safety Manager; Sharon McIntyre, Committee Services Officer and Liona Allison, Assistant Committee Services Officer.

**Also Attending:**

Chief Superintendent Mark Sutherland (Divisional Commander), Chief Inspector Jane Taylor (Area Commander), Chief Inspector Greg Robertson - Public Health Coordinator; Michelle Grant, Communities Inspector, Police Scotland; Area Commander David McCarrey and Group Commander Alan Coughtrie, Scottish Fire and Rescue Service.

**Apology:**

Councillor Danny Devlin.

**DECLARATIONS OF INTEREST**

**14.** There were no declarations of interest intimated.

**POLICE SCOTLAND – PERFORMANCE REPORT FOR THE FOURTH QUARTER OF 2021-22**

**15.** The Cabinet considered a report by the Divisional Commander, Police Scotland, providing details of the performance of the police over the fourth quarter of 2021-22. The report also provided statistical information in relation to various categories of crimes and offences committed during the reported period together with comparative statistics for the corresponding period in 2020-21.

Chief Superintendent Sutherland welcomed new members to the Cabinet (Police and Fire) and advised that he looked forward to a successful and meaningful collaboration over the next four years and advised that this was a good forum to share performance and associated context, have open discussions regarding the performance, and work together to improve the outcomes.

He thanked the outgoing Chair Councillor Merrick for his time on the Cabinet (Police and Fire) and wished him all the best.

He noted the impact of the pandemic on the performance indicators. He welcomed feedback on the current reporting style and how this could possibly be reviewed to ensure the Cabinet (Police and Fire) was provided with the required and relevant information.

He then introduced Chief Inspector Jane Taylor (Area Commander) highlighting her skills in community policing and thanked Chief Inspector Alan Gray (former Area Commander) for his time in the role.

He outlined that the report before Elected Members was based on the East Renfrewshire Local Police Plan 2020-23 and focused on the two key priorities. These were noted as crime, reducing crimes of greatest concern and detecting offenders; and protecting vulnerable people, working with partners and the most vulnerable to reduce risk. He advised that an overview to the public health approach to policing would also be provided as part of the presentation of information to Elected Members.

On reviewing the last quarter of 2021/22, he outlined that partnership working continued into winter with a significant reduction in anti-social behaviour and disorder, with some of this also partially linked to the easing of COVID-19 legislation. Acquisitive crime was rising, however it was noted that this was a national trend and was expected to be seen with people not spending as much time at home and as a result of the emerging cost of living crisis. Tackling acquisitive crime remained a priority. It was reported that there had been a reduction in sexual crime, with the public protection restructure resulting in improved detection rates although the police always needed to ensure that victims had the confidence to come forward and approach police. He referenced the good work of the banking protocol and the Herbert protocol within East Renfrewshire.

Chief Inspector Taylor then reported on the performance of the police against the five local policing priorities contained in the East Renfrewshire Policing Plan 2020-23. She outlined the impact of the Omicron variant in the reporting period, advising that police absences were at their lowest level during this period. Operation Tala which was the Police response to COVID-19 was stood down and police officers deployed to this operation returned to their substantive roles. Officers also returned from their deployment on the 26<sup>th</sup> UN Climate Change Conference of the Parties (COP26) in Glasgow.

She advised that the restrictions on large scale indoor and outdoor events were lifted with officers from East Renfrewshire assisting with the policing response across the Greater Glasgow area.

On referring to the report, Chief Inspector Taylor advised that for acquisitive crimes, the number of homes broken into (including attempts) was 74, an increase from the previous year which was 58 incidents although still down 23% on the five year average which was 96 incidents. This increase was potentially due to people returning to work after working from home during the pandemic however work continued across local authority boundaries, capturing forensic opportunities with colleagues to identify perpetrators. Local residents had been notified via social media messaging, through community engagement and leaflet drops.



In relation to public protection, up to and including quarter four sexual crimes had reduced by 6.4% compared to the previous year having fallen from 110 crimes to 103. The associated detection rate for the current year was 48.5% which was up significantly from 32.7% last year and higher than the 5 year average of 46.7%. Whilst the falling number of reported claims and the rising detection rates were welcome, improving on the detection rates for these crimes would always be a priority.

In relation to domestic abuse incidents, in the year to date 532 domestic abuse incidents had been handled. This represented a 6% increase compared to the previous five-year average. The number of domestic abuse incidents with associated crime was 291, slightly higher than the 2020-21 figure of 287. However this was 4% less than the five-year average. Officers continue to support victims of domestic abuse, and were trained to refer and direct potential victims to support services. The police continued to risk assess to protect victim safety working in partnership to ensure appropriate safety planning was in place to protect victim safety and wellbeing. Robust scrutiny was additionally provided by domestic abuse investigation colleagues.

In relation to the detection of drug supply offences, it was advised that a total of 171 drugs related offences had occurred. This was 28% fewer than last year and 43% fewer than the five-year average. Drug supply was down 17% on the five-year average although had increased 25% on the previous year. Offences regarding possession were at 34% last year and the police were ensuring that officers were proactively policing using the legislation available and ensuring that searches were recorded. An updated training programme on the searching of offenders was also being undertaken within East Renfrewshire. In addition, it was reported that the police worked closely with colleagues in the East Renfrewshire Alcohol and Drug Partnership (ADP) and Health and Social Care Partnership across a range of issues signposting vulnerable members of the community to support services and the peer navigator and lived experience work. The ADP also funded and delivered a bespoke mental health training package in conjunction with SAMH for a number of response officers.

In relation to violent crime, 21 incidents of serious assaults had been recorded, 8 less in comparison to the previous year. This was also 23.4% below the five-year average. One crime of attempted murder was recorded during this period, however this was detected.

It was reported that the trend highlighted in quarter two and quarter three had continued in relation to attacks on emergency service workers. There had been 50 emergency worker assaults, up 15 on the previous year, and also an increase of 42.9% on the five year average, which had been reduced by an exceptionally low reporting number in 2018/19. This trend was replicated across Greater Glasgow with 44 offences recorded at the end of quarter three, with a further six added to this total in quarter four. This was the result of four separate incidents where the victims were all police officers and the offences of a relatively minor nature. It was noted that reporting was encouraged and that newly modernised officer safety training was in place. Assaults involved exclusively police officers, with the exception of two incidents where an ambulance technician and a paramedic were assaulted.

Reports of robberies remained low at 5, which was six less than the previous year and the five-year average. The detection rate for this crime was 100%.

In terms of antisocial behaviour and disorder, there were a total of 2,089 reports of antisocial behaviour in 2021/22. This was 1,284 fewer than the previous year, as calls regarding COVID-19 breaches or gatherings decreased. East Renfrewshire's Greater Results in Partnership (GRIP) meetings took place weekly to allow for information sharing and for appropriate action to be taken. Planning had started on summer safety campaigns with the Safer East Renfrewshire plan. Work was ongoing with Scottish Water and the SFRS to maximise expertise and provide safety information while working with British Transport Police to monitor train activity and mitigate issues before they arrived in the community.

There followed a question and answer session in the course of which Chief Superintendent Sutherland and Chief Inspector Taylor responded to a number of questions and provided clarification on a range of operational issues within East Renfrewshire and the crime statistics recorded in the report, These included officer safety, domestic abuse, waterway safety, and anti-social behaviour at the Picketlaw Reservoir, Eaglesham. During this session it was noted that Police Scotland would attend the next meeting of the Eaglesham and Waterfoot Community Council on 14 June 2022.

The terms of the report were noted.

## **POLICE SCOTLAND - PUBLIC HEALTH APPROACH TO POLICING - PRESENTATION**

**16.** The Cabinet considered a presentation by Chief Superintendent Sutherland and Chief Inspector Greg Robertson - Public Health Coordinator, providing an overview of the public health approach to policing.

The presentation outlined the vision of the public health approach to policing through a 'better citizen' approach, and that policing in Greater Glasgow would demonstrate a long-term commitment to strengthen and support partners to collectively improve the health outcomes of the population.

It was explained that there were six key areas of focus within the approach to ensure that policing policy was aligned with existing evidence-based approaches of public health partners. These were noted as; to determine the most effective policing assets to contribute to current strategic priorities; to optimise opportunities to support in circumstances where police officers were uniquely placed; to support partners to deliver a place based approach to healthier living in priority locations; to enhance prevention policing approaches to help address underlying causes of poor health outcomes; and to seek longer term reduction in policing demand and reinvest to increase capacity for early intervention.

The nine strategic objectives were also outlined, these being noted as; to know partners policing needs; consult experts on prevention priorities; raise awareness on public health; support if uniquely placed to do so; use and share data; enhance prevention policing; deeper collaboration with partners; contribute to partner forums; and contribute to reducing poverty.

The priorities of the public health approach to policing detailed a focus on harm reduction from drugs, mental health support, and contributing to reducing poverty.

The measures of success were also outlined. These included, amongst others, public health awareness sessions working with Public Health Scotland; the positive outcomes project and peer mentors who worked with people offending to fund an addition; the development of mental health assessment units; the use of naloxone saving 16 lives during a 6 month test of change, and restructuring of public protection teams.

Following discussion it was agreed that:-

- (a) the public health approach to policing to be added to the agenda for the next meeting to allow further opportunity for Elected Member questions; and
- (b) the presentation be circulated to Elected Members.

## **SCOTTISH FIRE AND RESCUE SERVICE (SFRS) PERFORMANCE REPORT FOR THE FOURTH QUARTER OF 2021-22**

17. The Cabinet considered a report by the Group Commander, Scottish Fire and Rescue Service (SFRS), providing details of the performance of SFRS in East Renfrewshire during the fourth quarter of 2021-22.

Area Commander David McCarrey introduced himself and noted key priorities of the SFRS to be a community connector amongst partners.

Group Commander Coughtrie welcomed working with the Cabinet (Police & Fire) moving forward and advised that as a service SFRS was continuing good progress in implementing their COVID recovery strategy and applying business as usual where possible, whilst maintaining appropriate controls to keep personnel safe and the property and fleet portfolio with maximum resilience to meet the needs of communities.

