

# **INVERCLYDE COUNCIL**

**Minutes of Meetings of the Inverclyde Council,  
Committees, Sub-Committees and Boards to be submitted  
to the Meeting of The Inverclyde Council on**

**Thursday 1 December 2022**

**POLICY & RESOURCES COMMITTEE – 20 SEPTEMBER 2022**

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**Policy & Resources Committee**

**Tuesday 20 September 2022 at 3pm**

**Present:** Councillors Brennan (for McGuire), Curley, Daisley (for Armstrong), Law, McCabe, McCormick, McCluskey, McVey, Moran, Robertson and Wilson.

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Interim Director Finance & Corporate Governance, Interim Director Environment & Regeneration, Corporate Director Education, Communities & Organisational Development, Head of Legal & Democratic Services, Head of Organisational Development, Policy & Communications, Service Manager Community Learning and Development, Community Safety and Resilience & Sport, Mr C MacDonald, Ms D Sweeney, Mr P MacDonald and Mr M Hughes (Legal & Democratic Services), Service Manager Corporate Policy, Performance and Partnerships, Revenues and Benefits Manager, ICT & Customer Service Manager and Service Manager Communications, Tourism and Health & Safety.

This meeting was held at the Municipal Buildings, Greenock with Councillors Daisley and McCormick attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

**405 Apologies, Substitutions and Declarations of Interest**

**405**

Apologies for absence were intimated on behalf of Councillor Armstrong, with Councillor Daisley substituting, and Councillor McGuire, with Councillor Brennan substituting.

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 10 (Progress and Development for Anti-Poverty Interventions 2021-23) – Councillor Robertson

Agenda Item 12 (Warm Hand of Friendship) – Councillor Robertson

Agenda Item 16 (Meliora Events, Community Fund and Platinum Jubilee) – Councillor Robertson

**406 2022/23 Policy & Resources Committee and General Fund Revenue Budget Update as at 31 July, 2022**

**406**

There was submitted a report by the Interim Director Finance & Corporate Governance, Corporate Director Education, Communities & Organisational Development and the Chief Executive advising the Committee of (1) the 2021/22 Policy & Resources Revenue Budget final out turn, (2) the 2022/23 Committee Revenue Budget projected position at 31 July 2022, (3) the overall General Fund Revenue Budget projection after the first cycle of 2022/23 Budget reports, and (4) the position of the General Fund Reserve.

**Decided:**

(1) that the final out turn for 2021/22 and the current projected overspend for 2022/23 of £2,796,000 as at 31 July 2022 within the Committee's Budget be noted;

(2) that it be noted that the Interim Director Finance & Corporate Governance and

**POLICY & RESOURCES COMMITTEE – 20 SEPTEMBER 2022**

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Heads of Service will review areas where non-essential spend can be reduced in order to bring the corporate service element of the budget back on track;

(3) that the projected 2022/23 surplus of £18,040 for the Common Good Budget be noted;

(4) that the following be noted, (a) the projected overspend of £2,940,000 for the General Fund; and (b) that action will need to be taken as part of the 2023/26 Revenue Budget to bring the unallocated Reserves back to the minimum recommend level of £4.0million to address the underlying budget shortfall; and

(5) that (a) it be agreed to allocated £278,000 from the Covid Recovery Contingency to increase the sum paid to Inverclyde Leisure in 2022/23 due to the significant increase in utility costs; and (b) it be noted that this matter will form part of the review of Inverclyde Leisure funding due to be considered as part of the 2023/26 Budget.

**407 Policy & Resources Capital Budget and 2022/25 Capital Programme**

**407**

There was submitted a report by the Interim Director Finance & Corporate Governance providing the latest position of the Policy & Resources Capital Programme budget and the 2022/25 Capital Programme.

**Decided:**

(1) that the current position of the 2022/25 Policy & Resources Capital Budget be noted;

(2) that the current position of the 2022/25 Capital Programme be noted; and

(3) that the ongoing pressure being experienced with regards to the cost/availability of materials and the impact this continues to have on the delivery of the 2022/25 Capital Programme be noted.

**408 Finance Services Update**

**408**

There was submitted a report by the Interim Director Finance & Corporate Governance providing an update on the progress on a number of matters within the Finance Service and seeking a decision regarding the permanent transfer of part of the Accountancy team to the HSCP.

**Decided:**

(1) that the strong performance by the Debt Recovery Team and Debt Recovery Partner over the last 12 months, and the progress in respect of other initiatives delivered by the Revenues & Benefits team, be noted;

(2) that the latest position in respect of the migration to the Cloud/Office 365 be noted; and

(3) that (a) the transfer of the employees which support the HSCP from Finance to Social Care be approved, and (b) the virement as detailed in paragraph 5.2 of the report be approved.

**409 Corporate Policy and Performance Update Report**

**409**

There was submitted a report by the Corporate Director Education, Communities and Organisational Development providing the Committee with an update on a number of performance and policy matters relating to (1) developments in relation to the Council's Strategic Planning and Performance Management Framework, (2) national developments relating to Best Value, (3) self-evaluation within Inverclyde Council, and (4) the results from the Citizens' Panel Winter 2021/22 Survey.

**Decided:** that the latest update in relation to Corporate Policy and Performance be noted.

## POLICY &amp; RESOURCES COMMITTEE – 20 SEPTEMBER 2022

**410 2023/26 Budget Update**

410

There was submitted a report by the Interim Director Finance & Corporate Governance providing an update on the latest position of the 2023/26 Budget and seeking decisions regarding (1) initial savings; (2) the Council's role within the IJB Budget setting process; and (3) the next steps including the approach to voluntary severance trawls.

**Decided:**

- (1) that the following be noted (a) the latest position of the 2023/26 Budget; (b) the savings options developed by the Corporate Management Team as detailed in appendix 2 of the report; and (c) those savings recommended to be considered as part of the December savings exercise;
- (2) that it be agreed that having considered the potential impact of the savings options, the Members Budget Working Group meet with local MSPs and the MP to highlight the unavoidable impacts on local services unless there is a significant increase in grant funding announced by the Scottish Government as part of the 2023/26 Local Government Grant Settlement in December;
- (3) that the savings, as detailed in appendix 3 of the report, which will count towards the £4.0million target to be addressed prior to the Christmas Break, be approved;
- (4) that (a) the proposed approach for determining the Council contribution to the IJB from 2023/24 onwards be approved; and (b) it be noted that Members will be able to provide input into the IJB Budget process as detailed in paragraphs 3.12 to 3.15 of the report; and
- (5) that authority be delegated to the Chief Executive to undertaken Voluntary Early Release (VER) trawls as required to inform the delivery of savings ultimately approved and note the potential need for an increase in the VER Earmarked Reserve.

**411 2023/26 Budget Consultation**

411

There was submitted a report by the Head of Organisational Development, Policy and Communications proposing a suggested approach to a budget consultation in order to support the current year budget setting process expected to cover the periods 2023 to 2026.

**Decided:** that the approach and timing of the budget consultation as detailed in the report be agreed.

**412 People and Organisational Development Strategy 2020-2023 Action Plan 2022/23**

412

There was submitted a report by the Head of Organisational Development, Policy and Communications seeking agreement on the key actions and initiatives being progressed for 2022/23 to support the Council's People and Organisational Development Strategy 2020-2023.

The Head of Organisational Development, Policy and Communications provided a verbal update, advising the Committee that officers had undertaken an investigation into the extent to which HR policies which apply to Council employees could also be considered for Elected Members and that the findings of this work had been reported to Elected Members during their induction in May and June 2022.

**Decided:**

- (1) that the key actions and initiatives for 2022/23 as detailed in appendix 1 of the report be agreed; and
- (2) that the intention to redirect resources, as detailed in paragraph 5.7 of the report, which will support the Council to manage the workforce implications required to address

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budget savings and also to support employees through the next period of significant change be noted.

**413 NRS Mid-2021 Population Estimates, Scotland and Census 2022 413**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an overview of (1) the latest mid-2021 population estimates published by the National Records of Scotland; and (2) the 2022 National Census and the work undertaken locally to maximise the response rate.

**Decided:**

- (1) that the latest official mid-year population estimates which show a further decrease in the population of Inverclyde, predominately due to natural change, be noted; and
- (2) that it be noted that officers will raise concerns around the local response rate to the 2022 Census with the National Records of Scotland due to the potential impact on the Council's future government funding.

**414 Progress and Development for Anti-Poverty Interventions 2021-2023 414**

There was submitted a report by the Corporate Director Education, Communities and Organisational Development advising of the progress and development of the initiatives that are being funded from the £1.08million Anti-Poverty Budget, including additional Scottish Government policy initiatives for Holiday Meal Payments and Child Payment Bridging Payments.

Councillor Robertson declared a connection as a member of the Board of Financial Fitness. She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision making process and she was declaring for transparency.

The Corporate Director Education, Communities and Organisational Development provided a verbal update, advising the Committee that the Emergency Powers, as detailed in in paragraph 4.13 of the report, were not used as the planned strike action of 6, 7 and 8 September 2022 did not proceed.

**Decided:**

- (1) that the continued progress of the anti-poverty initiatives as detailed in the report be noted;
- (2) that it be noted that officers are identifying any potential underspends and will report on this and plans for utilisation linked to cost of living pressures to the next meeting of the Committee;
- (3) that the successful distribution of funding in relation to the Winter Support Fund be noted;
- (4) that the use of emergency powers to authorise the initial payment of free school meals to entitled school pupils following notification of the planned strike action of 6, 7 and 8 September 2022 be noted; and
- (5) that it be agreed that should there be strike action that payments will be made to school pupils who are entitled to free school meals for the days that they are not in school.

**415 Progress Report on Participatory Budgeting in Inverclyde 415**

There was submitted a report by the Corporate Director Education, Communities and Organisational Development providing an update on the progress the Council is making in relation to participatory budgeting (PB) and its progress in achieving the framework

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agreement of 1% of its budget being subject to PB each year.

**Decided:**

- (1) that the Council's progress in achieving the 1% framework agreement in 2021/22 be noted; and
- (2) that it be noted officers will continue to look for opportunities to use PB to support its decision making in 2022/23.

**416 Warm Hand of Friendship**

**416**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development identifying the additional activities that will be launched during Anti-Poverty Week (3-9 October 2022) to support the Inverclyde Community with the cost of living over winter 2022/23, in particular in relation to keeping warm and extending the "Warm Hand of Friendship".

Councillor Robertson declared a connection as a Trustee of the Inverclyde Community Fund. She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision making process and she was declaring for transparency.

**Decided:**

- (1) that (a) the contents of the report be noted; and (b) it be agreed to allocate £100,000 to CVS to administer a small grants scheme made available to voluntary sectors who wish to offer warm spaces through additional activities this winter, funded from the unallocated balance in the Anti-Poverty earmarked reserve; and
- (2) that authority be delegated to the Corporate Director Education, Communities & Organisational Development to work with CVS to develop and deliver the grant scheme with an update on progress being included in a report to the next meeting of the Committee.

**417 Community Council Update**

**417**

There was submitted a report by the Head of Legal and Democratic Services (1) providing an update on the actions and proposed actions of officers in relation to Community Councils, having regard to the impact on them of the Covid-19 pandemic, and (2) seeking approval of the application of a transitional period in relation to requirements for the holding of meetings and membership numbers.

Councillor Cassidy was present as a Member with a specific interest in the item as the Community Council Champion and, with the consent of the Convenor, participated in the debate.

**Decided:**

- (1) that the update and proposals as detailed in the report be noted;
- (2) that approval be given to the application of a transitional period in relation to requirements of the Scheme of Establishment of Community Councils as detailed in paragraph 4.5 of the report, and that until the next regular Community Council elections in 2023; and
- (3) that it be remitted to the Head of Legal and Democratic Services to bring a report to a special meeting of the Inverclyde Council recommending commencement of a formal review of the Council's Scheme of Establishment of Community Councils.

**418 Co-operative Councils Innovation Network**

**418**

There was submitted a report by the Head of Legal and Democratic Services providing a recommendation as to whether or not the Council should join the Co-operative Councils'

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Innovation Network, further to the report considered by the Committee on 9 August 2022.

**Decided:**

- (1) that it be agreed to join the Co-operative Council's Innovation Network for an initial trial period of 3 years, to be funded from the Project Capacity Earmarked Reserve; and
- (2) that it be remitted to officers to bring back annual reports to the Committee highlighting the benefits which have arisen during the initial membership period.

**419 Pakistan Floods Appeal – Request by Councillor McCabe on behalf of the Disasters Emergency Committee 419**

There was submitted a report by the Interim Director Finance and Corporate Governance advising of a request received from the Disasters Emergency Committee (DEC) in relation to the Pakistan Floods appeal and seeking a decision as to whether or not to make a donation to the appeal.

**Decided:** that it be agreed to make a payment of £20,000 towards the Disasters Emergency Committee Pakistan Floods appeal from the General Fund Reserve in order to support DEC activities in the UK.

**420 Meliora Events, Community Fund and Platinum Jubilee 420**

There was submitted a report by the Corporate Director Education, Communities and Organisational Development outlining a range of activity delivered as part of the 'Meliora Festival' to support community Covid recovery particularly over the 'festival' period in May and June 2022.

Councillor Robertson declared a connection as a member of the Board of the Greenock Arts Guild Ltd. She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision making process and she was declaring for transparency.

**Decided:** that the contents of the report and the success of the range of community events funded by the Council's Covid recovery funding and delivered by the Council and a range of partners including Inverclyde Leisure, The Beacon Arts Centre, local community groups and organisations be noted.

**421 Annual Update on the Regulation of Investigatory Powers (Scotland) Act 2000 421**

There was submitted a report by the Head of Legal & Democratic Services providing an update on the use of surveillance powers by the Council under the Regulation of Investigatory Power (Scotland) Act 2000 (RIPSA) and to advise that it is expected that the next inspection of the Council's use of these powers will be carried out in 2023 by the Investigatory Powers Commissioner's Office (IPCO).

**Decided:**

- (1) that the contents of the report be noted;
- (2) that the previous Council RIPSA authorisations that were carried out in 2020 and 2021 be noted; and
- (3) that the work being taken forward by officers to prepare for the next IPCO inspection be noted.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 6, 8 and 9 of Part**

**I of Schedule 7(A) of the Act.****422 Waste Collection Contracts Update****422**

There was submitted a report by the Interim Director Environment & Regeneration providing an update with regards to the Council's waste disposal contract.