He outlined that the nine week consultation on the SFRS on the draft Strategic Plan 2022-2025 was live. The draft plan proposed seven outcomes showing how these outcomes deliver against the Fire and Rescue Framework 2022 and the SFRS Long Term Vision. Each outcome also provided a set of statements that described what success would look like when delivered against that outcome. Shaping forward direction, the proposals outlined how SFRS would make a significant contribution to making people's lives in Scotland better and safer.

Group Commander Coughtrie advised that during the reporting period crews and the Community Action Team carried out 25 multi-agency engagement activities across East Renfrewshire, whilst station personnel carried out 63. Operational crews had carried out 142 home fire safety visits, with 96 of these being high-risk visits. 52 Post domestic incident responses had been carried out, with 53 home fire safety visits resulting from the post-domestic incident responses. 158 Smoke detectors had been fitted.

It was further reported that for accidental dwelling fires, there had been an increase in the year on year indicator of 50%. However this was against an extremely low figure of 10 in the same reporting period the previous year with an increase of 5 incidents over the 12 week period. It was pleasing to note an overall reduction of 9% on the three-year indicator. Cooking was again the main contributor, accounting for over 60% of activity. However, it was positive to note that detection was present in 73% of the premises and the detection actuated in 82% of them giving an early warning. This confirmed a continued awareness regarding the importance of the installation and maintenance of fire detection equipment within the home.

To support reduction in this type of activity, the Community Action Team continued to be actively involved in engaging with partners through GRIP meetings, as well as various referral pathways to identify and support the most vulnerable in communities. Operational crews also carried out targeted local initiatives, including leaflet drops to identify the areas where there had been more than one accidental dwelling fire. Early intervention by partnership referral appeared to reduce the occurrence of this type of incident. This emphasised the importance of the continued application of the make the call campaign to partners and public.

In terms of accidental dwelling casualties there had been no increase year on year and a reduction of 71% on the three-year average indicator. He noted in this period East Renfrewshire fire crews gained a minimum of one home fire safety visit following on from each post domestic incident response, the highest attainment rate of this type of activity across Scotland.

In terms of unintentional injury and harm, year on year there had been an increase of 150% in special service casualties, which equated to an additional three casualties. It was noted that this increase was measured against significantly low figures the previous year and despite the increase there was a positive substantial reduction of 17% against the three-year average. During this reporting period, crews attended 4 road traffic collisions which all resulted in minor injuries to the five casualties which were involved.

The Community Action team carried out a total of 25 multi-agency engagement activities across the area during this period with a focus on road safety campaigns, including promoting Road Safety Scotland and Project Edward. This was a campaign which focused on the behaviour of other drivers on the road, including road rage and driver intolerance, and teams were currently engaging with local schools to deliver the Young Driver Initiative, an educational programme focussing on young and new drivers. It was also pleasing to note that in this reporting period, there were no water related incidents or casualties. SFRS had continued to develop and progress actions to reduce the potential for this type of incident by working with our partners in the East Renfrewshire Water Safety Group and by delivering a bespoke programme to local schools.

He reported that there had been a significant reduction in deliberate fire setting of 13% year on year with the three-year average highlighting only a slight increase. The majority of these were secondary fires involving grass and woodland during a period of dry weather in this reporting period. Deliberate fire setting and fire related antisocial behaviour continued to be a challenge for SFRS and data showed that the highest instances of grass, woodland and refuse fires occurred during the school holidays, early evening, weekends, and periods of good weather. Reduction of this type of incident was a key priority, and as such operational crews were actively involved in identifying the highest incident areas and implementing reduction strategies through youth engagement activities and by providing relevant advice to local businesses. These initiatives were supported by enforcement and Community Action teams as well as Police Scotland.

It was reported that there had been a significant reduction in non-domestic fires in relation to the previous reporting period and against the three-year indicator. The two reported incidents were both accidental and firefighter action was only required at one. The damage in the property was minimal with only heat and smoke damage.

Unwanted Fire Alarm Signals (UFAS) continued to increase. The majority of these were in educational facilities with the cause predominantly accidental, deliberate acts or system faults which again highlighted that the majority were avoidable and being caused by either human error or deliberate action. The impact of human behaviour continued to challenge SFRS, and even without direct engagement through crews attending incidents and the phased reduction of appliances through the UFAS strategy, the main contributors were humans failing to follow procedures when testing alarms, deliberately setting off fire alarms and poor housekeeping causing detector heads to become contaminated. UFAS champions had been appointed in each station to monitor activity and highlight this to the enforcement team to allow them to engage at the earliest opportunity and investigate the most appropriate solution, whether it be mechanical, staff training, or replacement of equipment or if deliberate pursue through the appropriate channels.

Area Commander McCarrey then provided an overview on some of the areas outlined in the report, advising that under the heading of unintentional injury and harm the SFRS assisted partner agencies and wished to continue to do so, that deliberate fire setting continued to be an issue across the country, and that education continued in the area of non-domestic fire safety through providing information to businesses. He outlined the benefits of reducing the number of UFAS and provided further information on the strategic plan whilst emphasising the partnership working of the SFRS within East Renfrewshire.

There followed further questions in the course of which Area Commander David McCarrey and Group Commander Coughtrie provided clarification on a range of operational issues within East Renfrewshire and the statistics recorded in the report.

The report was noted.

CHAIR



## MINUTE

of

### PLANNING APPLICATIONS COMMITTEE

**Minute of meeting held at 2.00pm in the Council Chamber, Council Headquarters, Eastwood Park, Giffnock on 15 June 2022.**

#### **Present:**

Councillor Betty Cunningham (Chair)  
Councillor Jim McLean (Vice-Chair)

Provost Mary Montague  
Councillor Andrew Morrison

Councillor Cunningham in the Chair

#### **Attending:**

Julie Nicol, Planning and Building Standards Manager; Alan Pepler, Principal Planner (Development Management); John Drugan, Senior Planner; John Marley, Principal Traffic Officer; Eamonn Daly, Democratic Services Manager; Sharon McIntyre, Committee Services Officer and Liona Allison, Assistant Committee Services Officer.

#### **Apologies:**

Councillors Paul Edlin, Annette Ireland and Chris Lunday.

### **DECLARATIONS OF INTEREST**

18. No declarations of interest were intimated.

### **APPLICATION FOR PLANNING PERMISSION FOR CONSIDERATION BY THE COMMITTEE CONTINUED FROM THE MEETING ON 20 APRIL 2022**

19. Under reference to the Minute of the meeting held on 20 April 2022 (Page 1868, Item 1967 refers), the committee considered a report by the Director of Environment on application 2019/0788/TP for the erection of residential development (comprising 80 dwellinghouses and 10 flats) with associated access roads, landscaping and SUDS, Land at Kirkton Road, Neilston.

Councillor Cunningham advised that a site visit had been held prior to the meeting.

Councillor Morrison noted from the report the noise from the railway affecting 37 houses with levels exceeding the World Health Organisation (WHO) guideline value of 45dB(A) at approximately 60dB(A) at night and that windows were recommended to be kept closed at night, which may cause discomfort given the good insulation provided by new build houses.

Councillor Cunningham advised that she understood the area to very quiet, with the golf club not open late.

Provost Montague asked Councillor Morrison to expand on the source of the noise. Councillor Morrison noted as outlined in the report the issue of noise specifically from the railway line with regards to the WHO guidelines.

In response to Councillor Morrison and Provost Montague, the Principal Planner (Development Management) advised that although the report identified that the railway impacted 37 houses with levels exceeding the World Health Organisation (WHO) guideline value of 45dB(A) at approximately 60dB(A), night time movements were defined as after 11pm and before 6am. He advised that the latest train was at 11:34pm with the next train not until 6:27am in Neilston, as a result there was no consistent noise through the night and no freight trains.

Councillor McLean commented that no detailed information was provided in relation to the electric vehicle charging points. He noted that the adopted Local Development Plan 2 included guidance that all major residential proposals would be required to incorporate electric vehicle charging points or passive provision for charging points within every dwelling with a garage or driveway.

In response to Councillor McLean, the Principal Planner (Development Management) advised that Condition 19 required that the applicant submit a scheme including phasing which required to be approved by the Planning Authority for the installation of EV Charging points within the site as required by the Local Development Plan 2 Policy D11.

Councillor McLean noted that Scottish Water had raised no objection however stated in their response that they were unable to reserve capacity at their water and/or waste water treatment works for the proposed development. He therefore sought clarification that Scottish Water would be able to service the site should it be developed.

In response to Councillor McLean, the Principal Planner (Development Management) advised that this was a standard response from Scottish Water and should there have been capacity issues for the site this would have been clearly expressed by Scottish Water.

Councillor McLean advised of the process of the handling of applications called into the Reporter for the awareness of new committee members. Councillor Cunningham advised of the recommendation as outlined in the report.

The committee agreed that it was disposed to grant planning permission subject to conditions as outlined in the report, following the conclusion of a legal agreement relating to the delivery of affordable housing and payment of development contributions.

CHAIR



**MINUTE**  
**of**  
**CABINET**

**Minute of hybrid meeting held in the Council Chamber, Council Headquarters, Eastwood Park, Giffnock at 9.00am on 16 June 2022.**

**Present:**

Councillor Owen O'Donnell (Leader)  
Councillor Andrew Anderson (\*)

Councillor Katie Pragnell

(\*) indicates remote attendance

Councillor O'Donnell, Leader, in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Louise Pringle, Director of Business Operations and Partnerships; Mark Ratter, Director of Education; Andy Cahill, Director of Environment; Sharon Dick, Head of HR, Corporate Services and Community Services; Murray Husband, Head of Digital and Community Safety; Lesley Bairden, Head of Finance & Resources (CFO), HSCP; Jamie Reid, Strategic Insight and Communities Senior Manager; Graeme Smith, Communications Manager; Lesley Anne Neill, Programme Management Office (PMO) Manager; Morag Brown, Strategic Services Senior Lead; Barbara Clark, Chief Accountant; Robert Spencer, Principal Accountant; Sharon McIntyre, Committee Services Officer and Liona Allison, Assistant Committee Services Officer.