**Decided:** Following consideration, the Committee agreed to the actions recommended, all as detailed in the Appendix.

## LOCAL POLICE & FIRE SCRUTINY PANEL – 21 SEPTEMBER 2022

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### Local Police & Fire Scrutiny Panel

#### Wednesday 21 September 2022 at 10am

**Present:** Councillors Brennan, Clocherty, Crowther, Daisley, Law, McKenzie, Moran, Quinn, Reynolds and Wilson.

**Chair:** Councillor Wilson presided.

**In attendance:** Corporate Director Education, Communities & Organisational Development, Head of Culture, Communities and Educational Resources, Service Manager Community Learning & Development, Community Safety & Resilience and Sport, Ms R Dillon (Public Protection), Ms A Sinclair for (Head of Legal & Democratic Services), Ms L Carrick and Mr C MacDonald (Legal & Democratic Services) and Service Manager Communications, Tourism and Health & Safety.

**In attendance also:** Superintendent P O'Callaghan and Chief Inspector P Cameron (Police Scotland) and Group Commander M Henderson and Station Commander C McGhee (Scottish Fire and Rescue Service).

The meeting was held at the Municipal Buildings, Greenock with Councillors Brennan Crowther and Daisley attending remotely.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

Prior to the commencement of business, the Convener wished Group Commander Henderson well on his forthcoming retirement.

#### **423 Apologies, Substitutions and Declarations of Interest 423**

An apology for absence was intimated on behalf of Councillor McGuire with Councillor Jackson substituting.

No declarations of interest were intimated.

#### **424 Police Scotland Performance Report 424**

There was submitted a report on the performance and activities of Police Scotland during the reporting period 1 April 2022 to 30 June 2022. During the course of discussion on this item, Chief Inspector Cameron referred to an increase in fire-raising crimes. He added that advice is being issued to all householders regarding the dangers of leaving combustible items in common close areas. He emphasised the importance of working in partnership with the Scottish Fire and Rescue Service and housing providers to ensure safety advice is being provided to householders. There followed discussion on the bulk uplift fee charged to remove such items. Councillor Wilson asked Council officers to provide an update to the next panel in regard to the possibility of the fee being waived if there was a risk of fire. Thanks were expressed by Councillor Clocherty to both Police Scotland and the Scottish Fire & Rescue Service on the work carried out by officers in response to Operation Tell, the Police response to fire-raising incidents in Inverclyde and he asked the representatives of both services to extend the Panels appreciation to their colleagues. Chief Inspector Cameron updated Members on the

**LOCAL POLICE & FIRE SCRUTINY PANEL – 21 SEPTEMBER 2022**

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progress of the Naloxone programme. He further added that all Police Officers in Inverclyde are being trained and issued with Naloxone kits.

**Decided:**

- (1) that the information contained in the report be noted; and
- (2) that it be remitted to Council officers to provide an update report to the next meeting of the Panel on the possibility of the bulk uplift fee being waived.

**425 Scottish Fire and Rescue Service Performance Report 425**

There was submitted a report on the performance and activities of the Scottish Fire & Rescue Service during the reporting period 1 April 2022 to 30 June 2022.

**Decided:** that the information contained in the report be noted.

**426 Local Police and Fire Scrutiny Panel Update Report 426**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on current and emerging issues relating to Police Scotland and Scottish Fire & Rescue Services.

**Decided:** that the current and emerging issues relating to Police and Fire & Rescue matters be noted.



**GENERAL PURPOSES BOARD – 21 SEPTEMBER 2022**

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consultation to include taxi/private hire operators and members of the public on a draft policy to determine the levels of support and record any concerns relative to adopting such a policy, and

(3) that Officers be instructed to provide a further report to the Board at the culmination of the said consultation.

**429 Licensing of Short-Term Lets/Consideration of Draft STL Policy Statement**

**429**

There was submitted a report by the Head of Legal & Democratic Services to update Members on the outcome of the public consultation exercise in relation to the licensing of Short-Term Lets (STLs) in Inverclyde and to request that the Board considers the responses received to the consultation and to approve the draft STL policy statement to be adopted with effect from 1 October 2022.

Miss Sinclair advised Members on the new licensing regime for Short-Term Lets and provided a summary of the policy whilst highlighting important sections for consideration. Following discussions, Councillor Moran moved to accept the recommendations as outlined in the report, as an amendment Councillor Wilson moved to continue the consideration to a further meeting and request that a representative from Fire and Rescue, Police and Public Protection Officers, as consultees attend the meeting.

Following a roll call vote, 3 Members voted for the motion (Councillors Brennan, Curley and Moran) and 8 Members for the amendment (Councillors Cassidy, Crowther, Daisley, McCluskey, McKenzie, Quinn, Robertson and Wilson) which was declared carried.

**Decided:** that consideration be continued to a further meeting to be held prior to 1 October 2022.

**430 Licensed Vehicle Tinted Windows**

**430**

There was submitted a report by the Head of Service – Roads & Transportation, requesting Members to note the terms of the report regarding a recent request from the taxi trade for an amendment to the Licensed Vehicle Inspection manual which was approved and adopted by the Board on 11 September 2013 in relation to the specification required in Section K(i) of the manual regarding the level of light required through tinted windscreen and other windows in licensed public and private hire vehicles. There followed discussions between Members and Officers, Councillor Moran moved to agree all recommendations as stated in the report which was unanimously agreed.

**Decided:**

(1) that the terms of the report be noted;

(2) that the Head of Legal & Democratic Services be authorised to consult with Police Scotland, the taxi trade and the public, if appropriate, to determine the level of support for relaxing the standards set out in Section K(i) of the Council's Licensed Vehicle Inspection manual and determine what alternative standard should apply, and

(3) that Officers be instructed to provide a further report to the Board at the culmination of the said consultation.

**It was agreed in terms of Sections 50(A)(4) of the Local Government (Scotland) Act 1973 as amended that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7(A) of the Act.**

**431 Application for Renewal of a Taxi Driver's Licence**

**431**

**GENERAL PURPOSES BOARD – 21 SEPTEMBER 2022**

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There was submitted a report by the Head of Legal & Democratic Services on an application for the renewal of a Taxi Driver's Licence which was granted, all as detailed in the Appendix.

**432 Application for Renewal of a Taxi Driver's Licence****432**

There was submitted a report by the Head of Legal & Democratic Services on an application for the renewal of a Taxi Driver's Licence which was continued, all as detailed in the Appendix.

**433 Application for Grant of a Taxi Driver's Licence****433**

There was submitted a report by the Head of Legal & Democratic Services on an application for the grant of a Taxi Driver's Licence which was granted, all as detailed in the Appendix.

**THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022**

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**The Inverclyde Council**

**Thursday 22 September 2022 at 4pm**

**Present:** Provost McKenzie, Councillors Armstrong, Brennan, Brooks, Cassidy, Clocherty, Crowther, Curley, Daisley, Jackson, Law, McCabe, McCluskey, McCormick, McGuire, McVey, Moran, Nelson, Quinn, Reynolds, Robertson and Wilson.

**Chair:** Provost McKenzie presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Interim Director Finance & Corporate Governance, Interim Director Environment & Regeneration, Chief Officer, Inverclyde Health & Social Care Partnership, Head of Legal & Democratic Services, Ms D Sweeney, Ms L Carrick and Ms K MacVey (Legal & Democratic Services), Head of Organisational Development, Policy & Communications, and Service Manager Communications, Tourism and Health & Safety.

The meeting was held at the Municipal Buildings, Greenock with Councillors Crowther, Curley, McGuire and Nelson attending by video-conference.

**434 Apologies and Declarations of Interest 434**

No apologies for absence or declarations of interest were intimated.

**435 Her Majesty Queen Elizabeth II – Request by Provost McKenzie 435**

There was submitted a report by the Head of Legal and Democratic Services advising of a request received from Councillor Provost McKenzie in the following terms:  
“On behalf of everyone at Inverclyde Council and the entire Inverclyde community, the Council offers its deepest condolences to the Royal Family, on the news of the sad passing of Queen Elizabeth II.

Throughout her exceptional reign, Queen Elizabeth II was a symbol of strength, compassion and commitment.

We will remember with affection and appreciation, her lifetime of service and we join with people across the country, the Commonwealth and beyond, to mourn the loss of such a deeply respected and inspirational monarch.”

**Decided:**

- (1) that the request by Provost McKenzie as set out above be agreed; and
- (2) that the Provost’s thanks to all officers who assisted with arrangements after the death of Her Majesty Queen Elizabeth II and to the Leader of the Council be recorded.

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The Inverclyde Council, Committees, Sub-Committees and Boards**

**436 Inverclyde Council – 30 June 2022 436**

**Approved** on the motion of Provost McKenzie.

**437 General Purposes Board – 20 July 2022 437**

**Approved** on the motion of Councillor Moran.

**THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022**

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<b>438</b>	<b>Human Resources Appeals Board – 29 July 2022</b>	<b>438</b>
	<b>Approved</b> on the motion of Councillor Brennan.	
<b>439</b>	<b>Planning Board – 3 August 2022</b>	<b>439</b>
	<b>Approved</b> on the motion of Councillor McVey.	
<b>440</b>	<b>Local Review Body – 3 August 2022</b>	<b>440</b>
	<b>Approved</b> on the motion of Councillor McVey.	
<b>441</b>	<b>Policy &amp; Resources Committee – 9 August 2022</b>	<b>441</b>
	<b>Approved</b> on the motion of Councillor McCabe.	
<b>442</b>	<b>Social Work &amp; Social Care Scrutiny Panel – 18 August 2022</b>	<b>442</b>
	<b>Approved</b> on the motion of Councillor Jackson.	
<b>443</b>	<b>Policy and Resources Executive Sub-Committee – 23 August 2022</b>	<b>443</b>
	<b>Approved</b> on the motion of Councillor McCabe.	
<b>444</b>	<b>Environment &amp; Regeneration Committee – 25 August 2022</b>	<b>444</b>
	<b>Approved</b> on the motion of Councillor McCormick. Councillor McCormick referred to Page 226, minute reference 379 – Port Glasgow Lower Quarter - and clarified that the decision noted includes the quadrant of land between Huntly Terrace and the Church, limited by Huntly Place.	
<b>445</b>	<b>Education and Communities Committee – 30 August 2022</b>	<b>445</b>
	<b>Approved</b> on the motion of Councillor Clocherty.	
<b>446</b>	<b>Planning Board – 7 September 2022</b>	<b>446</b>
	<b>Approved</b> on the motion of Councillor Curley.	
<b>447</b>	<b>Local Review Body – 7 September 2022</b>	<b>447</b>
	<b>Approved</b> on the motion of Councillor McVey.	
<b>448</b>	<b>Future Delivery of Council Meetings</b>	<b>448</b>
	There was submitted a report by the Head of Legal & Democratic Services providing the Council with proposals for the future delivery of formal Council and Committee meetings. Following discussion, Councillor Wilson seconded by Councillor Brooks moved that the recommendations detailed in the report be agreed with the exception that for meetings of quasi-judicial Boards Elected Members must be present in person, save where	

## THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022

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required by law and subject to the other elements of the Council's decision on this report.

As an amendment, Councillor Brennan seconded by Councillor McCabe moved the recommendations detailed in the report.

Following a roll call vote, 3 Members, Councillors Brooks, Nelson and Wilson voted for the motion, and 19 Members, Provost McKenzie, Councillors Armstrong, Brennan, Cassidy, Clocherty, Crowther, Curley, Daisley, Jackson, Law, McCabe, McCluskey, McCormick, McGuire, McVey, Moran, Quinn, Reynolds, and Robertson voted for the amendment which was declared carried.

### **Decided:**

- (1) that that meetings of the Council, Committees, Scrutiny Panels, Sub-Committees and quasi-judicial Boards are all held on a hybrid basis moving forward, in accordance with the previously approved Remote and Hybrid Meeting Protocols, the exception to this being as agreed by the Council at its meeting on 23 September 2021;
- (2) that public attendance be facilitated by permitting physical attendance at the same time continuing with the existing arrangements for live streaming of meetings onto YouTube, or such substitute medium at the Council might subsequently use;
- (3) that, as under the current arrangements, given their particular nature, the Council continues to adopt the position that it does not live stream its quasi-judicial boards, save where required by law;
- (4) that press access to Council meetings continues as it does currently, namely they have the option of attending in person or by being invited to the WebEx/Teams meeting;
- (5) that authority be delegated to the Chief Executive, in consultation with the Strategic Leadership Forum, to decide whether any Council meetings should instead be held on a fully in person or fully remote basis, where it is considered appropriate, for example for public health reasons;
- (6) that authority be delegated to the Head of Legal & Democratic Services in consultation with the Chair of the General Purposes Board to determine the manner in which a hearing is held in respect of civic licensing matters, in terms of the Coronavirus (Recovery and Reform)(Scotland) Act 2022;
- (7) that the move to Microsoft Teams be noted, and that Council/committee meetings will still use WebEx for the time being, but that these will also, in due course, move over to Microsoft Teams; and
- (8) that authority be delegated to the Head of Legal & Democratic services to update the previously approved Remote and Hybrid Meetings Protocols and replace references to WebEx with Microsoft Teams, and any other consequential changes from the move to Microsoft Teams.

### **449 Flag Flying Protocol**

449

There was submitted a report by the Head of Legal & Democratic Services seeking Council approval for a proposed Flag Flying Protocol, a copy of which was appended to the report.

Following discussion, Councillor Brennan seconded by Councillor Clocherty moved the recommendations detailed in the report subject to the deletion of the provision in the Flag Flying Protocol that the Council fly the Union Flag on 24 May for Empire Day, with there being no entry in respect of that day.

As an amendment, Councillor Wilson seconded by Councillor Brooks moved that the Commonwealth Flag replaces the Union Flag as the flag to be flown on 24 May for Empire Day.

On a roll call vote, 3 Members, Councillors Brooks, McCabe and Wilson voted for the amendment, and 19 Members, Provost McKenzie, Councillors Armstrong, Brennan,

## THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022

Cassidy, Clocherty, Crowther, Curley, Daisley, Jackson, Law, McCluskey, McCormick, McGuire, McVey, Moran, Nelson, Quinn, Reynolds and Robertson voted for the motion which was declared carried.

**Decided:**

- (1) that the Flag Flying Protocol appended to the report be approved, subject to the deletion of the provision in the Flag Flying Protocol that the Council fly the Union Flag on 24 May for Empire Day, with there being no entry in respect of that day.
- (2) that authority be delegated to the Chief Executive to update the Flag Flying Protocol with the date of the Official Celebration of the birthday of His Majesty the King once known;
- (3) that the Council continues to fly the Ukrainian flag from Greenock Municipal Buildings, other than on occasions when the Flag Flying Protocol decrees another flag is to be flown, with it being delegated to the Chief Executive to keep this under review, in consultation with the Provost and the Leader of the Council, including to review the matter in 6 months' time; and
- (4) that officers consult with Ward 5 Councillors and Community Councils and report back to a future Council meeting regarding a possible alternative location for the Gourrock Municipal Buildings flag pole.

### 450 The Cost of Living Emergency – Notice of Motion by Councillor McGuire

450

There was submitted a report by the Head of Legal & Democratic Services advising of the receipt of a Notice of Motion received from Councillor McGuire, countersigned by Councillor Clocherty, submitted in terms of Standing Order 22, in the following terms:

“Inverclyde Council recognises there is a cost of living emergency.

Council notes that the cost of living has increased markedly over the past year driven by the increase in the wholesale cost of oil and gas, the increase in demand following the public health emergency, market failure in the energy market and the ongoing impacts of Brexit and the war in Ukraine.

We have seen record highs and increases in the everyday essentials our constituents need. Inflation has hit a 40 year high of 10.1%; grocery prices have increased 8.8% since July; energy prices increased 54% in April - the price cap has just been increased from £1,971 to £3,549 (in October); fuel prices have increased, on average 36.5p per litre year-on-year; wages are, in real terms, 3% lower. People in Inverclyde have never had such pressure on their day-day living costs.

Inverclyde already had some of the worst poverty rates in Scotland before the current crisis began. This has never been okay but we are now facing the worst financial crisis for individuals in over 40 years. Action is needed now. Without action, people will starve or freeze to death.

The cost of living crisis is not only impacting on local households, it is also impacting significantly on the Council directly, Inverclyde Leisure, local businesses, third sector organisations and community groups.

Council notes that while the UK and Scottish Governments, and the Council itself, have been taking measures to address the impact of the cost of living more needs to be done. With the Council facing around £15m of cuts over the next two years our capacity to support the local community is extremely limited. The Council calls upon Scottish Government to ensure a real terms increase in their funding to enable the provision of lifeline community services.

Nevertheless Council instructs officers to bring forward proposals to the Policy and Resources Committee and other relevant committees as a matter of urgency on what more the Council and the Health and Social Care Partnership can do to support our community through this crisis including looking at having a ‘cost of living hubs’ on their

**THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022**

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websites and promote this on the Inverclyde Council and HSCP websites. Further the Council requests that the Leaders/Spokesperson of each political group agree to write jointly to the new Prime Minister and the First Minister to highlight our concerns and to ask both Governments to take immediate and decisive action to ease the cost of living impact on the Inverclyde community including reviewing the local government settlement and energy price cap.”

**Decided:**

- (1) that the Notice of Motion by Councillor McGuire as set out above be agreed;
- (2) that it be remitted to officers to bring forward proposals to the Policy and Resources Committee and other relevant committees as a matter of urgency on what more the Council and the Health and Social Care Partnership can do to support our community through this crisis including looking at having a ‘cost of living hubs’ on their websites and promote this on the Inverclyde Council and HSCP websites; and
- (3) that the Leaders/Spokesperson of each political group agree to write jointly to the new Prime Minister and the First Minister to highlight concerns and to ask both Governments to take immediate and decisive action to ease the cost of living impact on the Inverclyde community including reviewing the local government settlement and energy price cap.

**451 Wemyss Bay Station – Request by Councillor Cassidy**

**451**

There was submitted a report by the Head of Legal and Democratic Services advising of a request received from Councillor Cassidy in the following terms:

“Wemyss Bay station named one of the most beautiful in the world

The Council is asked to:

- (1) Welcome the news that Wemyss Bay Railway Station has been named one of the most beautiful train stations in the world, by the House & Garden List.
- (2) Notes that the station claimed 34<sup>th</sup> place out of 37 stations recognised for their architecture, that it was the only station in Scotland to feature on the list, where it was listed alongside internationally famous stations such as Amsterdam Central, New York Grand Central Station, and Kings Cross.
- (3) Understand that the Edwardian Grade A Listed building was designed by James Miller and opened in 1865 with it being completely rebuilt in 1903 by Caledonia Railway to accommodate the growing number of travellers, that between 2014 – 2016 a major refurbishment was carried out by Network Rail and Inverclyde Council to ensure it continued use into the future.
- (4) Further note that this award recognises the hard work that volunteer group Friends of Wemyss Bay Station and ScotRail station staff put into keeping the building maintained and recognises that this significant achievement will only help to increase tourism to Inverclyde by putting the area onto the world stage.”

**Decided:** that the Council agrees Councillor Cassidy’s request.

**452 Treasury Management – Annual Report 2021/22 – Remit from the Policy & Resources Committee**

**452**

There was submitted a report by the Head of Legal & Democratic Services on a remit from the Policy & Resources Committee of 9 August 2022 relative to the operation of the treasury function and its activities for 2021/22 as required under the terms of the Treasury Management Practice 6 (TMP6) on ‘Reporting Requirements and Management Information Arrangements’.

**Decided:** that the operation of the treasury function and its activities for 2021/22 as required under the terms of the Treasury Management Practice 6 (TMP6) on ‘Reporting

Requirements and Management Information Arrangements' be approved.

453

### Enhanced Naloxone Action – Notice of Motion by Councillor Daisley

453

There was submitted a report by the Head of Legal & Democratic Services advising of the receipt of a Notice of Motion by Councillor Daisley, countersigned by Councillor Reynolds, submitted in terms of Standing Order 22, in the following terms as amended at the meeting:

#### **“Enhanced Naloxone Action Background Information:**

With reference to the Social Work & Social Care Scrutiny Panel on 18/08/22, Agenda item 6, (Alcohol and Drug Partnership – Naloxone Project Phase 2), a number of actions were agreed around the distribution of Take Home Naloxone kits (THN) in Inverclyde.

The recently published final report from the National Drug Death Taskforce states:

*“The evidence is clear that wider distribution and training in how and when to administer Naloxone saves lives. Expanding the distribution of Naloxone would increase its coverage, meaning it is more likely to be available in the event of an opioid overdose. Expansion would also spread awareness of harm-reduction advice through Take Home Naloxone (THN) programmes. Pathways could help guide people into appropriate treatment and support. Mainstreaming the availability of Naloxone would help to reduce harmful stigma around problematic substance use and ensure it is seen in parity with other health conditions.”*

The Social Work & Social Care Scrutiny Panel approved the report that was brought forward, and in doing so agreed with the proposals that:

1. Naloxone training is to be made available to HSCP and Inverclyde Council staff. Attendance would be on a voluntary basis. On completing the training every participant will be offered a Naloxone kit for use in emergencies only (i.e. not for distribution). Staff would have the choice whether they would take a Naloxone kit or not.
2. The training is evaluated and feedback from this will help Inverclyde ADP to develop this programme further.
3. Naloxone to be included in all HSCP and customer facing Council Services first aid kits. This is in recognition that, along with other critical public sector services, HSCP and Council staff also have a critical role in ensuring staff are equipped to provide an appropriate response to anyone experiencing a near fatal overdose in or in the vicinity of a Council or HSCP building.

Uptake numbers from the last 3 years are as below:

Target 2019/20	Actual kits Supplied 2019/20	Target 2020/21	Actual Kits Supplied 2020/21	Target 2021/22	Actual kits Supplied to date in 2021/22
210	145 69%	580	147 25%	580	74 12%

Our kit uptake target for 2021/22 was not achieved, and we remain one of the worst local authorities in Scotland for drug deaths.

Motion:

1. Council agrees that positive movements in Naloxone uptake are underway.
2. Council takes the official position that we must actively encourage and support the uptake of Naloxone training and rollout in Inverclyde.
3. Council agrees the following actions
  - a. Our staff and trade union partners are consulted on whether Naloxone training should become mandatory for relevant HSCP staff (being those staff identified by the

## THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022

Chief Officer HSCP) rather than voluntary, with all Inverclyde Council staff offered training on a voluntary basis. Training and support will also be targeted at local businesses, including licensed premises and taxi firms.

b. The carrying of Take Home Naloxone (THN) kit remains voluntary, although strongly encouraged as a culture within Inverclyde Council.

c. That Naloxone training is made available to all elected members on a voluntary basis. As leaders in our communities, it is vital that elected members lead by example, and this will support Council officers to highlight to third party organisations and the overall community, the strategic significance of these lifesaving kits, and support the aim of reducing stigma around problematic substance abuse.

d. That the Council writes to the Chair of the Integration Joint Board, seeking confirmation that regular reports on THN kit uptake are provided in IJB performance reporting with annual reporting from the Alcohol & Drug Partnership on uptake also going to the Alliance Board and Social Work & Social Care Scrutiny Panel for noting, with the ultimate aim to be the agreed annual target of 580 being significantly exceeded by year end, through a successful period of engagement, training and supplying of THN kits to relevant individuals, families and 3rd sector organisations.”

The Council agreed to suspend Standing Orders in order to consider the Motion, given the terms of the decision on the Social Work & Social Care Scrutiny Panel on 18 August 2022.

The meeting adjourned at 5.50pm and reconvened at 5.55pm.

### **Decided:**

(1) that the Notice of Motion by Councillor Daisley as amended at the meeting and set out above be agreed with the insertion of the words “in the future” in sub-paragraph 3a of the Motion after the words “should become mandatory”;

(2) that (a) it be remitted to officers to consult with staff and trade union partners on whether Naloxone training should become mandatory in the future for relevant HSCP staff, being those staff identified by the Chief Officer HSCP, rather than voluntary, (b) all Inverclyde Council staff are to be offered training on a voluntary basis, and (c) training and support will also be targeted at local businesses, including licensed premises and taxi firms;

(3) that the carrying of Take Home Naloxone (THN) kit remains voluntary, although strongly encouraged as a culture within Inverclyde Council;

(4) that it be remitted to officers to make Naloxone training available to all Elected Members on a voluntary basis; and

(5) that (a) the Council writes to the Chair of the Inverclyde Integration Joint Board (IJB) seeking confirmation that regular reports on THN kit uptake are provided in IJB performance reporting, and (b) an annual report is provided by the Alcohol & Drug Partnership on THN kit uptake to the Alliance Board and Social Work & Social Care Scrutiny Panel for noting.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that it contained exempt information as defined in the respective paragraphs of Part I of schedule 7(A) of the Act as detailed in the relevant minute.**

### **Appendices to Minutes**

THE INVERCLYDE COUNCIL – 22 SEPTEMBER 2022

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- 455     **Human Resources Appeals Board – 29 July 2022**     455  
       **Approved** on the motion of Councillor Brennan.
- 456     **Environment & Regeneration Committee – 25 August 2022**     456  
       **Approved** on the motion of Councillor McCormick.



**GENERAL PURPOSES BOARD – 28 SEPTEMBER 2022**

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The Board heard from Watch Commander Rice in relation to Conditions 11 and 12 of the Additional Licence Conditions as set out in Appendix 4 of the Draft Short-term Lets Policy Statement document.

Following discussion, Councillor Moran moved that (1) all 9 recommendations as set out in the report and as agreed at the meeting and (2) all of the Additional Standard Licence Conditions as set out in Appendix 4 of the Draft Short-term Lets Policy document be approved.

As an amendment, Councillor Wilson moved that (1) all 9 recommendations as set out in the report and as agreed at the meeting and (2) only Conditions 11 and 12 of the Additional Standard Licence Conditions as set out in Appendix 4 of the Draft Short-term Lets Policy document be approved.

Following a roll call vote, three Members, Provost McKenzie, Councillors Wilson and Quinn voted for the amendment and six Members, Councillors Moran, Armstrong, Cassidy, Crowther, McCluskey and Reynolds voted for the motion which was declared carried.

**Decided:**

- (1) that the terms of the report be noted together with the views expressed in response to the public consultation exercise on the licensing of Short-term Lets (STLs) and the terms of the draft STL Policy Statement as set out in appendix 2 to the report;
- (2) that no changes be made to the STL Policy Statement as set out in appendix 2 in light of the responses received to the Consultation;
- (3) that the STL Policy Statement as set out in appendix 2 be approved and adopted;
- (4) that there be no temporary exemptions for the licensing of STLs as detailed in paragraph 5.2 of the report;
- (5) that there be no temporary STL licences granted as detailed in paragraph 5.3 of the report;
- (6) that all the additional conditions as detailed in appendix 4 of the Draft Short-term Lets Policy document be approved as part of the STL Policy Statement, namely:
  - (a) The Licence holder shall provide guests, no later than 2 days from the booking date, with information on the property/appliances and how to dispose of refuse (including general and recyclable refuse) properly and appropriately from the licensed premises;
  - (b) The Licence holder shall ensure that the refuse facilities at the premises are in the communal surrounding areas of the premises are used appropriately at all times by the guests;
  - (c) The Licence holder shall act reasonably in relation to the management of the licensed premises in respect of any dealings with neighbouring residents of the premises and in relation to the payment of their share of all maintenance costs, insurance costs and repair costs of areas in common relative to the premises and in dealings with any other owners and relevant factor;
  - (d) The Licence holder must take reasonable steps to investigate any complaint made by residents of neighbouring properties relating to the behaviour of any guests at or in the vicinity of the licensed premises and to respond in a fair and proportionate manner;
  - (e) The Licence holder shall advise guests that as a condition of booking they must provide details of a named person over the age of 21 years;
  - (f) The Licence holder, as part of the booking conditions should advise guests' that additional noise making equipment such as decks and speakers are prohibited at the premises;
  - (g) The Licence holder must not affix a key box (or other device to facilitate the entry for guests to the licensed premises) to any public or jointly owned private infrastructure without prior written permission of the relevant authority or owners. The Licence holder must be able to produce the relevant permissions to the Licensing Authority on request;

**GENERAL PURPOSES BOARD – 28 SEPTEMBER 2022**

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(h) The Licence holder must take reasonable steps to ensure that guests do not arrive first or finally depart from the licensed premises between the hours of 11.00pm and 7.00am. The Licence holder must advise guests of this as part of their booking conditions;

(i) The Licence holder must ensure that window opening restrictor locks are provided to all windows which can be opened;

(j) The Licence holder shall require to produce on demand to any authorised person any policy, certificate, document, record, certificate of inspection or safety, licence or plan required by or issued in terms pursuant to any condition of this licence;

(k) The Licence holder shall require to undertake a Fire Safety Risk Assessment (FSRA) which requires to be reviewed annually by the Licence holder;

(l) The Licence holder must display the following information within the premises in a place where it is accessible to all guests:

- Fire Safety Risk Assessment
- Emergency Action Plan

(m) Additional Conditions in relation to type of property

**Detached remote rural properties:** None

**Detached and semi-detached terraced urban properties:**

(i) the Licence holder shall advise guests that as a condition of booking they must comply with the requirements related to the use of outside areas and take reasonable steps to ensure the restrictions are being complied with.

(ii) an out-of-hours contact number must be provided by the Licence holder to the local authority and the neighbouring householders for use in the case of an out-of-hours noise, anti-social behaviour or other emergency issues such as plumbing leaks.

(iii) door closers must be provided to all internal doors to prevent the risk of noise issues affecting neighbouring households.

(iv) no outdoor gatherings in common external areas after 11.00pm and before 7.00am.

**Flats, tenements, high-rising maisonettes:**

(i) the Licence holder shall advise guests that as a condition of booking they must comply with requirements related to the use of the common internal and outside areas and take reasonable steps to ensure the restrictions are being complied with.