**Apology:**

Councillor Danny Devlin.

**DECLARATIONS OF INTEREST**

20. There were no declarations of interest intimated.

**DIGITAL TRANSFORMATION PROGRAMME - UPDATE**

21. The Cabinet considered a report by the Director of Business Operations and Partnerships providing an update on the achievements of the Digital Transformation Programme during 2021/22 and an overview of Programme plans for 2022/23.

The Director of Business Operations and Partnerships provided background to the report advising that this was the Council's third major programme of transformation and change and was based on the Digital Transformation Strategy 2021-24.

It was advised that over recent years the corporate change capacity had focused on the procurement and implementation of business ICT systems replacing ageing legacy systems across the Council with several of these replacement projects implemented during the challenging background of the pandemic.

The Director of Business Operations and Partnerships advised that the report provided an update on the Digital Transformation Strategy 2021-24 covering the three priority areas of customer experience; business systems and processes; and workforce productivity, particularly through Microsoft 365.

She outlined that the area of customer experience aimed to provide a consistent, efficient customer experience, designed with the user and to make best use of the Scottish Approach to Service Design.

Business systems and processes aimed to optimise new systems to drive out the business benefits and ensure efficient end to end processes, whilst the aim of Workforce Productivity was to increase the productivity and effectiveness of the workforce, enabled by Office 365 capabilities and better use of data. She advised that there were detailed programmes of work in each of these areas which would keep systems in contract, manage upgrades and meet new requirements.

It was outlined that the projects relied on shared resources for example, IT, HR, accountancy and legal, and that there were pressures of business as usual versus projects, which would require to be carefully managed. Project prioritisation was continually reviewed with cross cutting governance boards in place and quarterly review by the Corporate Management Team.

A key focus was to establish quantifiable benefits which would allow for project prioritisation based on budget savings and service improvements for customers; for example through the Council's Modern, Ambitious Programme (MAP) close to £11.8m of the 2018-21 agreed savings arose from efficiencies or as a result of a focus on the Council's 5 capabilities.

Thereafter the Director of Business Operations and Partnerships outlined the progress updates for each of the three priority areas as well as looking forward.

Key projects in the customer experience area were noted as a move from analogue to digital telecare, unified communications, online processes and functionality of portals with real time updates.

Under business systems and processes two key projects for the Health and Social Care Partnership were noted as replacement of the case management system and care at home scheduling system. Other key areas of work included moving to a fully cloud hosted income management system to improve functionality in taking payments from customers and launching the new housing system.

For workforce productivity the focus in 2022-23 would be to drive further business benefits from use of Office 365, replacement of the performance management system and the creation of an information governance delivery group.

In response to a question from Councillor Pragnell on the timescale for the completion of the Programme, the Director advised that the programme would be ongoing for the Council as it continued to progress efficiencies through new technologies to ensure that opportunities were realised through digital, providing improvements and benefits to the Council and users alike.

Councillor Anderson raised the issue of online security in Council processes and sought further information on the Parent Portal. He requested that updates on security were included in future reports.

The Director of Business Operations and Partnerships confirmed that cyber and information security was at the forefront of Council processes with data impact privacy assessments carried out alongside rigorous financial control and compliance to protect the Council and its customers from fraud. She also advised that the Parent Portal would be rolled out shortly and that Parent Pay was only available at present.

The Head of Digital and Community Safety advised that he was responsible for information and cyber security and that the Council had public sector network (PSN) accreditation. This was reviewed annually and was more rigorous than ISO 27001. He noted that the Council required to maintain this accreditation to access central government systems. For payment systems, he explained that the Council had and maintained Payment Card Industry Data Security Standard (PCI DSS) accreditation. In terms of best practice there is an Information Security Officer who undertakes operational security such as following the public sector action plan produced following the WannaCry cyber-attack on the NHS and links into the National Cyber Security Centre (NCSC) and other bodies regarding intelligence and response. He advised that the Council was aware of the constant threat to online security.

Councillor Anderson have noted the facilities that the NCSC could provide to public sector organisations, the Head of Digital and Community Safety advised that the Council received live updates from the NCSC with regard to phishing and ransomware in public bodies, which the Council assessed and responded to as required. He further advised that he would confirm the service provided to the Council by the NCSC to Councillor Anderson. Councillor Anderson sought confirmation on the analogue to digital programme, the Head of Digital and Community Safety outlined a range of analogue services within the Council scheduled to be addressed.

In addition, the Chief Executive explained that at a national level advised that there was a Digital Office for Local Government funded by the 32 local authorities with a Chief Information Security Officer appointed in a national role to ensure a fast response for local authorities to any online security threat. This role also ensured best practise, worked on collective projects and provided guidance. She recognised that local government would always be a target for cyber-crime. However the Council did everything it could to make sure its systems were as robust as possible.

The Cabinet noted the achievements and future plans across the 3 areas of the Digital Transformation Programme: Customer Experience; Business Systems and Processes and Workforce Productivity.

## **LOCAL GOVERNMENT BENCHMARKING FRAMEWORK – 2020-21 PERFORMANCE**

**22.** The Cabinet considered a report by the Chief Executive, which provided an update on the national Local Government Benchmarking Framework (LGBF) and an overview of the Council's performance against the national Local Government Benchmarking Framework (LGBF) indicators for the period of 2020/21. It was noted that the report provided the position at the start of the pandemic.

The Chief Executive introduced the report by providing a background on the LGBF. She advised that the framework was approximately ten years old and prior to this local government had reported to Audit Scotland annually on statutory performance indicators. It had been agreed that if local government developed and monitored a new series of benchmarking indicators, Audit Scotland would focus on these. The Improvement Service had taken this work forward.

The Chief Executive explained that she sat on the Board of the Improvement Service and also had previously sat on the advisory Board for the LBGF to develop the indicators. She advised that originally the focus of the indicators was cost and efficiency related, although they now covered outcome, customer and people indicators.

Referring to the national report, the Chief Executive emphasised it was not a league table providing examples from education and recycling where the Council's strategic aim was to be in the top position for outcomes but for cost indicators aimed to be in the middle to reflect investment and efficiency. She noted the impact of other factors such as levels of deprivation and whether a local authority was urban or rural, and how it was helpful to compare the Council against other local authorities that were similar in make-up when interpreting the statistics. She advised that if an indicator was not performing as expected a review was undertaken to establish if there were performance or data issues. For example, with support costs, the Council found that some costs were being included when they shouldn't have been therefore this was a data issue. Another indicator for culture and leisure was being investigated.

She noted that even with tight budgets, the National report had shown that performance had remained strong across councils although the impact of reduced budgets was beginning to be shown. Following on from the pandemic an exercise would be needed to reset the benchmarks.

The Director of Business Operations and Partnerships then commented on the report advising that it was for the period of 2020/21. Therefore there was a data time lag with COVID-19 impact on the data. She advised that the report provided a summary of performance with further information included within the Annex. It was noted that four new indicators had been included in the 2020/21 data set. These were noted as the percentage of children living in poverty (after housing costs); Gross Value Added (GVA) per capita; claimant count as percentage of working age population; and claimant count as percentage of 16-24 Population. She provided an overview of indicators where the Council was high performing comparatively which included educational attainment, school exclusion rates, child protection re-registration, household recycling, the percentage of Class A roads that should be considered for maintenance, environmental health costs, investment in economic development, minimising delayed discharge from hospitals and residential costs per week for residents aged 65 and over.

It was advised that where costs were over the national average, for example roads maintenance, the Council was investing in services to improve these for residents. Investigations would also be carried out into indicators where the Council was not performing as well comparatively.

Councillor Pragnell enquired what was defined as a positive destination for school leavers, in response to which the Director of Education advised that this was defined as moving onto higher education, further education, employment, training or voluntary work. He advised that the initial leavers' survey carried out by Skills Development Scotland (SDS) at the end of September for that year provided a snapshot although the participation measure was also used for young people over the entire year and gave a better indication of the overall position. The Director of Education advised that he would be happy to discuss further with Councillor Pragnell.

Councillor Anderson referred to unsubstantiated suggestions that dropout rates of East Renfrewshire university students were high in response to which the Director of Education confirmed that the SDS survey carried out in March each year showed that East Renfrewshire school leavers were still in a positive destination at this time.

Councillor O'Donnell welcomed the depth, detail and scrutiny in the report and was also encouraged by the responses received on individual metrics. He further welcomed the high level of educational attainment and full responses from Officers on each of the indicators when queries had arisen.

Responding to a question from Councillor O'Donnell on timescales for the 2022 data, the Director of Business Operations and Partnerships advised that the indicators were reviewed internally throughout the year including financial indicators which were measured through the Chartered Institute of Public Finance and Accountancy (CIPFA). The Strategic Services Senior Lead advised that the next data set would not be available until early next year however fourteen of the LGBF indicators were included in the Council's performance management indicators.

Having welcomed the findings outlined in the report, the Cabinet noted the Council's performance against the LGBF indicators and the intended action being taken by departments to address any performance issues. The Cabinet decided there were no aspects of the Council's performance in need of improvement or further investigation at this time.

## **ALLOCATIONS POLICY EMERGENCY CHANGES**

**23.** The Cabinet considered a report by the Director of Environment, advising of emergency changes required to East Renfrewshire Council's Allocations Policy.

The report explained that the existing Lettings Policy was approved by the Cabinet in June 2018 in preparation for the launch of the Choice Based Lettings service in February 2019. The policy included a lettings target to determine what percentage of empty homes should be allocated to each priority group.

The policy required to be reviewed regularly but due to additional demand placed on the Housing Service as a result of COVID 19 this had not been progressed as quickly as had been hoped. However, a full review was currently underway and a report would be submitted to Cabinet later in 2022 following a consultation process.