(ii) the Licence holder shall ensure that guests are advised that they must ensure any security doors and/or any security devices are not disabled during the duration of their stay.

(iii) no laminate flooring/floorboards or other types of hard floors are permitted in premises situated above any habitable flat.

(iv) an out-of-hours contact number must be provided by the Licence holder to either the local authority and/or the neighbouring householders for use in the case of out-of-hours noise/anti-social behaviour or other emergency issues such as plumbing leaks.

(v) door closers must be provided to all internal doors to prevent the risk of noise issues affecting neighbouring households.

(vi) no items of equipment should be installed or placed in communal areas or any changes made to communal spaces by the Licence holder without the written consent of other owners of the property. This includes but is not restricted to the garden or deck access area, trampolines, hot tubs, spa's and fire pits.

(vii) Licence holders are responsible for ensuring that guests are aware of all property factoring conditions (including conditions in relation to pets and communal laundry access). Door closers must be provided to all internal doors to prevent the risk of noise issues affecting neighbouring households.

(7) that the fee structure of STL licences as detailed in section 6.4 of the report be agreed;

(8) that delegated authority be granted to the Head of Legal & Democratic Services,

**GENERAL PURPOSES BOARD – 28 SEPTEMBER 2022**

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in consultation with the Chair of the General Purposes Board, to make such further changes to the STL Policy Statement as are deemed necessary further to the Board's decision, and thereafter finalise and publish the STL Policy Statement;

(9) that a review of the STL Policy Statement be undertaken within 12 months of the implementation of the STL Policy Statement on 1 October 2022; and

(10) that additionally it be remitted to officers to provide an update report on the enforcement of the STL Policy and any resourcing issues in six months' time.

**GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022**

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**Grants Sub-Committee****Wednesday 28 September 2022 at 1.00pm**

**Present:** Councillors Brennan, Brooks, Crowther, McGuire, McKenzie and Reynolds.

**Chair:** Councillor Brooks presided.

**In attendance:** Head of Culture, Communities & Educational Resources, Service Manager, Community Learning & Development, Community Safety & Resilience and Sport, Ms J Fallon (Community Learning & Development), Ms M McCabe (for Interim Director Finance & Corporate Governance), Mr J Kerr (for Head of Legal & Democratic Services), Ms L Carrick and Ms D Sweeney (Legal & Democratic Services).

This meeting was held at the Municipal Buildings, Greenock with Councillor McGuire attending remotely.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Sub-Committee.**

**459 Apologies, Substitutions and Declarations of Interest****459**

No apologies for absence were intimated.

Declarations of interest were intimated as follows:

**Agenda Item 2 – application number 2 (Greenock Burns Club)**

Provost McKenzie declared a non-financial interest in this application as the Honorary President of the Greenock Burns Club and left the meeting for the consideration of this application.

**Agenda Item 2 – application number 21 (Inverclyde Council of Social Services (IVCSS))**

Councillor Crowther declared a connection in that he previously held the role of a Member of the Executive Committee of the organisation. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

**Agenda Item 2 – application number 32 (Cowdenknowes Residents Association)**

Councillor Crowther declared a connection in that he attends meetings of the Association. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

**Agenda Item 2 – application number 34 (Greenock South West Community Council)**

Councillor Crowther and Councillor McGuire both declared a connection in that they attend meetings of the Community Council. Both Members formed the view that the nature of their connection and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and they were declaring for transparency.

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

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### Agenda Item 2 – application number 35 (Greenock Torpedo Factory Club)

Councillor Crowther declared a non-financial interest in this application as a Member of the Greenock Torpedo Factory Club and left the meeting for the consideration of this application.

### Agenda Item 2 – application number 36 (Grieve Road Community Centre)

Councillor Crowther declared a connection in that he attends meetings of the Grieve Road Community Centre. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

### Agenda Item 2 – application number 36 (Grieve Road Community Centre)

Councillor McGuire declared a non-financial interest in this application as she acted as an independent referee in relation to the grant form application by Grieve Road Community Centre and left the meeting for the consideration of this application.

### Agenda Item 2 – application number 67 (Inverclyde Amateur Swimming Club)

Councillor Brennan declared a non-financial interest in this application in that a family member is a member of Inverclyde Amateur Swimming Club and left the meeting for the consideration of this application.

### Agenda Item 2 – application number 75 (Royal West of Scotland Boat Club)

Councillor Crowther declared a non-financial interest in this application as a Member of the Royal West of Scotland Boat Club and left the meeting for the consideration of this application.

### Agenda Item 2 – application number 84 (Inverclyde Youth for Christ)

Councillor McGuire declared a non-financial interest in this application as Chairperson of the organisation and left the meeting for the consideration of this application.

**It was agreed in terms of Section 50(A) (4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 4 of Part I of Schedule 7(A) of the Act.**

## 460 Community Grants Fund 2022/23 – Round 1

460

There was submitted a report by the Head of Culture, Communities & Educational Resources providing details of the applications received for consideration for funding from the Community Grants Fund Budget in 2022/23.

Councillor Crowther moved in relation to application number 60 for Gourock Golf Club that £800 be awarded to the junior section only. As an amendment Councillor Brennan moved that £1,000.00 be awarded as per the recommendation.

On a vote three Members, Provost McKenzie and Councillors Crowther and Reynolds voted for the motion and three Members, Councillors Brennan, Brooks and McGuire voted for the amendment. There being equality in voting, the Chair exercised his casting vote in favour of the amendment which was declared carried.

### **Decided:**

(1) that Grants to Community Organisations 2022/23 be made as follows:

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

All the awards are subject to the standard conditions of the Community Grants Fund Scheme.

No	Group	Award (see end note re headings A, B and C)
1	Crow Cottage Arts	A: £3,000.00 B: 0 C: 0 Total: £3,000.00
2	Greenock Burns Club	A: 0 B: £2,000.00 C: 0 Total: £2,000.00 Provost McKenzie left during consideration of this item.
3	Greenock Philharmonic Society	A: £1,000.00 B: 0 C: 0 Total: £1,000.00
4	Inverclyde Voices	A: 0 B: £1,000.00 C: 0 Total: £1,000.00 subject to the additional condition detailed in the appendix to the report.
5	Inverclyde Youth Theatre	A: £3,000.00 B: 0 C: 0 Total: £3,000.00 subject to the additional condition detailed in the appendix to the report.
6	Kilmacolm Dramatic Society	A: £3,000.00 B: 0 C: 0 Total: £3,000.00
7	Lower Clyde Pipes & Drums	A: £1,500.00 B: £1,500.00 C: 0 Total: £3,000.00
8	RIG Arts	A: 0 B: £3,000.00 C: 0 Total: £3,000.00 subject to the additional condition detailed in the appendix to the report.
9	Ardgowan Club Bowling Section	A: £1,800.00 B: £2,200.00 C: 0

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		Total: £4,000.00 subject to the additional condition detailed in the appendix to the report. Councillor McGuire left the meeting at this juncture.
10	Fort Matilda Bowling Club	A: £1,800.00 B: £2,200.00 C: 0 Total: £4,000.00 subject to the additional condition detailed in the appendix to the report.
11	Gourock Bowling Club	A: £4,000.00 B: 0 C: 0 Total: £4,000.00 subject to the additional conditions detailed in the appendix to the report. Councillor McGuire re- joined the meeting at this juncture.
12	Grosvenor Bowling Club	A: £4,000.00 B: 0 C: 0 Total: £4,000.00
13	Inverkip Bowling Club	A: £3,300.00 B: 0 C: 0 Total: £3,300.00
14	Lady Alice Bowling Club	A: £4,000.00 B: 0 C: 0 Total: £4,000.00 subject to the additional conditions detailed in the appendix to the report.
15	Parklea Bowling Club	A: £2,500.00 B: 0 C: 0 Total: £2,500.00
16	Rankin Park Bowling Club	A: £4,000.00 B: 0 C: 0 Total: £4,000.00 subject to the additional condition detailed in the appendix to the report.
17	Victoria Bowling Club	A: £2,500.00 B: £1,500.00

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

		C: 0 Total: £4,000.00 subject to the additional condition detailed in the appendix to the report.
18	Wellington Park Bowling Club	A: £2,000.00 B: £2,000.00 C: 0 Total: £4,000.00 subject to the additional condition detailed in the appendix to the report.
19	Friends4Ever	A: £4,000.00 B: £1,000.00 C: 0 Total: £5,000.00
20	GRASP Group (SCIO)	A: £2,000.00 B: £1,000.00 C: 0 Total: £3,000.00
21	Inverclyde Council of Social Service (IVCSS)	A: £10,000.00 B: 0 C: 0 Total: £10,000.00 subject to the additional condition detailed in the appendix to the report.
22	Inverclyde Enable	A: £2,500.00 B: 0 C: 0 Total: £2,500.00
23	Inverclyde Family Contact Centre	A: £5,000.00 B: 0 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
24	Man On! Inverclyde	A: 0 B: £5,000.00 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
25	Moving On Inverclyde	A: 0 B: £3,000.00 C: 0 Total: £3,000.00 subject to the additional condition detailed in the appendix to the report.

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26	Port Glasgow Voluntary Transport	A: £10,000.00 B: 0 C: 0 Total: £10,000.00 subject to the additional condition detailed in the appendix to the report.
27	Access Technology	A: 0 B: £2,000.00 C: 0 Total: £2,000.00
28	Auchmountain Glen Project	A: £2,000.00 B: 0 C: 0 Total: £2,000.00 subject to the additional condition detailed in the appendix to the report.
29	Branchton Community Centre	A: £1,000.00 B: 0 C: 0 Total: £1,000.00 subject to the additional condition detailed in the appendix to the report.
30	Caddlehill Allotment	A: £1,272.00 B: £ 728.00 C: 0 Total: £2,000.00 subject to the additional condition detailed in the appendix to the report.
31	Colourful Kilmacolm	A: £75.00 B: £595.00 C: £30.00 Total: £700.00 subject to the additional condition detailed in the appendix to the report.
32	Cowdenknowes Residents Association	A: £500.00 B: £995.00 C: 0 Total: £1,495.00 subject to the additional condition detailed in the appendix to the report.
33	Greenock Morton Supporters Club	A: £7,000.00 B: 0 C: 0 Total: £7,000.00 subject to the additional condition detailed in the

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

		appendix to the report.
34	Greenock South West Community Council	A: 0 B: £3,000.00 C: 0 Total: £3,000.00
35	Greenock Torpedo Factory Club	A: 0 B: £5,000.00 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report. Councillor Crowther left during consideration of this item.
36	Grieve Road Community Centre	A: £1,500.00 B: £1,500.00 C: £4,000.00 Total: £7,000.00 subject to the additional condition detailed in the appendix to the report. Councillor McGuire left during consideration of this item.
37	Inverclyde Christian Initiative	A: £1,000.00 B: £1,000.00 C: 0 Total: £2,000.00 subject to the additional condition detailed in the appendix to the report.
38	Inverclyde Naval Club	A: £2,000.00 B: 0 C: 0 Total: £2,000.00
39	Inverkip Community Initiative	A: 0 B: £5,000.00 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
40	Kilmacolm Eco Space	A: 0 B: £3,000.00 C: 0 Total: £3,000.00 subject to the additional condition detailed in the appendix to the report.

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

41	Lyle Gateway	A: 0 B: £5,000.00 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
42	Parklea Branching Out	A: 0 B: £5,000.00 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
43	Port Glasgow New Parish Church	A: £2,000.00 B: 0 C: 0 Total: £2,000.00
44	Prospecthill Christian Fellowship/Street Connect	A: 0 B: £2,327.00 C: 0 Total: £2,327.00 subject to the additional condition detailed in the appendix to the report.
45	Tail O' the Bank Credit Union Ltd	A: 0 B: 0 C: 0 Total: 0
46	Wellington Allotments Garden Association	A: £1,000.00 B: 0 C: 0 Total: £1,000.00 subject to the additional condition detailed in the appendix to the report.
47	Wemyss Bay Community Association	A: £4,000.00 B: 0 C: 0 Total: £4,000.00
48	Glasgow & Clyde Rape Crisis	A: £4,000.00 B: 0 C: 0 Total: £4,000.00
49	Home Start Inverclyde	A: £4,000.00 B: 0 C: 0 Total: £4,000.00
50	Victim Support Inverclyde	A: £4,000.00 B: 0 C: 0 Total: £4,000.00

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

		subject to the additional condition detailed in the appendix to the report.
51	Greenock IBM Retirees	A: £500.00 B: £500.00 C: 0 Total: £1,000.00
52	WOOPi Singers	A: 0 B: £500.00 C: 0 Total: £500.00
53	AR26	A: 0 B: £6,000.00 C: 0 Total: £6,000.00 subject to the additional condition detailed in the appendix to the report.
54	Ardgowan Tennis Club	A: £5,800.00 B: 0 C: 0 Total: £5,800.00 subject to the additional condition detailed in the appendix to the report to include pay to play statistics.
55	Ardgowan Thistle Football Club	A: 0 B: 0 C: £6,000.00 Total: £6,000.00 subject to the additional condition detailed in the appendix to the report.
56	Birkmyre Rugby Club	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
57	BOUNCE Basketball Inverclyde	A: 0 B: 0 C: £1,600.00 Total: £1,600.00 subject to the additional condition detailed in the appendix to the report.
58	Broomhill Boys Club	A: £1,800.00 B: 0 C: £3,200.00 Total: £5,000.00

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

		subject to the additional condition detailed in the appendix to the report.
59	Clyde Netball	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
60	Gourock Golf Club	A: £1,000.00 B: 0 C: 0 Total: £1,000.00 subject to the additional condition detailed in the appendix to the report.
61	Greenock & District Welfare Football League	A: 0 B: 0 C: £5,000.00 Total: £5,000.00
62	Greenock Cricket Club	A: £2,524.80 B: 0 C: 0 Total: £2,524.80 subject to the additional condition detailed in the appendix to the report.
63	Greenock Glenpark Harriers	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
64	Greenock Juniors	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
65	Greenock Wanderers	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
66	Inverclyde Amateur Football Club	A: 0 B: 0 C: £5,000.00

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

		Total: £5,000.00
67	Inverclyde Amateur Swimming Club	A: 0 B: 0 C: £9,964.78 Total: £9,964.78 subject to the additional condition detailed in the appendix to the report. Councillor Brennan left during consideration of this item.
68	Inverclyde American Football Community Club	A: 0 B: 0 C: £3,795.00 Total: £3,795.00 subject to the additional condition detailed in the appendix to the report.
69	Inverclyde Athletic Club	A: 0 B: 0 C: £10,000.00 Total: £10,000.00 subject to the additional condition detailed in the appendix to the report.
70	Inverclyde Cricket Club	A: 0 B: 0 C: £2,000.00 Total: £2,000.00 subject to the additional condition detailed in the appendix to the report.
71	Newark Angling Club	A: £800.00 B: 0 C: 0 Total: £800.00
72	Port Glasgow Boys Club	A: 0 B: 0 C: £10,000.00 Total: £10,000.00 subject to the additional condition detailed in the appendix to the report.
73	Port Glasgow Junior Football Club	A: 0 B: 0 C: £5,000.00 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

74	Port Glasgow Juniors Community Sport Club	A: 0 B: 0 C: £10,000.00 Total: £10,000.00 subject to the additional condition detailed in the appendix to the report.
75	Royal West of Scotland Boat Club	A: 0 B: £3,000.00 C: 0 Total: £3,000.00 Councillor Crowther left during discussion of this item.
76	Team United	A: 0 B: £2,160.00 C: 0 Total: £2,160.00
77	1 <sup>st</sup> Gourock Scout Group	A: 0 B: £1,000.00 C: 0 Total: £1,000.00 subject to the additional condition detailed in the appendix to the report.
78	32 <sup>nd</sup> Greenock & District Scouts	A: £3,000.00 B: 0 C: 0 Total: £3,000.00 subject to the additional condition detailed in the appendix to the report.
79	Girl Guiding Greenock Division	A: £5,000.00 B: 0 C: 0 Total: £5,000.00
80	Greenock & District Scout Council	A: £5,000.00 B: 0 C: 0 Total: £5,000.00
81	Greenock & District Sea Cadet Corps	A: £5,000.00 B: 0 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.

## GRANTS SUB-COMMITTEE – 28 SEPTEMBER 2022

82	Inverclyde & District Battalion The Boys Brigade	A: £5,000.00 B: 0 C: 0 Total: £5,000.00 subject to the additional condition detailed in the appendix to the report.
83	World Walking	A: £1,750.00 B: 0 C: 0 Total: £1,750.00
84	Inverclyde Youth for Christ	A: £1,500.00 B: 0 C: 0 Total: £1,500.00 subject to the additional condition detailed in the appendix to the report. Councillor McGuire left during consideration of this item.
<p><b>END NOTE</b> - The grants awarded above are subdivided into the following headings namely: A – facilities/core costs; B – project/event costs; and C – fee waiver, all as more fully detailed in the report to the Sub Committee.</p>		

- (2) that the dates for Round 2 applications be noted, and
- (3) that the equalities monitoring information detailed in appendix C be noted.

**PLANNING BOARD – 5 OCTOBER 2022**

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**Planning Board**

**Wednesday 5 October 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Brooks, Clocherty, Crowther, Curley, Daisley, Jackson, McCabe, McGuire and McVey.

**Chair:** Councillor McVey presided for agenda items 1, 3(a) and 3(b), and Councillor Curley for agenda item 2(a).

**In attendance:** Interim Director Environment & Regeneration, Mr S Walker and Ms E Provan (Roads and Transportation), Mr J Kerr (for Head of Legal & Democratic Services), Mr C MacDonald and Ms D Sweeney (Legal & Democratic Services), ICT & Customer Service Manager and Mr P Coulter (for Service Manager, Communications, Tourism and Health & Safety).

The meeting was held at the Municipal Buildings, Greenock with Councillors Daisley, Jackson and McGuire attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.**

**461 APOLOGIES, SUBSTITUTIONS AND DECLARATIONS OF INTEREST 461**

An apology for absence was intimated on behalf of Councillor Law.

Councillor Curley intimated a connection in Agenda Item 2(a) (Proposed new build 4 storey flatted development including associated roads, drainage and landscaping at land at Bay Street, Port Glasgow (21/0056/IC)).

Councillor McVey declared an interest in Agenda Item 2(a) (Proposed new build 4 storey flatted development including associated roads, drainage and landscaping at land at Bay Street, Port Glasgow (21/0056/IC)).

**462 CONTINUED PLANNING APPLICATION 462**

**(a) Proposed new build 4 storey flatted development including associated roads, drainage and landscaping:  
Land at Bay Street, Port Glasgow (21/0056/IC)**

There was submitted a report by the Interim Director Environment & Regeneration on an application for planning permission by Advance Construction (Scotland) Limited and Merchant Homes Limited for a proposed new build 4 storey flatted development including associated roads, drainage and landscaping at land at Bay Street, Port Glasgow (21/0056/IC).

Councillor Curley declared a connection as a Director on the Board of River Clyde Homes. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

Councillor McVey declared an interest in this matter by virtue of a business relationship with a Director of one of the applicant companies and left the meeting. Councillor Curley assumed the Chair.

Not having participated in consideration of this item of business at either the meeting of 7 September 2022 or attended the site visit, Councillors Daisley, Jackson, McGuire and

**PLANNING BOARD – 5 OCTOBER 2022**

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McVey were not entitled to take part in consideration of this item and left the meeting.

**Decided:** that following the conclusion of a Legal Agreement securing the provision of amenity housing on the site, planning permission be granted subject to the following conditions:-

(1) that the development to which this permission relates must be begun within 3 years from the date of this permission, to comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended);

(2) that prior to the start of development, details of a survey for the presence of Japanese Knotweed shall be submitted to and approved in writing by the Planning Authority and that, for the avoidance of doubt; this shall contain a methodology and treatment statement where any is found. Development shall not proceed until appropriate control measures are implemented. Any significant variation to the treatment methodology shall be submitted for approval, in writing by the Planning Authority prior to implementation, in order to help arrest the spread of Japanese Knotweed in the interests of environmental protection;

(3) that the development shall not commence until an Environmental Investigation and Risk Assessment, including any necessary Remediation Scheme with timescale for implementation, of all pollutant linkages has been submitted to and approved, in writing by the Planning Authority. The investigations and assessment shall be site-specific and completed in accordance with current codes of practice. The submission shall also include a Verification Plan. Any subsequent modifications to the Remediation Scheme and Verification Plan must be approved in writing by the Planning Authority prior to implementation, to satisfactorily address potential contamination issues in the interests of human health and environmental safety;

(4) that before the development hereby permitted is occupied the applicant shall submit a report for approval, in writing by the Planning Authority, confirming that the works have been completed in accordance with the agreed Remediation Scheme and supply information as agreed in the Verification Plan. This report shall demonstrate that no pollutant linkages remain or are likely to occur and include (but not limited to) a collation of verification/validation certificates, analysis information, remediation lifespan, maintenance/aftercare information and details of all materials imported onto the site as fill or landscaping material. The details of such materials shall include information of the material source, volume, intended use and chemical quality with plans delineating placement and thickness, to ensure contamination is not imported to the site and confirm successful completion of remediation measures in the interest of human health and environmental safety;

(5) that the presence of any previously unrecorded contamination or variation to anticipated ground conditions that becomes evident during site works shall be brought to the attention of the Planning Authority and a Remediation Scheme shall not be implemented unless it has been submitted to and approved, in writing by the Planning Authority, to ensure all contamination issues are recorded and dealt with appropriately;

(6) that the applicant shall submit to the Planning Authority a detailed specification of the containers to be used to store waste materials and recyclable materials produced on the premises as well as specific details of the bin store areas which such containers are to be located within. The use of the residential accommodation shall not commence until the above details are approved in writing by the Planning Authority and the equipment and any structural changes are in place, to protect the amenity of the immediate area and prevent the creation of nuisance due to odours, insects, rodents or birds;

(7) that unless agreed in writing by the Planning Authority, all footways provided within the site shall be a minimum of 2.0m wide, to ensure safe footpath access in the interests of road and pedestrian safety;

(8) that all flatted residential units hereby approved shall be designed to ensure that at least 15% of the carbon dioxide emissions reduction standard set by Scottish Building Standards is met through the installation and operation of low and zero carbon

**PLANNING BOARD – 5 OCTOBER 2022**

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generating technologies (rising to at least 20% by the end of 2022). Details showing how this shall be achieved shall be submitted to and approved in writing by the Planning Authority prior to the construction of the flatted building being commenced, to comply with the requirements of Section 72 of the Climate Change (Scotland) Act 2009;

(9) that the car parking hereby approved shall contain a minimum of five electric vehicle charging points to be made accessible for the charging of electric vehicles. Details demonstrating how this is to be achieved shall be submitted to and approved in writing by the Planning Authority prior to the erection of the flatted building, to ensure adequate provision is made to encourage the use of electric vehicles;

(10) that details of appropriate acoustic glazing and acoustic trickle vents or mechanical ventilation with heat recovery with appropriate acoustic glazing, as detailed in Sections 9 and 10.3 of the Noise Impact Assessment, authored by CSP Acoustics on the 23<sup>rd</sup> June 2021 shall be submitted to and approved in writing by the Planning Authority. The acoustic measures approved shall subsequently be installed prior to the development being occupied, In order to protect the amenities of occupiers of premises from unreasonable noise and vibration levels;

(11) that details of all changes in ground levels, laying of foundations, and operation of mechanical plant in proximity to the rail line must be submitted to Network Rail's Asset Protection Engineer for approval prior to works commencing on site. Where any works cannot be carried out in a "fail safe" manner, it will be necessary to restrict those works to periods when the railway is closed to rail traffic i.e. by a "possession" which must be booked via Network Rail's Asset Protection Engineer and are subject to a minimum prior notice period for booking of 20 weeks, in the interests of rail safety;

(12) that the flatted residences hereby approved shall not be occupied until the 21 off-street parking spaces shown in approved drawing A1233-BRU-ZZ-ZZ-DR-A-20010, Revision G have been provided. The 21 parking spaces shall be retained on site at all times thereafter unless otherwise agreed in writing by the Planning Authority, to ensure suitable parking provision for the new development in the interests of road safety;

(13) that all remaining car parking spaces shall be a minimum of 5.0 metres long by 2.5 metres wide with an aisle spacing of a minimum of 6.0 metres, to ensure the usability of the car parking spaces in the interests of road safety;

(14) that a minimum of two disabled car parking spaces shall be provided within the site and these shall be a minimum of 6 metres long by 2.5 metres wide with a 1 metre clearance, to ensure the usability of the disabled car parking spaces in the interests of road safety;

(15) that unless agreed in writing by the Planning Authority, all footpaths and footways within the site shall be a minimum of 2.0m wide, to ensure safe pedestrian access throughout the site;

(16) that the surface water flow from the site during and after development shall be limited to greenfield flow off, to ensure the development does not increase the risk of flooding to nearby properties;

(17) that full details of any boundary treatments proposed along the western site boundary shall be submitted to and approved in writing by the Planning Authority. Development shall proceed utilising the approved materials, unless agreed in writing by the Planning Authority, in order to provide an appropriate finish to the site;

(18) that prior to the commencement of development, full details of the proposed hard and soft landscaping for the site shall be submitted to and approved in writing by the Planning Authority. For the avoidance of doubt, this shall include details of any trees currently on site which are to be retained and details of any trees, shrubs and hedges which are to be planted as part of the development. All soft landscaping hereby approved shall be planted during the first growing season following the first flatted property hereby permitted being occupied, to ensure the provision of a suitable landscaping scheme in the interests of visual amenity and to ensure the provision of a visually acceptable environment;

**PLANNING BOARD – 5 OCTOBER 2022**

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(19) that Details of maintenance and management for the landscaping shall be submitted to and approved in writing by the Planning Authority prior to any flatted property being occupied. Management and maintenance shall commence upon completion of the landscaping, to ensure the maintenance and management of the approved landscaping scheme in the interests of visual amenity;

(20) that any trees, shrubs, hedges or areas of grass which die, are removed, damaged or become diseased within five years of completion of the soft landscaping shall be replaced within the following year with others of a similar size and shape, to ensure the maintenance of the approved landscaping scheme in the interests of visual amenity;

(21) that the developer shall secure the implementation of an archaeological watching brief, to be carried out by a suitably qualified archaeological organisation acceptable to the Planning Authority, during all ground disturbances. The retained archaeological organisation shall be afforded access at all reasonable times to allow them to observe works in progress and shall be allowed to record and recover items of interest and finds. A method statement for the watching brief shall be submitted to and approved in writing by the Planning Authority prior to the commencement of works on site. The name of the archaeological organisation retained by the developer shall be given to the Planning Authority in writing no less than 14 days before development commences, in order to protect any archaeological remains and to allow the planning authority to consider this matter in detail; and

(22) that for the avoidance of doubt, a minimum of 5% of the flatted dwellings to be constructed on site shall be fully wheelchair accessible, to ensure the provision of wheelchair accessible housing in accordance with Policy 21 of the proposed 2021 Inverclyde Local Development Plan.

Councillors Daisley, Jackson, McGuire and McVey returned to the meeting at this juncture with Councillor McVey resuming the Chair.

**463 PLANNING APPLICATIONS**

**463**

**(a) Construction of farm roads and formation of hardstanding area:  
Land adjacent to Craigmarnloch, Port Glasgow Road, Kilmacolm (21/0025/IC)**

There was submitted a report by the Interim Director Environment & Regeneration on an application for planning permission by Mr Alexander Lyle for the construction of farms roads and formation of hardstanding area at land adjacent to Craigmarnloch, Port Glasgow Road, Kilmacolm (21/0025/IC).

**Decided:** that planning permission be granted subject to the following conditions:-

(1) that construction of any part of the development shall not re-commence until details of a survey for the presence of Japanese Knotweed has been submitted to and approved in writing by the Planning Authority. For the avoidance of doubt the survey shall contain a methodology and treatment statement where any is found and thereafter development shall not proceed until appropriate control measures are implemented. Any significant variation to the treatment methodology shall be submitted for approval in writing by the Planning Authority prior to implementation, to help arrest the spread of Japanese Knotweed in the interests of environmental protection;

(2) that construction of any part of the development shall not re-commence until tracking drawings to demonstrate that HGVs can turn in and out of the A761 Port Glasgow Road at the site entrance from both directions have been submitted to and approved in writing by the Planning Authority, in the interests of roads safety;

(3) that following approval of Condition 2 above and no later than 4 months from that approval being given the entrance road from the A761 Port Glasgow Road shall be constructed in accordance with drawing 21-3773-C-011 (or if the design of the entrance

**PLANNING BOARD – 5 OCTOBER 2022**

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has to be modified to address tracking for HGVs) unless an extended period is agreed in advance in writing by the Planning Authority, in the interests of roads safety;

(4) that for the avoidance of doubt: the site entrance road shall be a minimum of 5.0m wide for a distance of 20.0m from the edge of the A761 Port Glasgow Road; the access shall be paved for a minimum distance of 10.0m to prevent loose material being spilled on to the road; and the access shall have a maximum gradient of 10%, in the interests of roads safety;

(5) that visibility splays of 2.4m x 120m x 1.05m shall be provided at the entrance to the site off the A761 Port Glasgow Road and thereafter kept free of obstruction in perpetuity, in the interests of roads safety;

(6) that for the avoidance of doubt all surface water shall be contained within the site, in the interests of sustainable development and in order to avoid flooding; and

(7) that details of a maintenance regime shall be submitted within 2 months of the date of this permission for the approval in writing by the Planning Authority for all private roads drainage to ensure the drainage functions as designed, in the interests of sustainable development and in order to avoid flooding.