The report explained that in March 2020 national lockdown restrictions put in place by the Scottish Government due to the COVID 19 pandemic resulted in significant disruption to all services provided by the Council. For the allocation of council homes in particular this meant homeless households were unable to move on from their temporary accommodation into their new permanent homes from March 2020 until July 2020, and during this time repair work for empty homes was only permitted for emergency homeless accommodation. In addition, social distancing rules reduced the productivity of the workforce once repair work was permitted. This had resulted in a considerable backlog of homeless applicants waiting for housing.

The Director advised that in order to address the backlog, using delegated emergency powers, the percentage of lets to homeless households was increased during 2020/21. However high demand from homeless applicants continued and in order to address and ease the backlog, in April 2022 Councillors Tony Buchanan and Danny Devlin had been consulted on and supported proposals for a six month change to the Lettings Policy. This increased the percentage of new build council homes allocated to homeless households from the existing target of 25% to up to 40% and increased the percentage of existing council homes allocated to homeless households from the existing target of 55% to up to 70%. The changes would be in effect from 5 April until 5 October 2022.

Councillor Pragnell asked why there has been such an increase in demand for housing generally. In reply the Director explained that officers were investigating the reasons for the increases but suggested that the quality of the new council housing becoming available and the establishment of the choice based letting policy was having an impact.

Councillor O'Donnell having welcomed the full review being undertaken, the Cabinet noted:-

- (a) the current demand for Council housing in East Renfrewshire Council, in particular the increase in homelessness;
- (b) the emergency decision to increase the percentage of lets to homeless households from April 2022 until October 2022; and
- (c) the proposal to report back to the Cabinet later in 2022 with a comprehensive review of the Council's Allocation Policy.

### **PLACE BASED INVESTMENT PROGRAMME 2021-22**

**24.** The Cabinet considered a report by the Director of Environment, to provide an update on the progress being made with the Placed Based Investment Programme (PBIP) and advise members on the decision to fund two replacement projects from the 2021/22 grant allocation.

The Director of Environment provided the background to the increased project costs for the Dunterlie Multi-Use Games Area (MUGA) project, with potential contract costs of £450,200 compared with the original estimate of £250,000, with only one tender received. This would have required the Council to fund the additional £200,000 from its own resources. In view of this the Director of Environment decided not to proceed with the project. Enquiries were made of the Scottish Government about alternative uses for the funding and it was established that no new activity could be funded from this round of grant funding for 2021/22. However, any uncommitted funds could be allocated to existing Placed Based Investment Programme projects provided the contracts could be let by 31 March 2022. The Neilston Shop Front Improvement Scheme and Young Enterprise Scotland (YES) premises at Rouken Glen Park Training Centre projects were identified as projects within the existing scheme that could be expanded. He explained that Councillors Tony Buchanan and Caroline Bamforth had been consulted on and supported the change under emergency powers.

Councillors Anderson and O'Donnell thanked the Director of Environment for securing the funding and enhancing these two projects and welcomed the proposal of visiting the Young Enterprise Scotland (YES) premises at Rouken Glen Park Training Centre in due course.

The Cabinet noted the:

- (a) progress made to date on the implementation of the programme to date; and
- (b) decision to approve the substitution of the Dunterlie Multi-Use Games Area (MUGA) project with the projects from Young Enterprise Scotland and the Neilston Shop Front Improvement Scheme as outlined in the report.

### **REGENERATION CPUTAL GRANT FUND 2020-21 – COWAN PARK ENTERPRISE AND COMMUNITY HUB**

**25.** The Cabinet considered a report by the Director of Environment, to inform the Cabinet on the progress of the Cowan Park Enterprise and Community Hub which is funded through the Scottish Government's Regeneration and Capital Grant Fund (RCGF) and Council resources, and subsequent increased costs in relation to project delivery.

The Director of Environment advised that due to external factors outwith the Council's control there had been an increase in contract costs of £228,700. This was due to a combination of factors experienced since the start of the project including a collapsed main sewer requiring rerouting and renewal to main road connection, increases due to COVID such as manpower and material shortages and delays, and increases due to necessary scope enhancements such as end user adjustments to expand toilets and increase disabled car parking.

It was explained that the Economic Development team had been able to secure a further £200,000 in grant funding from the Scottish Government's Regeneration Capital Grant Fund programme to offset this additional cost. The shortfall of £28,700 would be met from existing budgets from within the Environment Department's section of the Council's General Fund Capital for 2022/23 through the use of unallocated provisional sums. He outlined that Councillors Tony Buchanan and Caroline Bamforth had been consulted on and supported the change under emergency powers.

Councillor Pragnell thanked the team for progressing this project given the circumstances and enquired as to the opening date for the project. The Director of Environment advised that he would confirm this date and notify Elected Members.

Councillor Anderson thanked the team and enquired as to whether drop in facilities that would provide young people with a safe learning environment and internet facilities would be considered within the Cowan Park Enterprise and Community Hub. The Director of Environment advised that he would take forward the consideration of this within the project or at the Young Enterprise Scotland (YES) premises at Rouken Glen Park Training Centre.

Councillor O'Donnell thanked the Director of Environment for the resourcefulness employed to ensure the required funding and noted the anticipation of the project from the local community.

The Cabinet noted the:-

- (a) progress of the Cowan Park Enterprise and Community Hub project;
- (b) increased capital work costs and additional funding of £200,000 secured from the Scottish Government; and
- (c) urgent variation to the contract to allow the project to be completed.

CHAIR





**MINUTE**  
**of**  
**EDUCATION COMMITTEE**

**Minute of virtual meeting held at 10.00am on 23 June 2022.**

**Present:**

Councillor Andrew Anderson (Chair)  
Councillor Tony Buchanan  
Councillor Kate Campbell  
Councillor Danny Devlin  
Councillor Colm Merrick

Councillor Owen O'Donnell (Leader)  
Councillor Katie Pragnell (Vice Chair)  
Ms Dorothy Graham  
Mr Des Morris

Councillor Anderson in the Chair

**Attending:**

Mark Ratter, Director of Education; Janice Collins, Head of Education Services (Quality Improvement); Joe McCaig, Head of Education Services (Performance and Provision); Siobhan McColgan, Head of Education Services (Equality and Equity); Tracy Morton, Education Senior Manager (Developing People); Graeme Hay, Education Senior Manager (Leading Business Change); Leanne Knox, Business Support Supervisor; Colin Hutton, Senior Communications Officer; John Burke, Committee Services Officer; and Liona Allison, Assistant Committee Services Officer.

**Apologies:**

Councillor Gordon Wallace, Dr Frank Angell, Mrs Fiona Gilchrist.

**DECLARATIONS OF INTEREST**

26. There were no declarations of interest intimated.

**CUSTOMER EXCELLENCE AWARD**

27. The committee considered a report by the Director of Education advising of the outcome of the most recent Customer Service Excellence assessment of the Education Department.

By way of background, the Customer Service Excellence standard tested in great depth those areas that research had indicated were a priority for customers, with particular focus on delivery, timeliness, information, professionalism and staff attitude. There was also an emphasis placed on developing customer insight, understanding the user's experience and robust measurement of service satisfaction. The previous review of the Education Department had taken place in March 2021 and was carried out on an annual basis.

As a result of the COVID-19 restrictions, the assessor had undertaken the review online and reviewed a wide range of documentary evidence as well as reviewing practice and interviewing staff, partners and customers. The two-stage process of the review was detailed in the report.

The review had concluded that the Customer Service Excellence standard would continue to be awarded to the Education Department. The full assessment report, which recognised the department's continuing commitment to providing excellent services and seeking continuous improvement, was attached as Appendix 1 to the report. It also highlighted 31 areas of 'Compliance Plus', where the Education Department had exceeded the requirements and were viewed as exemplary. This was the same as in the 2021 assessment.

One area for improvement was highlighted, which was a reminder for the assessor to see how much progress had been made in increasing the number of participating students in relation to vocational pathways by the time of the next visit. It was predicted that, with the easing of pandemic restrictions, the uptake of courses would be considerably higher for the following academic year.

Councillor O'Donnell noted the huge amount of work that had been done to maintain standards despite the COVID pandemic. He asked for further information on the data for participation in vocational pathways for the coming year. The Head of Education Services (Quality Improvement) indicated that the Developing the Young Workforce paper would address that point in more detail, however, as of the May 2022, 533 young people had chosen that pathway, which was slightly below pre-COVID figures.

Councillor Pragnell congratulated the department on the excellent progress in the report. She was particularly pleased to note the support for remote learning for those pupils who could not attend school as this would be a very positive development for those children and young people.

Councillor Buchanan remarked on the high standards and quality of responses received during an incredibly difficult time for Council services. He stated that the report was a testament to the hard work which continued within the Education Department year on year, regardless of circumstances. Councillor Buchanan also praised the ethos of schools and the participation of families, noting that this was an independent report and it was pleasing to see others recognising how well the Council delivered.

Councillor Anderson echoed the comments on remote learning made by Councillor Pragnell. He stated that he looked forward to hearing more about how remote learning would continue in East Renfrewshire Schools.

Thereafter, the committee:

- (a) noted the continuing high standard of the award in recognition of the Education Department's high quality services; and
- (b) approved the approach to ensuring the Education Department's sustained commitment to continuous improvement.

## **EARLY LEARNING AND CHILDCARE ANNUAL REPORT**

**28.** The committee considered a report by the Director of Education advising on the approaches taken to develop Early Learning and Childcare (ELC) services. The report outlined the steps taken to improve the quality, flexibility, accessibility and affordability of provision and experiences for young children.

By way of background, the report explained that the Scottish Government had set a transformational agenda for ELC, published in March 2017, including the expansion of entitlement to free ELC provision from 600 to 1140 hours. In September 2017, the Education Committee had approved the Council's expansion plan to achieve the targets set.

In March 2020, the Scottish Government announced that they would remove the statutory duty on education authorities to make 1140 hours of ELC available to each child from August 2020. However, in June 2020, following consultation with officers, the Education Committee approved the department's proposal to continue to progress with plans to deliver 1140 hours of ELC for all eligible 2, 3 and 4 year old children from August 2020, albeit in limited fashion, and this had allowed the provision to be delivered ahead of the official timetable.