**(b) Proposed 2no. dormers to front elevation. Proposed off street parking space complete with steps to raised deck at front entrance to house:  
2 Rosemount Place, Gourock (22/0187/IC)**

There was submitted a report by the Interim Director Environment & Regeneration on an application for proposed 2no. dormers to front elevation, proposed off street parking space complete with steps to raised deck at front entrance to house at 2 Rosemount Place, Gourock (22/0187/IC).

After discussion, Councillor Crowther moved that consideration of the application be continued for a site visit to be arranged by the Head of Legal & Democratic Services in consultation with the Chair.

As an amendment, Councillor Clocherty moved that planning permission be granted subject to the conditions detailed in the report.

Following a roll call vote, 2 Members, Councillors Brooks and Crowther voted in favour of the motion and 8 Members, Provost McKenzie, Councillors Clocherty, Curley, Daisley, Jackson, McCabe, McGuire and McVey voted in favour of the amendment which was declared carried.

**Decided:** that planning permission be granted subject to the following conditions:-

(1) that the development to which this permission relates must be begun within 3 years from the date of this permission, to comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended);

(2) that for the avoidance of doubt, the driveway gradient shall not exceed 10%, to ensure the provision of adequate driveways;

(3) that for the avoidance of doubt, the wall at either side of the parking space shall not exceed 0.5 metres in height where it is positioned within 1 metre of the footway, to ensure that visibility splays are maintained in the interests of road and pedestrian safety;

(4) that for the avoidance of doubt, all surface water run-off shall be contained and managed within the site, to ensure the development does not increase the risk of flooding to neighbouring properties or to the public road network; and

(5) that the visibility splays shown in drawing number 22018\_D.011, Revision B shall be kept clear of obstruction at all times in conjunction with the parking space hereby permitted being in place, to ensure that visibility splays are maintained in the interests of road and pedestrian safety.

**GENERAL PURPOSES BOARD – 12 OCTOBER 2022**

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**General Purposes Board**

**Wednesday 12 October 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Armstrong, Brennan, Cassidy, Crowther, Curley, Moran, Quinn and Robertson.

**Chair:** Councillor Moran presided.

**In attendance:** Mr D Keenan (for Head of Legal & Democratic Services), Ms F Denver and Ms S McMaster (Legal & Democratic Services), and Mr C Brown (Civic Enforcement Officer, Public Protection).

**In attendance also:** Sergeant F Moore-McGrath (Police Scotland).

The meeting was held at the Municipal Buildings, Greenock.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.**

**464      Apologies, Substitutions and Declarations of Interest      464**

Apologies for absence were intimated on behalf of Councillor Reynolds, with Councillor Robertson substituting, and Councillor McCluskey.

No declarations of interest were intimated.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7(A) of the Act.**

**465      Continued Application for Renewal of a Taxi Driver's Licence      465**

There was submitted a report by the Head of Legal & Democratic Services on an application for the renewal of a Taxi Driver's Licence which was refused, consideration of which had been continued from the meeting held on 21 September 2022 in order to obtain further information, all as detailed in the Appendix.

## AUDIT COMMITTEE – 18 OCTOBER 2022

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### Audit Committee

**Tuesday 18 October 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Armstrong (for Curley) Crowther, Daisley (for Reynolds), Jackson (for McCormick) McCabe, McCluskey, McGuire, McVey and Wilson.

**Chair:** Councillor Wilson presided.

**In attendance:** Interim Director Finance & Corporate Governance, Corporate Director Education, Communities & Organisational Development, Interim Director Environment & Regeneration, Chief Internal Auditor, Ms V Pollock (for Head of Legal & Democratic Services), Ms D Sweeney and Mr C MacDonald (Legal & Democratic Services), ICT & Customer Service Manager

**In attendance also:** Mr M Laird (Audit Scotland).

The meeting was held at the Municipal Buildings, Greenock with Councillors Daisley, McCabe, McGuire and McVey attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

#### **466 Apologies, Substitutions and Declarations of Interest 466**

Apologies for absence were intimated on behalf of Councillor Curley, with Councillor Armstrong substituting, Councillor Reynolds with Councillor Daisley substituting, Councillor McCormick with Councillor Jackson substituting, and Councillor Nelson.

No declarations of interest were intimated, but certain connections were intimated as follows:

Agenda Item 2 (Internal Audit Progress Report – 9 May to 23 September 2022) – Councillor Crowther

Agenda Item 3 (External Audit Action Plans – Current Actions) – Councillor Wilson

#### **467 Internal Audit Progress Report – 9 May to 23 September 2022 467**

There was submitted a report by the Interim Director Finance & Corporate Governance appending the monitoring report in respect of Internal Audit activity for the period 9 May 2022 to 23 September 2022.

Councillor Crowther declared a connection as his partner has a care package. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

**Decided:** that the monitoring report in respect of Internal Audit activity for the period 9 May 2022 to 23 September 2022 be noted.

#### **468 External Audit Action Plans – Current Actions 468**

There was submitted a report by the Interim Director Finance & Corporate Governance on the status of current actions from External Audit Action Plans as at 31 August 2022.

The Interim Director Finance & Corporate Governance advised of an error on appendix

AUDIT COMMITTEE – 18 OCTOBER 2022

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document 'Summary of Management Action Plans Due for Completion by 31.08.22' and accordingly the reference to 'Estimation and Judgement Disclosure – complete' should read 'Estimation and Judgement Disclosure: Not complete – will be completed June 2023'.

Councillor Wilson declared a connection as a member of Glasgow & Clyde Valley Strategic Development Planning Authority (Clydeplan). He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

**Decided:** that the progress to date in relation to the implementation of External Audit actions be noted.

**469 National Fraud Initiative - Update Report****469**

There was submitted a report by the Interim Director Finance & Corporate Governance appending the Audit Scotland National Fraud Initiative 2020/21 report and providing an overview of the key messages and recommendations raised in the report and how these are being addressed by the Council.

**Decided:** that the contents of the report be noted and that it be agreed that a further update report be submitted to the February 2023 Audit Committee outlining the Council's progress with the 2022-2023 National Fraud Initiative exercise.

## SOCIAL WORK & SOCIAL CARE SCRUTINY PANEL – 20 OCTOBER 2022

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### Social Work & Social Care Scrutiny Panel

Thursday 20 October 2022 at 3.00pm

**Present:** Provost McKenzie, Councillors Armstrong, Cassidy, Clocherty (for Brennan), Daisley, Jackson, Law (for Reynolds), McCluskey, Quinn and Robertson.

**Chair:** Councillor Jackson presided.

**In attendance:** Mr A Stevenson (for Chief Officer, Inverclyde Health & Social Care Partnership), Interim Head of Children & Families and Criminal Justice Services, Service Manager Assessment & Care Management, Ms G Kilbane (for Head of Homelessness, Mental Health and Drug & Alcohol Recovery Service), Ms M Kiers (for Head of Finance, Planning & Resources (HSCP)), Ms V Pollock (for Head of Legal & Democratic Services), Ms D Sweeney, Mr C MacDonald and Ms S MacMaster (Legal & Democratic Services).

The meeting was held at the Municipal Buildings, Greenock with Councillors Daisley and Law attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Panel.**

#### 470 **Apologies, Substitutions and Declarations of Interest** 470

Apologies for absence were intimated on behalf of Councillor Brennan, with Councillor Clocherty substituting, Councillor Reynolds, with Councillor Law substituting, and Councillor Brooks.

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda item 6 (Reporting by Exception – Governance of HSCP Commissioned External Organisations) – Councillors Cassidy, McCluskey and Robertson.

The Chair paused proceedings for 5 minutes as Councillor Law was experiencing connectivity issues. Councillor Law subsequently joined the meeting during consideration of the following item.

#### 471 **Revenue & Capital Budget Report – Revenue Outturn Position as at 31 August 2022** 471

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership and the Head of Finance, Planning & Resources, Inverclyde Health & Social Care Partnership, on the projected outturn on revenue and capital for 2022/23 as at 31 August 2022.

Councillor Law joined the meeting during consideration of this item.

**Decided:**

- (1) that the projected current year revenue outturn of a £1,228,000 underspend at 31 August 2022, as detailed at paragraphs 4.1 to 4.11 of the report, be noted;
- (2) that the projected capital position, as detailed at paragraphs 5.1 to 5.4 of the report, be noted; and

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(3) that the current earmarked reserves position, as detailed in paragraphs 6.1 to 6.2 of the report, be noted.

**472 National Care Service****472**

Mr Stevenson provided a verbal report on the current position regarding the implementation of the National Care Service (NCS).

The following points were noted:

- (1) Stage 1 consultation is now expected to run through to 17 March 2023;
- (2) Over 60 distinct work streams have been identified which feed into the Central NCS Team, with nearly all the Directorates within the Scottish Government having their own NCS team;
- (2) Officers from Inverclyde Health & Social Care will continue to be involved with the creation of the National Care Service and will share progress and consult with the Panel when appropriate.

**Decided:** that the verbal report be noted.

**473 Inverclyde Alcohol and Drug Partnership Update****473**

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing a summary of updates from the Inverclyde Alcohol and Drug Partnership on developments at a national and local level.

Prior to discussion of this item Ms Kilbane provided a verbal update on paragraph 3.7 of the report, noting that Medication Assisted Treatment Standards 1, 2, 4 and 5 have now been completed.

**Decided:**

- (1) that the updates on the following be noted (a) Changing Lives Report, (b) Medication Assisted Treatment Standards, (c) Drug Related Deaths, (d) Alcohol Specific Deaths, (e) Health Improvement Scotland Proposal, (f) Alcohol and Drug Partnership Funding, (g) Alcohol and Drug Partnership Annual Report 2021/2022, and (h) Revised Alcohol and Drug Partnership Committee Terms of Reference;
- (2) that it be noted that this report has been presented to and approved by the Inverclyde Integration Joint Board; and
- (3) that it be noted that this report will be presented to the Inverclyde Alliance Board for approval.

**474 Inverclyde Adult Support and Protection Partnership Biennial Report 2020-22****474**

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership appending the Adult Protection Committee Biennial Report 2020-2022 for noting and advising of the activities and progress of the Committee in fulfilling its statutory functions.

**Decided:** that the contents of the report be noted.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 6 and 9 of Part I of Schedule 7(A) of the Act.**

**475 Reporting by Exception – Governance of HSCP Commissioned External Organisations**

475

There was submitted a report by the Chief Officer, Inverclyde Health & Social Care Partnership providing an update on matters relating to the Health & Social Care Partnership governance processes for Externally Commissioned Social Care Services. Councillor Cassidy declared a connection in this item as a family member is on the Board of the Carer's Centre, Councillor McCluskey declared a connection as a family member is in a care home and Councillor Robertson declared a connection as a Board Member of Financial Fitness. They also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision-making process and were declaring for transparency.

**Decided:**

- (1) that the governance report for the period 16 July to 16 September 2022 be noted;
- (2) that Members acknowledge that officers regard the control mechanisms in place through the governance meetings and managing poorly performing services guidance within the Contract Management Framework is sufficiently robust to ensure ongoing quality and safety and the fostering of a commissioning culture of continuous improvement; and
- (3) that it be remitted to officers to provide a report to a future meeting on the incident response mechanisms within Care Home.

## ENVIRONMENT & REGENERATION COMMITTEE – 27 OCTOBER 2022

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### Environment & Regeneration Committee

Thursday 27 October 2022 at 2pm

**Present:** Councillors Armstrong (for Nelson) Brooks, Cassidy, Clocherty, Crowther, Curley, Jackson, McCabe, McCormick, Quinn and Robertson.

**Chair:** Councillor McCormick presided.

**In attendance:** Interim Director Environment & Regeneration, Shared Head of Roads & Environmental Services, Interim Head of Property Services, Head of Legal & Democratic Services, Public Protection Manager, Procurement and Building Services Manager, Mr P MacDonald, Mr C MacDonald and Ms L Carrick (Legal & Democratic Services), Mr M Thomson (for Interim Director Finance & Corporate Governance), Ms J Wilson (Finance Services), Mr G Leitch (Roads and Transportation), Ms J Horn (Regeneration & Planning) and Service Manager Communications, Tourism and Health & Safety.

This meeting was held at the Municipal Buildings, Greenock with Councillors McCabe and Robertson attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

#### 476 **Apologies, Substitutions and Declarations of Interest**

476

An apology for absence was intimated on behalf of Councillor Nelson, with Councillor Armstrong substituting.

No declarations of interest were intimated, but certain connections were intimated as follows:

Agenda Item 5 (Annual Procurement Report 2021/2022) – Councillors Cassidy, Jackson and Robertson.

Agenda Item 6 (Procurement Strategy 2022/25) – Councillor Jackson.

Agenda Item 7 (Employability Services Review) – Councillors Clocherty, Jackson and Robertson.

Agenda Item 13 (Governance of External Organisations) – Councillors Clocherty, Curley, Jackson and Robertson.

#### 477 **2022/23 Revenue Budget as at 31 August 2022**

477

There was submitted a report by the Interim Director Finance & Corporate Governance and the Interim Director Environment & Regeneration advising the Committee of the 2022/23 Revenue Budget projected position at 31 August 2022.

**Decided:**

- (1) that it be noted that the Revenue Budget is currently projected to overspend in 2022/23 by £37,280 based on figures as at 31 August 2022;
- (2) that it be noted that the Interim Director Environment & Regeneration will continue to monitor budgets closely with the intention of bringing the 2022/23 budget in on target;
- (3) that the virement request as detailed in appendix 5 of the report be approved; and
- (4) that it be remitted to officers to bring a report to a future meeting of the Committee on the Repopulation Action Plan.

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**478 Environment & Regeneration Capital Programme 2022/25 - Progress 478**

There was submitted a report by the Interim Director Environment & Regeneration and Interim Director Finance & Corporate Governance providing an update on the status of the projects within the 2022/25 Environment & Regeneration Capital Programme.

**Decided:**

(1) that the current position and progress on the specific projects of the 2022/25 Capital Programme and City Deal as detailed in the report and appendices be noted; and  
 (2) that the use of powers delegated to the Chief Executive to issue an acceptance for the general building work contract associated with the installation of the new cremator units at Greenock Crematorium, which was authorised by Councillors McCormick, Clocherty, McCabe and Robertson (for Environment & Regeneration), and Councillors McCabe, McCluskey and Robertson (for Policy & Resources), and the Chief Executive, be noted.