Details on the quality ratings provided to ELC establishments by the Care Inspectorate were provided in the report. It was noted that the quality of ELC in East Renfrewshire exceeded the national standard with most settings achieving grades of very good or better in every measure. Information was also provided on private and voluntary ELC providers, where all met and, in some cases, exceeded the national standard.

Data was provided on children achieving key developmental milestones in each of the Scottish Index of Multiple Deprivation (SIMD) areas and it was shown that there had been a reversal in the previous reduction in the gap between the results of those areas from the most affluent. Children being unable to attend nursery during lockdown and nursery closures were cited as potential reasons for this reduction. Additional resources had been targeted in primary schools to support all children and young people who had suffered as a result of learning loss over the lockdown.

In 2021/2022, there had been a reduction in the gap to 17%, although it was attributed to an increase in performance of children living in SIMD 1-3 areas and a small reduction in the performance of those in the 8-10 deciles.

Details were also provided on the quality of the early years workforce. Particular mention was made of Career Long Professional Learning and the use of the "0-6 Pedagogy" online hub developed to provide high quality learning materials to staff in local authority and funded provider settings.

Mention was also made of digital applications which had gone live in January 2022. 1022 applications were received electronically and parents were able to accept or decline their place online. Furthermore, work was ongoing to promote the entitlement of 1140 hours early learning and childcare for all eligible 2 year olds, in partnership with Health Visitors, Social Workers and Family First Workers.

Councillor O'Donnell again noted the excellent progress on early learning and childcare delivery. He asked that, given 1140 hours was a relatively new initiative, when was it expected that this investment would have an impact on children's performance in primary schools. The Head of Education Services (Quality Improvement) stated that, in partnership with colleagues in the West Partnership, the Council was undertaking a joint study to measure the impact of 1140 hours. It was anticipated that progress would be shown when the current cohort of children reached Primary 3. However, it was stressed that the wider benefits to emotional wellbeing, literacy and undertaking study were also important. The Head of Education Services (Quality Improvement) indicated that a report on the study could be brought to a future meeting of the committee for information. It was also hoped that this work would help to close the attainment gap.

Councillor Buchanan stated that he was happy that the Council had pushed ahead with 1140 hours in conjunction with the Scottish Government. He indicated that the pandemic had

created a potentially huge gap in delivery of services and the decision to go ahead and keep to the timeline would stand the test of time. He looked forward to seeing the results the policy would deliver.

Councillor Merrick reminded members that it was only 5 years ago that this policy came to Education Committee and now it had been delivered ahead of schedule. He stated that the policy could be a game changer and echoed Councillor Buchanan's enthusiasm to see the results of this investment in children.

Councillor Campbell thanked the officers for a very extensive and interesting report. She noted particular references to developmental milestones and noted that in data she had seen, East Renfrewshire was behind 6 other local authorities in those milestones. She particularly referred to Aberdeen City having 97% meeting the milestones while East Renfrewshire had 85%, around the Scottish average. She asked if the Council should not be expecting better. In reply, the Head of Education Services (Quality Improvement) pointed out that there was no national measure for developmental milestones and each local authority used their own suite of tools to examine them. Therefore, it was not possible to benchmark the current data on those milestones against other authorities as it was unclear the same sort of data was being compared.

The Director of Education further noted that a paper had been submitted to the Cabinet regarding the Local Government Benchmarking Framework which included the developmental milestones, which were not currently consistently looked at across different councils. He noted that the Scottish Government was undertaking a consultation on the key measures and that East Renfrewshire Council would be participating in that consultation with a view to allowing this sort of benchmarking to take place.

Councillor Anderson observed that the report referred to a tool being created to track children's development and attainment, which would be used in all ELC settings. He expressed hope that this would allow very accurate knowledge to be gathered for future reports in terms of developmental milestones.

Thereafter, the committee agreed to note the report.

## **EDUCATION DEPARTMENT UPDATE ON DEVELOPING THE YOUNG WORKFORCE AND IMPLEMENTATION PLAN 2022-2025**

**29.** The committee considered a report by the Director of Education advising of progress made with Developing the Young Workforce in East Renfrewshire.

Having outlined the background to the production of the local Developing the Young Workforce (DYW) Implementation Plan approved by the Education Committee in August 2015, the report explained that the summary that accompanied the report set out the improvements that had been made within East Renfrewshire across schools, colleges and employers to prepare young people for their working lives with evidence of progress, key achievements and next steps being set out.

The report also drew attention to a number of the key highlights from the progress report including the contribution of vocational education to the achievement and attainment of young people in the senior phase. In particular, the vocational facilities at Barrhead High School were highlighted.

Finally the report explained that to reflect the work that had taken place and areas for further improvement the DYW Implementation Plan had been reviewed and updated. The update reflected the current context and covered a 3 year period. A copy of the updated plan accompanied the report as Appendix 2.

Councillor Pragnell was pleased to note the “no wrong door” approach being taken by the Education Department since she felt many schools placed too high an emphasis on tracking pupils into University education without considering the range of other options that may be better for an individual. Those remarks were fully endorsed by Councillor Campbell.

Councillor Buchanan welcomed the report and all of the work that had gone in to make a fairly straightforward transition to DYW. He remarked that East Renfrewshire had been leading the way in this regard for a number of years and the stage was set for the Council to continue to do so.

Councillor Anderson asked for an update on the number of children entering the Foundation Apprenticeship programme. The Head of Education Services (Quality Improvement) indicated that 55 young people were involved in the scheme at last count and would likely increase in August and September. She indicated that she could bring a further report on this to the Committee in October for members’ information. However, the Director of Education explained that the figures were already included in the Standards and Quality Report which summarised progress on a year by year basis, and so a separate report was not necessary.

Thereafter, the committee:

- (a) noted the Developing the Young Workforce in East Renfrewshire progress report; and
- (b) approved the updated draft implementation plan for 2022-2025.

## **REPORT OF THE IMPACT OF THE NUMERACY AND MATHEMATICS STRATEGY 2018-2021**

**30.** The committee considered a report by the Director of Education on the progress and impact of the Numeracy and Mathematics Strategy across East Renfrewshire ELC settings and schools.

Having explained the background behind the Strategy, following publication of the Scottish Government’s *“Making Maths Count Report: Transporting Scotland into a Maths Positive Nation”* and the conclusions of the Education Department’s Numeracy and Mathematics Review in 2011, the Head of Education Services (Quality Improvement) went on to outline the steps taken to improve further the attainment, achievement and experiences of children and young people in numeracy and mathematics across East Renfrewshire.

It was noted that, working with colleagues in Education Scotland and the Association of Directors of Education Scotland (ADES), a Collaborative Improvement Model had been developed to enable a partnership approach to reviewing progress and impact of the Strategy in terms of learners, staff, parents and wider partners. This enabled a review to take place which would share what worked well and support improvement in identified areas.

The report went on to explain the phased approach taken and overarching theme of the review and the three headings under which the report was structured, going on to highlight the key strengths identified and next steps for further improvement. It was highlighted that East

Renfrewshire was the highest performing local authority in numeracy at P1, P4, P7 and those three groups combined. It was also noted that the senior phase performance was much better than the national average and the Council's virtual comparator.

A refreshed Strategy would be agreed to take forward further improvement in the area of numeracy and mathematics, with a focus on attainment and achievement; learners' experiences; and stakeholders. The report provided further information on the particular areas of improvement being looked at under those headings.

In response to a question from Councillor O'Donnell about the use of Pupil Equity Funding, the Head of Education Services (Quality Improvement) stated that the Education Department was in the process of engaging stakeholders about what they felt would benefit and support them. As a result of that engagement, it was intended to submit a Strategic Equity Plan to the Scottish Government in September. This would be brought to the committee for approval and would take a participatory budgeting approach, meaning a panel of key stakeholders would make the decision on funding. It was hoped that careful tracking would help to identify gaps in learning and support and identify interventions that would have an impact, then measure progress.

Councillor O'Donnell remarked that the Strategic Equity Plan and actions surrounding it were in the future and enquired what was taking place to allocate such funding presently. The Head of Education Services (Quality Improvement) stated that funding was targeted at where it was required to meet the individual needs of students. The Director of Education elaborated on that point, and stated that the Pupil Equity Fund was £1.4 million, which varied in terms of what percentage of a school's budget it represented. He noted there was an expectation that all schools were focussing on raising the bar and closing the gap and taking a holistic approach to delivering.

Councillor Anderson asked about the timeframe for production of the new Numeracy and Mathematics Strategy. The Head of Education Services (Quality Improvement) stated that it was expected early in the new school session. Officers had met with a wide range of headteachers and teachers, pupils and parents and it would come to committee for approval in the coming months.

Thereafter, the committee noted the progress of the delivery of the Numeracy and Mathematics Strategy and the proposed next steps outlined in the report.

## **STANDARD CIRCULAR 6: DRESSING FOR EXCELLENCE – A DEPARTMENTAL POLICY ON SCHOOL UNIFORM**

**31.** The committee considered a report by the Director of Education on the refreshed Dressing for Excellence Policy, attached as appendix 1 to the report, which outlined the approaches to be taken with regard to school uniform, in order to meet the duties and obligations outlined in the Equalities Act 2010, United Nations Convention on the Rights of the Child (UNCRC) and the Child Poverty (Scotland) Act 2017.

The previous policy had been presented to the committee in August 2011, to ensure that the excellence achieved by East Renfrewshire schools in the area of their uniform was used as a valuable tool in creating a climate in schools which advanced the Department's vision of Everyone Attaining, Everyone Achieving, through Excellent Experiences.

The Policy aimed to lend support to schools and parents in setting consistent and high standards for dress codes and promoting a practical and inclusive approach to developing policy on uniform.

It was noted that the Policy was merely guidance for schools on appropriate approaches to introducing and maintaining uniforms. However, each establishment would decide on the format of their chosen uniform, while being aware of their duties to prevent any direct or indirect discrimination against pupils as a result of their gender, race, age, disability, sexual orientation or religion/belief.

Establishments were also to ensure that the uniform could be purchased at a total cost not exceeding that provided within the available School Clothing Grant.

Councillor Pragnell stated that she had been pleased to see the Council setting up uniform recycling schemes in its schools. She raised concerns that some schools had introduced tartan items in recent years and this was driving up the cost of uniforms for some parents. Councillor Campbell endorsed her comments. The Head of Education Services (Equality and Equity) stated that establishments took a partnership approach with parents and stakeholders when figuring out what was wanted in terms of uniform. However, she reiterated that the guidance was clear that the cost of the uniform should not exceed the School Clothing Grant.

Councillor Anderson noted the Cost of the School Day Project and pointed out that the Child Poverty Action Group were authors of a report on this and it may be useful to circulate to all members of the committee. He also asked if East Renfrewshire schools participated in bulk buying of uniform items to get best price for families. The Head of Education Services (Equality and Equity) stated that schools used different approaches, depending on how best the items for the uniform could be sourced. However, she pointed out that some parents had found that buying generic uniform items from supermarkets was often cheaper. Schools would signpost to companies where iron on badges and similar accessories could be sourced to allow generic garments to be used.

Thereafter, the committee noted the updated Dressing for Excellence Policy.

## **FUTURE SPECIALIST ADDITIONAL SUPPORT FOR LEARNING PROVISION FOR CHILDREN OF EAST RENFREWSHIRE COUNCIL**

**32.** The committee considered a report by the Director of Education on a proposal to increase provision for early years and primary children and young people with Additional Support Needs (ASN) across East Renfrewshire.

Having outlined the background to the report, the Head of Education Services (Equality and Equity) noted that, as part of a desktop review, an ASN data gathering and analysis exercise was undertaken to determine the incidence and nature of additional support needs across the school and early learning and childcare population, which indicated there were between 23 and 28% of school-aged children with ASN.

The review had highlighted many strengths of the existing specialist services and provision, however, it also highlighted the increasing number of children and young people accessing those resources and growing pressure as a result. As a result, it was proposed that capacity of specialist provision be increased for children and young people with neurodevelopmental difficulties and Autism Spectrum Disorder. This approach would enable class sizes to be maintained at optimum levels for supporting young people's needs, while providing enhanced learning opportunities. Further details on how this provision would be rolled out in schools was provided in the report.

A consultation would commence on 17 August 2022 until 30 September 2022 to inform the creation of the new services and the documents relating to that consultation were appended to the report.

Councillor O'Donnell expressed surprised at the percentage of children being diagnosed with ASN in East Renfrewshire's schools. He asked if the reputation of East Renfrewshire Council as having good support for ASN children and young people was driving more parents to want to live in the area to access those services. The Head of Education Services (Equality and Equity) indicated that analyses carried out by service providers had found that this was the case, though it wasn't the only factor. She also noted the work of psychologists working with families around ASN and the increased likelihood of early intervention that this provides. Councillor O'Donnell asked for further information on the analysis that was carried out if available.

Thereafter, the committee:

- (a) approved the Director of Education to proceed with a consultation on a proposal to establish further provision for children and young people with Additional Support Needs as soon as practicable; and
- (b) requested that the Director of Education provide a report on the consultation at a specially convened Education Committee on 8 December 2022.

### **CONSULTATION ON THE ESTABLISHMENT OF GAELIC MEDIUM PRIMARY EDUCATION (GMPE) AT THORNLIEBANK PRIMARY SCHOOL FROM AUGUST 2023 AND BEYOND**

**33.** The committee considered a report by the Director of Education seeking approval to undertake a statutory consultation on the proposal to establish Gaelic Medium Primary Education (GMPE) at Thornliebank Primary School from August 2023 and beyond.

The Head of Education Services (Performance and Provision) outlined the background to the report, noting that the Education (Scotland) Act 2016 placed a legislative duty on education authorities to promote and support Gaelic Medium Education (GME) and Gaelic Learner Education (GLE). The Education Department was satisfied that the threshold of requests from families for GMPE in P1 from August 2023 in East Renfrewshire had been met and, subsequently, a full assessment had been carried out and a report submitted to the Committee in February 2022 (page 1769, item 1878 refers).

It was noted that East Renfrewshire's schools had high occupancy rates and there was little scope for introduction of GMPE provision on even a small scale. However, following consideration of multiple factors, it was proposed that future GMPE provision could be located at Thornliebank Primary School, with a catchment area of the Council's boundary area.

The proposed consultation document was appended to the report for members' consideration.

Councillor Pragnell asked if the Education Department was aware of the reason why parents in East Renfrewshire were seeking GMPE. The Head of Education Services (Performance and Provision) stated that there had been small demand in the past, but it had not met the threshold. However, demand had increased. He noted that once the provision was in place, it was likely that more parents would opt for their children to be involved in it. He indicated that it was believed East Renfrewshire had around the national average of Gaelic speakers within the Council area, though there was no documentary evidence of this.

Councillor O'Donnell asked what would happen if the numbers for GMPE dropped below the threshold after provision had commenced and also expressed concerns around the pupil/teacher ratio in such a composite class. The Head of Education Services (Performance and Provision) noted that once provision commenced it would continue all the way through for



the children undertaking it. He stated that the usual trend was that, once in place, the provision became more popular as opposed to less. He also indicated that children from neighbouring local authorities may apply for a place within this provision, with 17 children currently identified. He believed that the class size would be broadly similar to others of the age groups concerned.

Thereafter, the committee:

- (a) approved that the Director of Education proceed with a consultation on a proposal to establish Gaelic Medium Primary Education at Thornliebank Primary School from August 2023 and beyond; and
- (b) requested that the Director of Education provide a report on the consultation at a specially convened Education Committee on 8 December 2022.

CHAIR



**MINUTE**  
**of**  
**AUDIT & SCRUTINY COMMITTEE**

**Minute of virtual meeting held at 2.00pm on 23 June 2022.**

**Present:**

Councillor Andrew Morrison (Chair)  
Councillor Tony Buchanan  
Councillor Paul Edlin

Councillor Annette Ireland  
Provost Mary Montague

Councillor Morrison in the Chair

**Attending:**

Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Louise Pringle, Director of Business Operations and Partnerships; Barbara Clark, Chief Accountant; Michelle Blair, Chief Auditor; Gill Darbyshire, Chief Executive's Business Manager; Morag Brown, Strategic Services Senior Lead; Linda Hutchison, Clerk to the Committee; John Burke, Committee Services Officer; and Liona Allison, Assistant Committee Services Officer.

**Also Attending:**

Louisa Yule, Audit Scotland.

**Apology:**

Councillor Gordon Wallace.

**DECLARATIONS OF INTEREST**

**34.** There were no declarations of interest intimated.

**CHAIR'S REPORT**

**35.** The following matters were raised during the Chair's report:-

Welcome

- (i) Having indicated his intention to continue to submit Chair's reports to meetings, Councillor Morrison welcomed new Elected Members, those who had served on the committee previously and officers attending, who were amongst those who supported the committee, to the first meeting following the recent elections.

Councillor Morrison provided information about his professional background which he considered would be helpful to him in his role as Chair, following which he expressed hope that the outstanding appointments of the Vice Chair and final member of the committee would be resolved at the next Council meeting.

Having paid tribute to the work of both his predecessor, former Councillor Stewart Miller, and former Councillor Barbara Grant who had been a long-standing member and Vice Chair of the committee, Councillor Morrison thanked the Clerk for the support she continued to provide.

He highlighted that the report prepared by the previous committee on its work since 2017 reflected the range of matters it had discussed and progressed, commented on associated challenges, and encouraged all members to participate actively and collaboratively in the committee's work to achieve as much as possible. He also encouraged all members to embrace what the committee was about and therefore approach matters in an apolitical manner; scrutinise issues objectively, independently and in a non-confrontational manner; focus on improvement; and adopt a 'critical friend' approach, in the interests of the Council as a whole.

#### Scrutiny Related Training

- (ii) Councillor Morrison drew attention to the Effective Scrutiny training that was being offered as part of the Councillors' induction programme, encouraging Members to take advantage of this valuable and important opportunity. To complement that, and other scrutiny related training to be offered in the months ahead, he proposed that following the conclusion of the committee's meeting on 11 August, the Chief Auditor and External Auditor provide an overview of their roles, a session to which all Elected Members, not just those serving on the committee, would be invited.

The committee:-

- (a) supported the organisation of the induction session for all Elected Members on the *Roles of Internal and External Audit* immediately after the committee's meeting on 11 August;
- (b) noted that it had recently been confirmed to all Elected Members that training on *Effective Scrutiny* had been scheduled in September, attendance at which was encouraged;
- (c) noted that one further member and the Vice Chair of the committee remained to be appointed by the Council; and
- (d) otherwise, agreed to note the report.

## **UNAUDITED ANNUAL ACCOUNTS 2021/22**

**36.** Under reference to the Minute of the meeting of 7 April 2022 (Page 1857, Item 1952 refers), when the 2021/22 Annual Audit Plan and timetable for the publication of related documents had been noted, the committee considered a report by the Head of Accountancy (Chief Financial Officer) on the unaudited Annual Accounts for 2021/22 which had been submitted for audit to Audit Scotland, and which were attached for consideration in line with the Local Authority Accounts (Scotland) Regulations 2014.

It was reported that the Council's affairs had been managed within its operational budget with Directors again having taken action to avoid non-essential expenditure during 2021/22 to give the Council more flexibility to address the significant financial difficulties and uncertainties in coming years. The only service which had not remained within budget was the Chief Executive's Office (non-support) where the variance was a result of a sharp fall in investment returns due to prevailing economic factors out with the Council's control.

As a result of the approach taken, there had been no need to draw down the £3,750k from reserves as planned, and a contribution of £107k had been made instead to the Non-Earmarked General Fund Reserve, resulting in a balance of £11,777k as at 31 March 2022. This represented 4.4% of the annual budgeted net revenue expenditure, was slightly above the Council's most prudent target of 4%, and would help address the financial challenges facing the Council during 2022/23 and beyond. However, £5,253k of this had already been committed in balancing the 2022/23 budget.