**479 Environment and Regeneration Corporate Directorate Improvement Plan Progress Report 2022/23 479**

There was submitted a report by the Interim Director Environment & Regeneration and Interim Director Finance & Corporate Governance providing an update on the status of the Environment, Regeneration and Resources (ERR) Corporate Directorate Improvement Plan (CDIP) 2022/23, with a specific focus on the actions that are the responsibility of the Environment and Regeneration Service.

**Decided:** that the progress made by the Environment and Regeneration Service in delivering its actions within the ERR CDIP 2022/23 be noted.

**480 Annual Procurement Report 2021/2022 480**

There was submitted a report by the Interim Director Environment & Regeneration (1) providing an update on procurement related activity including the outcomes delivered during the period 1 April 2021 to 31 March 2022; and (2) seeking approval to publish the Annual Procurement Report as detailed in appendix 1 of the report.

Councillors Cassidy, Jackson and Robertson declared connections in this item of business. Councillor Cassidy declared a connection as a family relation sits on the Board of the Inverclyde Carers Centre, Councillor Jackson declared a connection as a member of the Board of the Inverclyde Community Development Trust and as a contractor and supplier to Inverclyde Council, and Councillor Robertson declared a connection due to a former financial relationship with Stepwell. They also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and were declaring for transparency.

**Decided:**

(1) that approval be given to the Annual Procurement Report as detailed in appendix 1 of the report for publication to the Scottish Government and on the Council's website;  
 (2) that the latest procurement compliant spend position and spend with SMEs and local suppliers be noted; and  
 (3) that the commitment to Fair Work First and community benefits delivered by suppliers during the reporting period 1 April 2021 until 31 March 2022 be noted.

**481 Procurement Strategy 2022/25 - Social Value Policy 481**

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There was submitted a report by the Interim Director Environment & Regeneration advising of the recently developed Social Value Policy.

Councillor Jackson declared a connection in this item as a contractor and supplier to Inverclyde Council. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision making process and he was declaring for transparency.

**Decided:** that (a) the Council's proposed approach to maximising social outcomes through the implementation of the Social Value Policy as part of its procurement activity be noted; and (b) it be noted that the Social Value Policy will be submitted to the Policy & Resources Committee for approval on 15 November 2022.

**482 Employability Services Review****482**

There was submitted a report by the Interim Director Environment & Regeneration providing options for consideration for the provision of the Employability Service as presented to the Policy & Resources Committee under the Delivering Differently process. Councillors Clocherty, Jackson and Robertson declared connections in this item of business. Councillors Clocherty and Jackson declared connections as members of the Board of the Inverclyde Community Development Trust, and Councillor Robertson declared a connection due to a former financial relationship with Stepwell. They also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and were declaring for transparency.

The Interim Director Environment & Regeneration advised the Committee of a typographical error in paragraph 4.4 of the report, and accordingly the reference to "£191,000" should read "£211,000".

**Decided:** that (a) the options as detailed in section 4 of the report have been considered; and (b) it be noted that these options will be part of the overall budget consideration.

**483 Community Wardens Service Review****483**

There was submitted a report by the Interim Director Environment & Regeneration providing options for the consideration of the Community Wardens Service as presented to the Policy & Resources Committee under the Delivering Differently process.

**Decided:** that (a) the options as detailed in section 4 of the report have been considered; and (b) it be noted that these options will be part of the overall budget consideration.

**484 Traffic Calming Priority 2022/2023****484**

There was submitted a report by the Interim Director Environment & Regeneration providing an update on the traffic calming priority for 2022/23 and the proposed measures.

**Decided:** That it be remitted to officers to submit a further report to a future meeting of the Committee after consultation with Ward 4 Councillors (a) re-evaluating both the proposed and alternative traffic calming measures at Newark Street and Union Street, Greenock; and (b) containing (1) clarification on the possible use of external funding for the project; and (2) an appendix detailing the current prioritised list of locations that have been assessed against the traffic calming priority criteria.

**485 Standardisation of Parking in Inverclyde – Consultation Findings****485**

There was submitted a report by the Shared Head of Roads & Environmental Services advising of the outcome of the public consultation exercise on the standardisation of parking restrictions in Inverclyde.

**Decided:** that the findings in the report and the proposal to retain the current on and off street restrictions be noted.

#### 486 Auchenbothie Quietways Cycle Route

486

There was submitted a report by the Interim Director Environment & Regeneration providing an update on the Auchenbothie Quietways project and the results of the public consultation.

Mr G Leitch advised the Committee of a typographical error in paragraph 2.2 of the report, and accordingly the reference to “Marloch Avenue” should read “Montrose Avenue”.

**Decided:**

- (1) that the results of the public consultation be noted;
- (2) that the proposed scheme to move the N75 cycle route from Montrose Avenue to Auchenbothie Road be noted;
- (3) that it be noted that as part of the scheme the entire areas of Mid-Auchinleck, Slaemuir and Bardrainey will become a 20mph zone; and
- (4) that it be remitted to the Shared Head of Roads & Environmental Services and the Head of Legal & Democratic Services to prepare and promote a Speed Limit Order (SLO) to reduce the speed to 20mph and to prepare and undertake a consultation on the proposed traffic calming measures in accordance with the Roads (Scotland) Act 1984, the Roads (Traffic Calming) (Scotland) Regulations 1994, the Road Humps (Scotland) Regulations 1998, the Road Humps and Traffic Calming (Scotland) Amendment Regulations 1999 and the Roads Humps and Traffic Calming (Scotland) Amendment Regulations 2002.

#### 487 Spaces for People Update After 1 Year

487

There was submitted a report by the Interim Director Environment & Regeneration providing an update on the further six months of survey results along the cycle route from Battery Park to Laird Street.

Following discussion, Councillor Brooks moved that (1) that it be noted that the survey results show that annually 25,221 cyclists have used the cycle route and that the delays on Brougham Street at Patrick Street have reduced; and (2) that it be remitted to officers to remove the cycle lane on the A770 by 31 January 2023.

As an amendment, Councillor Clocherty moved that the recommendations contained in the report be agreed, subject to the addition of a further recommendation “(5) that it be remitted to officers to hold a briefing session for Elected Members on proposed improvements to the cycle lane.”

Following a roll call vote, 1 Member, Councillors Brooks, voted in favour of the motion and 10 Members, Councillors Armstrong, Cassidy, Clocherty, Crowther, Curley, Jackson, McCabe, McCormick, Quinn and Robertson voted in favour of the amendment which was declared carried.

**Decided:**

- (1) that it be noted that the survey results show that annually 25,221 cyclists have used the cycle route and that the delays on Brougham Street at Patrick Street have reduced;
- (2) that the proposal to make the cycle route permanent be approved;

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(3) that it be remitted to the Shared Head of Roads & Environmental Services and the Head of Legal & Democratic Services to prepare and promote an order to re-designate the road and cycleway;

(4) that it be remitted to the Shared Head of Roads & Environmental Services to allocate external funding to improve the route, as detailed in paragraph 4.3 of the report; and

(5) that it be remitted to officers to hold a briefing session for Elected Members on proposed improvements to the cycle lane.

**488 Governance of External Organisations**
**488**

There was submitted a report by the Interim Director Environment & Regeneration providing an annual update in respect of the governance of external organisations with which the regeneration and planning service interact.

Councillors Clocherty, Curley, Jackson and Robertson declared connections in this item of business. Councillor Clocherty and Curley declared connections as members of the Board of Riverside Inverclyde, Councillor Jackson declared a connection as a member of the Board of the Inverclyde Community Development Trust, and Councillor Robertson declared a connection due to a former financial relationship with Stepwell. They also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and were declaring for transparency.

Ms J Horn advised the Committee of an error in the report and accordingly references to “four” organisations should read “five” organisations, with an additional paragraph to the report being submitted verbally for inclusion after paragraph 3.5 as follows, “Enable provide contracted employability services under contract with the Council. Regular monitoring meetings take place with payment subject to validated invoice. Regular board meetings take place.” Ms J Horn then advised of a verbal update to the recommendation as detailed in paragraph 2.1 of the report to read “that Committee are asked to note that there are sufficient control measures in place in respect of the five organisations identified within the report.”

**Decided:**

(1) that it be noted that there are sufficient control measures in place in respect of (a) Enable, (b) Inverclyde Community Development Trust, (c) Inverclyde Advice and Employment Rights (d) Stepwell Consultancy Limited and (e) Riverside Inverclyde and Riverside Inverclyde Property Holdings Limited; and

(2) that it be remitted to officers to provide the Committee with regular update reports on the activities of Riverside Inverclyde.

**489 The Fireworks and Pyrotechnic Articles (Scotland) Act 2022 – Delegation of Powers to Officers**
**489**

There was submitted a report by the Interim Director Environment & Regeneration advising of legislative changes with respect to fireworks and pyrotechnic articles.

**Decided:**

(1) that delegated authority be granted to the Interim Director Environment & Regeneration for a period of up to 6 months to carry out the Council’s power, rights and duties under the Fireworks and Pyrotechnic Articles (Scotland) Act 2022 and any regulations made thereunder in line with existing delegated powers for similar legislation; and

(2) that it be noted that the Head of Legal & Democratic Services will seek the approval of Inverclyde Council to make suitable changes to the Scheme of Delegation

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(Officers), to deal with this delegation on a permanent basis, at which point the above-mentioned delegation will cease.

**490 Greater Renfrewshire and Inverclyde (GRI) LEADER/ Community Led Local Development (CLLD) Update 490**

There was submitted a report by the Interim Director Environment & Regeneration outlining the proposed approach to Community Led Local Development for Inverclyde and the wider Greater Renfrewshire and Inverclyde area and the work required following the conclusion of funding from the European Union funded LEADER programme.

**Decided:**

- (1) that the conclusion of the Greater Renfrewshire and Inverclyde LEADER 2014-2020 programme and the interim Rural Communities Testing Change Fund be noted;
- (2) that the offer from the Scottish Government to award £115,520 to the Greater Renfrewshire and Inverclyde area for the delivery of the Community Led Local Development programme for 2022/23 be noted;
- (3) that it be agreed that Renfrewshire Council continues as Lead Partner and Accountable Body for the Greater Renfrewshire and Inverclyde Area; and
- (4) that delegated authority be granted to the Interim Director Environment & Regeneration to work with Renfrewshire Council and deliver the requirements of the Community Led Local Development programme.

**491 Annual Assurance Statement 491**

There was submitted a report by the Interim Director Environment & Regeneration seeking approval for Inverclyde Council's Annual Assurance Statement.

**Decided:** that the Annual Assurance Statement for 2022/23 be approved.

**492 Nature Restoration Fund 492**

There was submitted a report by the Interim Director Environment & Regeneration advising of the proposals regarding the Nature Restoration Fund and seeking approval to progress the projects identified.

**Decided:**

- (1) that the funding available for Nature Restoration Projects be noted;
- (2) that it be agreed that officers progress the projects as detailed in the report; and
- (3) that it be noted that further progress on these projects will be reported through the regular Environment & Regeneration Capital Programme reports.

**493 Brown Bin Collection – Extension Due to Strike Action 493**

There was submitted a report by the Interim Director Environment & Regeneration seeking approval to extend the brown bin collections as a result of the recent strike action by refuse collectors.

**Decided:** that it be agreed to extend Brown Bin collections as detailed in paragraph 4.2 of the report.

**494 Property Assets Management – Baker Street Site, Greenock / Parklea Branching Out 494**

There was submitted a report by the Interim Director Environment & Regeneration (1) advising the Committee of various activities relating to the management of the Council's

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property assets and (2) making recommendations in this regard.

**Decided:**

(1) that (a) it be agreed to declare the site of the former roads depot on Baker Street, Greenock, surplus to requirements; (b) delegated authority be granted to the Interim Director Environment & Regeneration to place the same on the open market for lease, thereafter to set a closing date when the level of interest justifies it; and (c) it be noted that a further report will be brought before the Committee with a recommendation to accept whichever offer is deemed to provide the greatest economic benefit to the Council; and

(2) that delegated authority be granted to the Interim Director Environment & Regeneration to vary the terms of the sub-lease between the Council and Parklea Branching Out for land at Parklea Park, Port Glasgow, as detailed in the report.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following items on the grounds that the business involved the likely disclosure of exempt information as defined in the respective paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item.**

Item	Paragraph(s)
<b>Property Asset Management – Land at Churchill Road, Kilmacolm / William Street/Brown Street, Port Glasgow / Housing Stock Transfer Update</b>	<b>6 &amp; 9</b>
<b>Waste Collections Contracts Update</b>	<b>6, 8 &amp; 9</b>
<b>Proposed Footbridge at Port Glasgow Station</b>	<b>8 &amp; 9</b>
<b>Provision of Road Lighting and Traffic Sign Lighting Maintenance 2022/2023 - Contract Award</b>	<b>8</b>
<b>495 Property Asset Management – Land at Churchill Road, Kilmacolm / William Street/Brown Street, Port Glasgow / Housing Stock Transfer Update</b>	<b>495</b>
<p>There was submitted a report by the Interim Director Environment &amp; Regeneration making recommendations in respect of a number of property assets.  <b>Decided:</b> Following consideration, the Committee agreed to the actions recommended all as detailed in the Appendix.</p>	
<b>496 Waste Collection Contracts Update</b>	<b>496</b>
<p>There was submitted a report by the Interim Director Environment &amp; Regeneration providing an update on the contract for the collection of residual waste.  <b>Decided:</b> Following consideration, the Committee agreed to the actions recommended, all as detailed in the Appendix.</p>	
<b>497 Proposed Footbridge at Port Glasgow Station</b>	<b>497</b>
<p>There was submitted a report by the Interim Director Environment &amp; Regeneration informing the Committee of a proposed scheme by Network Rail to install an 'access for</p>	

all' footbridge across the railway line at Port Glasgow Station and link it to Highholm car park and seeking approval for a number of recommendations.

**Decided:** Following consideration, the Committee agreed to the actions recommended, all as detailed in the Appendix.

**498 Provision of Road Lighting and Traffic Sign Lighting Maintenance 2022/2023 - Contract Award 498**

There was submitted a report by the Interim Director, Environment & Regeneration seeking approval for the award of the contract for the provision of lighting maintenance services.

**Decided:** Following consideration, the Committee agreed to the action recommended, as detailed in the Appendix.

## EDUCATION AND COMMUNITIES COMMITTEE – 1 NOVEMBER 2022

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### Education and Communities Committee

Tuesday 1 November 2022 at 1.00pm

**Present:** Councillors Armstrong, Brennan, Clocherty, Daisley, Law, McGuire, McVey, Moran, Quinn, Robertson and Wilson, Mr J Docherty, Church Representative and Ms P McEwan, Teacher Representative.