The report clarified that significant COVID-19 expenditure of £16,819k had been incurred during the year of which £6,390k was funded from the COVID reserve set up at the end of 2020/21. Further funding had also been received during the year allowing additional contributions to be made to the reserve resulting in a year-end balance of £14,085k, this being an in year increase of £1,270k

It was confirmed that £36,786,000 of capital expenditure had been invested. There had also been an operating deficit of £354k on the Housing Revenue Account (HRA), which had decreased the accumulated surplus balance to carry forward to £1,876k.

Whilst referring to key aspects of the report, the Chief Accountant confirmed that the Council's affairs had again been managed within its operational budget, and summarised the position on reserves, referring to a list of reserve balances provided within the Annual Accounts. Whilst referring to Capital expenditure, she referred to a high level split of this provided within the report. She confirmed that the deficit balance of £354k in the HRA, was mainly due to increased costs in materials and sub-contractors, along with increased support services to enable staff to work from home.

It was confirmed that the management commentary within the Annual Accounts outlined the key messages on the objectives and strategy of the Council and on financial performance during 2021/2. It also indicated issues and risks which could impact upon the Council's finances in future and on how COVID-19 affected the Council.

Having welcomed the level of Non-Earmarked General Fund Reserves accumulated relative to annual budgeted net revenue expenditure, Councillor Ireland also welcomed the commentary on both the Healthier Minds Service and Family First, congratulating the departments involved in these and commending the assistance they provided to families.

Whilst commenting further, Councillor Ireland sought clarification why recycling rates had reduced compared to previous years and if this was attributable to local issues or more national factors; and also on the length of time regarding which the additional expenditure of £3m per annum on roads would continue. Having referred to the most recent occasion the Council had set a multi-year budget and the successful community engagement undertaken then as part of that process, she asked if a multi-year budget would be set again and, if so, whether or not a similar community engagement event would be organised. Councillor Ireland also asked when a review of the Risk Management Strategy would be undertaken and completed, and when the Climate Change Partnership would be convened.

Councillor Morrison highlighted that comments on multi-year budgeting had been provided in the report to be considered later in the meeting on the Local Government Financial Overview 2020/21.

Regarding recycling rates, the Strategic Services Senior Lead indicated that, like other local authorities, during the pandemic the Council had witnessed a reduction in these as waste had not been separated to the same extent as normal, in addition to which there had been staffing challenges to cope with. She highlighted that only one council had achieved a higher rate than East Renfrewshire, clarifying that performance on this could be amongst performance issues discussed at the forthcoming Council meeting and that work was focussing on achieving pre-COVID recycling rates.

The Chief Accountant confirmed that the additional annual expenditure of £3m on roads had been approved for 5 years up to and including 2023/24, following which she commented on treasury management related matters. In response to Councillor Edlin, she and the Head of Accountancy (Chief Financial Officer) clarified various matters regarding Reserves, including why these had ultimately not needed to be used during 2021/22 as intended, the level of funds added to the Non-Earmarked General Reserve, and that after expenditure of those earmarked for use during 2022/23, the level of Reserves would still remain at a level considered acceptable by Audit Scotland. The Head of Accountancy (Chief Financial Officer) confirmed her intention to recommend that a 3 year budget be set in February 2023 and that advice from the Community Engagement Team would be taken on how best to conduct related community consultation.

The Chief Executive's Business Manager confirmed that the Risk Management Strategy was currently being revised, that consultation with other officers would form part of that work, and that the Corporate Management Team would consider the revised Strategy towards the end of 2022. She confirmed that the next report on the Strategic Risk Register and risk management progress was due to be submitted to the committee in September 2022.

The committee:-

- (a) agreed that the Clerk seek clarification on when the Climate Community Partnership would be convened, for circulation to members of the committee on receipt; and
- (b) otherwise, agreed to note the content of the unaudited Annual Accounts for 2021/22, in respect of which a report on the final Accounts and related documents would be submitted to a future meeting of the committee in due course.

## **CODE OF CORPORATE GOVERNANCE**

**37.** Under reference to the Minute of the meeting of 24 June 2021 (Page 1563, Item 1682 refers), when the Code of Corporate Governance updates and actions for 2021/22 had been approved, the committee considered a report by the Director of Business Operations and Partnerships on progress against improvement actions since then, and seeking approval of a revised Code for 2022/23.

The report reiterated the Council's responsibilities for the conduct of its business, defined what the Code of Corporate Governance was, and explained that the proposed updates took account of guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA) and Society of Local Authority Chief Executives (SOLACE). The report referred to key

requirements with which the Council had to comply and summarised progress on 2021/22 actions, highlighting that three of the six improvement activities listed in the 2021/22 Code had been completed, and that the remaining ones had been carried forward into the 2022/23 plan. It was clarified that the Equality, Fairness and Rights Impact Assessment (EFRIA) had been developed, but a central repository of completed EFRIAs was still in development and expected to go live by the end of 2022; that the Get to Zero Action Plan was still being developed; and that a cross-departmental group on the Information Asset Register was being established to review, prioritise and update data held locally by departments.

The updated Code of Corporate Governance for 2022/23, setting out arrangements which fulfilled the seven governance principles outlined in national guidance, was appended to the report. Self-assessment against nationally prescribed criteria had found the Council to be compliant across all principles.

Having itemised actions to be taken in 2022/23 to further improve compliance with the Code and commented on the Annual Governance Statement to be published in the 2021/22 Annual Report and Accounts, the report concluded that the Council was governed by sound and effective internal management controls, and continued to demonstrate compliance with the requirements of the CIPFA/SOLACE framework *Delivering Good Governance in Local Government*. Progress on planned actions for 2021/22 had been posted on the Council's website, as would the 2022/23 Code, subject to it being approved by the committee.

The Strategic Services Senior Lead highlighted key issues within the report during which she commented on requirements with which the Council had to comply, the extent of compliance against nationally prescribed criteria, how the Code was updated and supporting evidence gathered, and the actions to be taken to further improve compliance with the Code in 2022/23, four of which were new and three of which were carried forward from 2021/22.

In response to a query from Provost Montague, who commended a range of excellent work being progressed and standards being achieved as referred to in various reports being considered by the committee, the Strategic Services Senior Lead confirmed that the Code was reviewed and updated annually then submitted to the committee each year.

Having referred to her membership of the committee during the previous Administration and what had been achieved, Councillor Ireland, supported by Councillor Buchanan who referred to concerns he held linked to transparency, indicated that it would be remiss of her not to mention, in terms of openness and robust internal controls as referred to the Code, that the committee should be chaired by a non-Administration councillor in the interests of being independent of the Executive and accountable to the governing body. They did not think this was the case under the current Chair, expressing the view that he was not independent of the minority Administration, commenting that this should be kept under review, and indicating their intention to write to Audit Scotland regarding this. Councillor Buchanan reiterated remarks he had made at the most recent Council meeting about it being normal local practice for the largest Opposition party to chair the committee.

Provost Montague commented that she was the only member of the Administration who currently served on the committee. Councillor Morrison referred to a democratic vote having been taken at the Council meeting through which he had been appointed Chair. Councillor Edlin referred to the importance of the committee working collectively together for the benefit of all.

Thereafter, the committee:-

- (a) noted progress on the 2021/22 Code of Corporate Governance improvement actions; and
- (b) approved the Code of Corporate Governance updates and actions for 2022/23.

### **CONSULTANCY EXPENDITURE AND RELATED LOG**

**38.** Under reference to the Minute of the meeting of 29 April 2021 (Page 1519, Item 1634 refers), when the committee had noted a report on the log maintained in relation to the appointment of consultants for the 2020/21 financial year, and agreed that further such reports should be submitted to the committee annually after the end of each financial year, the committee considered a report by the Clerk referring to discussions by the committee thus far on such expenditure, and providing feedback on consultancy expenditure for the 2021/22 financial year. A copy of the log was appended to the report, which was also published on the corporate procurement section of the Council's website.

In response to Councillor Morrison, the Clerk reported that confirmation could be sought on whether or not active travel measures referred to in the log would ultimately be paid for by Sustrans. More general discussion took place on requesting that the log be modified slightly to clarify if any costs listed would not ultimately be met by the Council but rather a third party. It was suggested this could be achieved, for example, by adding a further column.

Councillor Ireland requested that clarification also be sought regarding the independent assessment of proposed building costs for Caldwell House. Specifically she asked if this entry in the log related to a live planning application and, if so, if the costs listed should be met by the applicant.

The committee agreed:-

- (a) that the Clerk seek and circulate confirmation on whether or not the active travel measures referred to in the log would ultimately be funded by Sustrans;
- (b) that the Clerk seek and circulate confirmation on whether or not the costs of the independent assessment of proposed building costs in relation to Caldwell House related to a live planning application and, if so, if the applicant, rather than the Council, should ultimately meet the costs;
- (c) for ease of review in future, to request that the consultancy log be modified slightly to clarify if any costs listed would not ultimately be met by the Council but rather a third party; and
- (d) otherwise, to note the report and that the next one on consultancy expenditure would be submitted after the end of the 2022/23 financial year.

### **INTERNAL AUDIT PLAN 2021/22 - IMPLEMENTATION PROGRESS – JANUARY TO MARCH 2022**

**39.** The committee considered a report by the Chief Auditor regarding progress made on the implementation of the 2021/22 Internal Audit Plan from 1 January to 31 March 2022. It was confirmed that eight audit reports in relation to planned 2021/22 audit work had been



completed in Quarter 4, information on which was provided. Details were also provided of audits carried out as part of the 2021/22 plan regarding which satisfactory responses had been received since the last progress report had been submitted.

Reference was also made to the quarterly performance indicators (PIs) for the section, some of which were not being met due to COVID-19 restrictions on audit work that could be carried out and delays in departments responding to audit queries. The report referred to four audits relating to planned 2020/21 audit work which were still in progress, on which it was hoped to issue the reports soon.

Several audits had been deleted from the plan as indicated in Appendix 1 for varying reasons, which it was proposed would be able to be deferred to 2022/23.

The Chief Auditor referred to key aspects of the report, during which she explained that only three reports were now outstanding, two of which were substantially complete and one of which was almost complete. She confirmed that some aspects of the Plan had not been completed due to unforeseen circumstances and a greatly reduced number of audit days available, with audits prioritised which would give as much assurance as possible on the main systems. This would be reported on through the 2021/22 Internal Audit Annual Report to be submitted to the committee following the recess. She highlighted various issues relating to audits, confirming that more detailed feedback was provided in the report on medium and high risk recommendations and low risks ones not accepted by management. The Chief Auditor referred to the main findings of various audits, particularly the ones on Payroll and Council Tax Reductions and Liabilities. Copies of individual audit reports could be made available on request.

The Chief Auditor confirmed that there had been four new requests for assistance dealt with using contingency time. Two related to general contingency matters regarding which the section had been consulted for advice. One related to a theft regarding which further information was provided at the request of Provost Montague. The other related to a potential fraud regarding a COVID grant raised through the whistleblowing hotline on which no further action ultimately needed to be taken. At the request of Councillor Edlin, further clarification on this was provided,

Councillor Ireland requested that a copy of the Housing Repairs audit report be provided.

The committee, having head Councillor Morrison thank the Chief Auditor for the work undertaken by her section in trying circumstances, agreed:-

- (a) that the Internal Audit Report on Housing Repairs be circulated and, otherwise, not to seek any of the reports issued during the quarter at this stage; and
- (b) otherwise, to note the report and related comments made.

## **INTERNAL AUDIT STRATEGIC PLAN 2022/23 to 2026/27**

**40.** The committee considered a report by the Chief Auditor on the Internal Audit Strategic Plan for 2022/23 to 2026/27, which included the proposed Annual Audit Plan for 2022/23. It was clarified that the Internal Audit function operated in accordance with Public Sector Internal Audit Standards (PSIAS).

The report explained that the plan had been prepared following consultation with key partners, referred to risk related issues, and clarified, amongst other things, that new audits added to

the audit universe included IT asset management. Similarly, some audits had been deleted from the universe such as if they were no longer applicable, or had low risk assessments. It was clarified that 20 audit days had been included in the plan for providing an internal audit service to the East Renfrewshire Culture and Leisure Trust, with the scope of audits to be carried out using these days to be agreed with the management of the Trust and members of its Finance, Audit and Risk Committee. Resulting audit reports would be issued directly to the Trust's Chief Executive.

Referring to audit needs compared to resources available, the report explained that over the 5-year period of the plan there was a projected shortfall of 34 audit days, which was considered manageable but would be kept under review. The current staffing levels of the Internal Audit section were considered adequate at the time of writing the report, subject to a vacant post being filled, which had been assumed when calculating the number of audit days available, but would be kept under review.

The Chief Auditor provided further clarification on how the plan was formulated from the audit universe, following which she referred to recent staffing developments, and confirmed there were now two vacancies to be filled moving forward. This was due to a candidate for a vacant post having very recently declined to take up an appointment within the section, and because another officer in the section was moving to a new post. The Chief Auditor highlighted that, on that basis, the proposed plan was already out of date and would require to be refreshed through the submission of an update to a future meeting. Having cited examples of audits removed from the audit universe for various reasons, reference was made to the provision made for contingency within the Plan.

Councillor Morrison drew attention to a useful summary on the first page of the report on the role of Internal Audit which he considered could be of particular interest to new Members.

The committee:-

- (a) agreed to approve the Internal Audit Strategic Plan 2022/23 to 2026/27 for implementation to the extent it was possible to do so in view of resources available in the Internal Audit section; and
- (b) noted that a revised Plan, taking account of the recent staffing developments, would be submitted to the next meeting.

## **NATIONAL EXTERNAL AUDIT REPORT – LOCAL GOVERNMENT FINANCIAL OVERVIEW 2020/21**

41. The committee considered a report by the Clerk on the publication by Audit Scotland of a report entitled *Local Government in Scotland: Financial Overview 2020/21*, which had been circulated to all Audit and Scrutiny Committee members. It was noted that, pending confirmation of the committee's specialisation arrangements for dealing with such reports, Councillor Morrison was leading the review of this report. The Head of Accountancy (Chief Financial Officer) had been asked to provide comments and a copy of her feedback was attached to the report.

Reference was made to the Council's income in 2020/21, including the position on resources to address COVID-19, an increase in ring fencing and the longer term reduction in resources available in real terms. Other matters referred to included Council Tax collection and related issues, the impact of COVID-19 on income streams, Grant Aided Expenditure, and the reduced flexibility councils had as a result of the increased commitment of funding to national policy initiatives.

Regarding the Council's financial position, topics commented on included the funding gap of just over 6% faced by the Council in 2020/21, savings achieved, and the accumulation and use of reserves. The position on capital expenditure and related issues was summarised as was the position on debt, the Council's long-term financial plan, the submission of the draft Annual Accounts to External Audit by 30 June 2020, and the related unqualified audit certificate received.

Having summarised the position on the Council's financial outlook, the report concluded that whilst East Renfrewshire was not specifically mentioned in the national external audit report, the matters raised within it were almost all relevant to the Council and that it was clear that it would continue to face substantial and increasing financial challenges in future.

Referring to Paragraph 29 of the comments provided by the Head of Accountancy (Chief Financial Officer), Councillor Morrison highlighted that following the outcome of the Scottish Government's Resource Spending Review published on 31 May 2022, it would be possible for the Council to resume its preferred 3 year budget setting approach from 2023/24 onwards.

The committee agreed to note the report.

#### **INTEGRATION JOINT BOARD PERFORMANCE AND AUDIT COMMITTEE – INVITATION TO CO-OPT MEMBER OF AUDIT AND SCRUTINY COMMITTEE**

**42.** The committee considered a report seeking the nomination of a member of the committee to serve as a co-optee on the Performance and Audit Committee of the Integration Joint Board and the nomination of a substitute.

Having heard Provost Montague indicate she would be happy to nominate Councillor Morrison as the main appointee, given his professional background and his role as Chair of the Audit and Scrutiny Committee, in the absence of any other member indicating an interest in the appointments at this stage, Councillor Morrison proposed that the item be continued until the full membership of the committee was determined and pending some discussion on the way forward on the committee's specialisation arrangements.

The committee agreed that the nomination of a member of the committee to serve as a co-opted member of the East Renfrewshire Integration Joint Board (IJB) Performance and Audit Committee, and the nomination of a substitute, be continued.

#### **AUDIT AND SCRUTINY COMMITTEE WORK PLAN, OUTCOME OF SELF-EVALUATION AND RELATED ISSUES**

**43.** Under reference to the Minute of the meeting of 7 April 2022 (Page 1860, Item 1954 refers), when the committee had approved a list of observations and recommendations arising from a self-evaluation it had just completed to pass to the new committee for consideration, the committee considered a report by the Clerk, commenting on the operation of the committee, its Work Plans and related issues; referring to the recent self-evaluation; and seeking views on the observations and recommendations arising from that review.

The report provided background information on the committee, including a range of more recent developments which included the development of scrutiny training for Members, the preparation and distribution of a Guide to Scrutiny and Review, a copy of which was attached to the report, and the formulation of annual Work Plans for the committee since 2019/20. Further matters commented on included the schedule of forthcoming meetings regarding which

it was proposed that a special meeting be convened on 26 October to enable the Annual Accounts and related reports to be considered; the committee's terms of reference; and routine matters considered by the committee both annually and otherwise.

Whilst making reference to the way in which external audit, internal audit and inspection reports were dealt with, and related specialisation arrangements that had been in place, amongst other things, the committee was asked to consider specialisation responsibilities resting with individual members of the committee, rather than pairs, to help ensure no dubiety existed about who was responsible for leading a review of reports or providing feedback, and to consider if they wished to invite appropriate senior officers to attend more of its meetings, at least more than before, to answer questions on external audit issues etc. when local feedback was considered.

Having commented on the arrangements in place to enable called in Cabinet decisions to be considered, the report referred to the committee's most recent self-evaluation and the related outcomes, inviting the committee to consider if any of the observations and recommendations made were not supported to allow various matters to be taken forward.

Reference was made to the committee's Work Plans and related issues, in respect of which a draft Work Plan for 2022/23 was proposed for consideration to the extent it had been developed thus far. It was explained that, in due course, with a view to a report being prepared and submitted to a future meeting, the Clerk would invite members of the committee to start to consider their views on potential topics they may wish to examine in-depth or otherwise.

Having heard the Clerk highlight keys aspects of the report, Councillor Morrison drew Members' attention to Paragraph 31 of the report which set out the areas of specialisation to be considered and asked them to start to contemplate which areas they may have particular expertise, knowledge or interest in to allow feedback on this to be provided to the Clerk.

The committee agreed:-

- (a) in principle, regarding the committee's specialisation arrangements for dealing with external audit, internal audit and inspection reports, that specialisation responsibilities should rest with individual members of the committee, rather than pairs, regarding which the Clerk would consult further with members on which remits they would be interested in pursuing with a view to submitting more specific proposals to a future meeting;
- (b) further to (a) above, to endorse all of the remaining observations and approve all of the remaining recommendations arising from the self-evaluation as specified in Appendix B to the report which would now be implemented as appropriate;
- (c) that a special meeting of the committee be convened at 2.00pm on Wednesday, 26 October 2022 to allow the 2021/22 Annual Accounts and draft Annual Audit Report and related documents to be considered prior to their submission to the full Council later that day;
- (d) to approve the committee's 2022/23 Annual Work Plan, to the extent it had been developed thus far;
- (e) that the development of the 2022/23 Work Plan continue, with an update submitted to a future meeting;

- (f) to note further to (d) and (e) above, that members of the committee would be invited, in due course, to consider issues on which they might wish the committee to progress work and provide related feedback to the Clerk with a view to proposals being considered at a future meeting;
- (g) to note that progress made delivering the 2022/23 Work Plan would be reviewed and reported on in due course; and
- (h) otherwise, to note the report.

CHAIR