**Chair:** Councillor Clocherty presided.

**In attendance:** Corporate Director Education, Communities & Organisational Development, Head of Culture, Communities & Educational Resources, Head of Education, Service Manager Community Learning and Development, Community Safety and Resilience & Sport, Ms M McCabe (for Interim Director, Finance & Corporate Governance), Ms A Sinclair (for Head of Legal & Democratic Services), Interim Head of Property Services, Libraries, Educational Development & Arts Manager, Mr A Stephenson, Ms Y Gallacher and Mr L Reilly (Education Services), Ms D Sweeney, Ms L Carrick and Ms K MacVey (Legal & Democratic Services), and Service Manager Communications, Tourism and Health & Safety.

The meeting was held at the Municipal Buildings, Greenock with Councillors McGuire and Moran attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

#### **499 Apologies, Substitutions and Declarations of Interest**

499

No apologies for absence were intimated.

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 2 (Communities Revenue Budget Report – 2022/23 Projected Outturn at 31 August 2022) – Councillor Law

Agenda Item 3 (Communities Capital Programme Progress and Asset Related Items) – Councillor Law

Agenda Item 4 (Communities Update Report – Overview of National and Local Initiatives) – Councillor Robertson

Agenda Item 5 (Gourock Burgh Coat of Arms Proposals) – Councillor Moran

Agenda Item 6 (Inverclyde Leisure Strategic Asset Review and 2023/25 Funding Shortfall) – Councillors Clocherty and Quinn

Agenda Item 7 (Community Grants Fund 2022/23 – Round 1) – Councillor Robertson

#### **500 Communities Revenue Budget Report – 2022/23 Projected Outturn at 31 August 2022**

500

There was submitted a report by the Interim Director Finance & Corporate Governance and the Corporate Director Education, Communities & Organisational Development advising Committee of the 2022/23 Communities Revenue Budget position at 31 August 2022.

Councillor Law declared a connection as she is a registered volunteer archiver with the Watt Institution. She also formed the view that the nature of her connection and of the

## EDUCATION AND COMMUNITIES COMMITTEE – 1 NOVEMBER 2022

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item of business did not preclude her continued presence in the meeting or her participation in the decision making process and was declaring for transparency.

**Decided:**

- (1) that the current projected overspend for 2022/23 of £58,000 as at 31 August 2022 be noted;
- (2) that it be noted that the Corporate Director Education, Communities and Organisational Development and Heads of Service will continue to review areas where non-essential spend can be reduced in order to alleviate the projected overspend; and
- (3) that it be remitted to officers to submit a report to the next meeting of the Committee detailing the costing implications and timescales of installing a donations terminal at the Watt Institution in order to raise additional revenue.

### 501 Communities Capital Programme Progress and Asset Related Items

501

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) providing performance information for the Communities part of the Education & Communities Committee, and (2) providing an update in respect of the status of the projects which form the Communities Capital Programme and Asset related items.

Councillor Law declared a connection as a family member is involved with Caddlehill Community Gardens. She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision-making process and was declaring for transparency.

**Decided:**

- (1) that the current position of the 2022/25 Capital Programme be noted;
- (2) that the progress on the following projects be noted (a) Lady Alice Bowling Club, (b) Indoor Sports Facility for Tennis, (c) Leisure Pitches Asset Management Plan/Lifecycle Fund, (d) Waterfront Leisure Centre Training Pool Moveable Floor, (e) Community Hub King George VI, (f) Craigend Resource Centre, (g) Inverclyde Shed Meet, Make + Share, (h) Parklea Branching Out and (i) Asset Transfer Working Group;
- (3) that it be noted that the proposed tennis facility will be considered as part of the Council's overall budget process; and
- (4) that it remitted to officers to arrange an All Members Briefing on Community Asset Transfers.

### 502 Communities Update Report – Overview of National and Local Initiatives

502

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on the Communities aspect of the service.

Councillor Robertson declared connections as (1) Chair of Inverclyde Youth Theatre (Kayos), and (2) Chair of Inverclyde Faith in Throughcare. She also formed the view that the nature of her connections and of the item of business did not preclude her continued presence in the meeting or her participation in the decision making process and was declaring for transparency.

**Decided:**

- (1) that the updates on the following be noted (a) Culture Collective, (b) Historic Links to Slavery, (c) Lend and Mend Hubs, (d) Community Safety, (e) the summer programmes of Active Schools, Youth Services, Family Learning and Affordable Childcare, (f) Inverclyde Leisure Annual Report 2021/22, (g) Free Swimming for Under 16s, (h) Governance of External Organisations, and (i) 'Warm Hand of Friendship'; and
- (2) that it be agreed that proposals for Free Swimming for Under 16s from 2023 be considered as part of the Council's budget process.

**503 Gourock Burgh Coat of Arms Proposals****503**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) providing an update on the progress of proposals from the Inverclyde's Historical Links to Slavery Working Group in relation to the Gourock Burgh coat of arms, (2) making recommendations for the removal, covering or production of additional information in various locations where the coat of arms is situated, and (3) seeking approval for further community engagement on this matter.

Councillor Moran declared a connection as a former patron of the Dardanelles Window Fundraising Committee. He also formed the view that the nature of his connection and of the item of business did not preclude his continued presence in the meeting or his participation in the decision-making process and was declaring for transparency.

**Decided:**

(1) that the removal of the figure and hand and the blanking of the fascia of the coat of arms above the entrance to the Gourock Municipal Buildings be agreed;

(2) that the removal of the acrylic panes containing the coat of arms and the temporary replacement of these with plain acrylic on the Provost's Lamp Post on Shore Street, Gourock be agreed;

(3) that the removal of the coat of arms from the side entrance to the Gamble Halls and from the top of the pavilion at Gourock Park be agreed;

(4) that the Committee (a) acknowledges and thanks the Dardanelles Memorial Fund Committee for the fundraising efforts and commission of the Dardanelles Memorial Window in the Watt Institution, and (b) agree that, at the request of the Dardanelles Memorial Fund Committee, the Dardanelles Memorial Window be removed and returned to the Dardanelles Memorial Fund Committee;

(5) that it be agreed to leave the coat of arms on the Gourock War Memorial as there is no figure in this version;

(6) that it be remitted to officers to investigate the feasibility of creating a new coat of arms for the Gourock area; and

(7) that it be remitted to the Corporate Director Education, Communities and Organisational Development to engage with the responsible bodies for other instances of the coat of arms in the Inverclyde area, in the terms as detailed in appendix 3 to the report.

**504 Inverclyde Leisure Strategic Asset Review and 2023/25 Funding Shortfall****504**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) appending a copy of the Inverclyde Leisure Strategic Asset Review, (2) providing information on the estimated £1.46million 2023/24 Budget Pressure and proposals for managing this, and (3) acknowledging that Inverclyde Leisure (IL) cannot continue to deliver all of the services for the Council for the current management fee it receives.

Councillors Clocherty and Quinn declared connections in this item as members of the Board of Inverclyde Leisure. Both Councillors also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and were declaring for transparency.

Prior to discussion of this item the Convenor referred to the recent closure of Port Glasgow Swimming Pool and the Corporate Director Education, Communities & Organisational Development and Interim Head of Property Services provided a verbal update on the closure and the significant corrosion found on columns within the pool area.

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**EDUCATION AND COMMUNITIES COMMITTEE – 1 NOVEMBER 2022**


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**Decided:**

- (1) that the contents of the report and associated appendices be noted;
- (2) that appendix 1, which summarises how the estimated £1.46million funding pressure for IL has arisen, be noted;
- (3) that it be noted that IL and Inverclyde Council have commenced a trawl of their employees in preparation for any reduction in service;
- (4) that the one-off costs which may require to be met by the Council via both the reduction in IL employees and leisure/community facilities be noted; and
- (5) that it be noted that further specific savings proposal options are currently being devised and once the proposals are approved they will be subject to wider consultation after Christmas and be part of the budget setting process.

**505 Community Grants Fund 2022/23 – Round 1****505**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing details of the grants awarded to voluntary and community organisations by the Grants Sub-Committee as part of round 1 of the Community Grants Fund 2022/23.

Councillor Robertson declared a connection as Chair of Inverclyde Youth Theatre (Kayos). She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision-making process and was declaring for transparency.

**Decided:** that the level of funding allocated to the organisations, as detailed in the appendix to the report, by the Grants Sub-Committee be noted.

**It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of appendices 1, 3a and 3b to Agenda Item 6 on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 6 & 9 of Part 1 of Schedule 7(A) of the Act.**

**506 Appendices 1, 3a and 3b relative to Agenda Item 6 providing additional information on the Inverclyde Leisure Strategic Asset Review****506**

There was submitted additional conditions relative to Agenda Item 6.

**Decided:** that the additional appendices be noted.

**The Communities business concluded at 2.20pm. The Committee commenced consideration of the Education items of business at 4pm with Ms McEwan joining the meeting by video conference and Mr Docherty attending the Municipal Buildings.**

Prior to commencement of the Education business the Convenor welcomed Ms McCredie, the Headteacher of Kilmacolm Primary School, Ms Goodfellow, the Depute Head Teacher of St Columba's High School, and three pupils from each school to the meeting.

**507 Presentation - Work Schools are Undertaking on Eco Initiatives****507**

The Committee heard a presentation given by pupils from Kilmacolm Primary School and St Columba's High School on various eco initiatives which their schools have undertaken. Thereafter the pupils answered a number of questions from Members. On behalf of the Committee, the Convenor thanked the pupils and Education staff for

## EDUCATION AND COMMUNITIES COMMITTEE – 1 NOVEMBER 2022

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attending the meeting and for the work undertaken on the eco initiatives detailed in their presentation.

**Decided:** that the presentation be noted.

### 508 Education Revenue Budget Report – 2022/23 Projected Outturn at 31 August 2022 508

There was submitted a report by the Interim Director Finance & Corporate Governance and the Corporate Director Education, Communities & Organisational Development advising Committee of the 2022/23 Education Revenue Budget position at 31 August 2022.

**Decided:**

- (1) that the current projected underspend for the 2022/23 Education Revenue Budget of £33,000 as at 31 August 2022 be noted;
- (2) that the proposed virement of £23,490, as detailed in appendix 5, from the Education Committee to the Policy & Resources Committee to fund increasing the hours of the Communications Team Leader be approved; and
- (3) that the (a) projected overall overspend of £25,000 between Education and Communities, and (b) potential income stream relating to New Scots identified in paragraph 5.2 of the report be noted.

### 509 Education Capital Programme 2022/25 - Progress 509

There was submitted a report by the Interim Director Finance & Corporate Governance and the Corporate Director Education, Communities & Organisational Development (1) providing performance information for the Education part of the Education & Communities Committee, and (2) providing an update in respect of the status of the projects which form the Education Capital Programme.

**Decided:**

- (1) that the current position of the 2022/25 Capital Programme be noted; and
- (2) that the progress on the following projects be noted (a) Gourrock Primary School extension, (b) general lifecycle works, and (c) 1140 Hours Expansion – various establishments minor works.

### 510 Education and Communities Corporate Directorate Improvement Plan Progress Report 2022/23 510

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing (1) a progress report on the delivery of the improvement actions within the Education, Communities and Organisation Development Corporate Directorate Improvement Plan, and (2) a refreshed Education, Communities and Organisational Development Corporate Directorate Improvement Plan 2022/23.

**Decided:** that the progress made in delivery of the Education, Communities and Organisational Development Corporate Directorate Improvement Plan 2022/23 be noted.

### 511 Education Update Report – Overview of National and Local Initiatives 511

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on national and local projects and initiatives linked to education.

**Decided:**

- (1) that the contents of the report be noted; and
- (2) that the updates on the following be noted (a) The National Discussion about

## EDUCATION AND COMMUNITIES COMMITTEE – 1 NOVEMBER 2022

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education, (b) Gaelic medium secondary education, (c) early years governance of funded providers – private, voluntary and independent, (d) Glasgow City Region Education Committee held on 22 September 2022, and (e) Getting It Right For Every Child (GIRFEC) refresh.

### 512 School Term Dates – Session 2023/2024 512

There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking approval for setting the school terms dates for session 2023/2024.

**Decided:** that the school terms dates for 2022/2023, as detailed in appendix 1 and 2 of the report, be approved.

### 513 Additional Support for Learning Policy 513

There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking approval for the new Additional Support for Learning Policy which brings together current policies, guidance and resources into one overarching policy.

**Decided:**

- (1) that the Additional Support for Learning Policy be approved; and
- (2) that the Committee's thanks be extended to all officers involved in the creation of the Additional Support for Learning Policy.

### 514 Setting a Sustainable Rate for Early Learning and Childcare Partner Providers 514

There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking agreement for an increase to the hourly rate paid to funded providers for the delivery of Early Learning and Childcare (ELC).

**Decided:**

- (1) that an increase to the hourly rate paid to all Early Years Funded Providers, including Childminders, from the current rate of £5.31 per child to £5.69 per child be approved;
- (2) that it be agreed that the new rate will be backdated from 18 August 2022; and
- (3) that it be agreed that the rate will be implemented for all eligible children, aged two to five years, who are accessing ELC within a funded provider setting.

### 515 Inverclyde Wellbeing Service – Annual Governance Report 2021/22 515

There was submitted a report by the Corporate Director Education, Communities & Organisational Development appending the annual governance report for 2021/22 from Action for Children, the providers of the Inverclyde Wellbeing Service.

**Decided:** that the contents of the report and the annual governance report for 2021/22 be noted.

**PLANNING BOARD – 2 NOVEMBER 2022**

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**Planning Board**

**Wednesday 2 November 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Brooks, Clocherty, Crowther, Curley, Daisley, Jackson, Law, McCabe, McGuire and McVey.

**Chair:** Councillor McVey presided.

**In attendance:** Interim Director Environment & Regeneration, Mr G Leitch and Ms E Provan (Roads and Transportation), Mr J Kerr (for Head of Legal & Democratic Services), Mr C MacDonald and Ms D Sweeney (Legal & Democratic Services).

The meeting was held at the Municipal Buildings, Greenock with Councillors Curley, Daisley, Jackson, Law, McCabe and McGuire attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.**

**516 APOLOGIES, SUBSTITUTIONS AND DECLARATIONS OF INTEREST 516**

No apologies for absence or declarations of interest were intimated.

**517 PLANNING APPLICATIONS 517**

- (a) **Change of use and conversion of guesthouse to form three flatted dwellings with erection of extension at side to accommodate staircase; installation of enlarged dormer window at front; installation of window at first floor level at side; installation of rooflight and enlarged rooflights at side:  
Lindores Manor, 61 Newark Street, Greenock (22/0152/IC)**

There was submitted a report by the Interim Director Environment & Regeneration on an application for planning permission by Mr J Nellis for the change of use and conversion of a guesthouse to form three flatted dwellings with erection of extension at side to accommodate a staircase; installation of enlarged dormer window at front; installation of window at first floor level at side; installation of rooflight and enlarged rooflights at side at Lindores Manor, 61 Newark Street, Greenock (22/0152/IC).

The Interim Director Environment & Regeneration advised of an omission in the report, and accordingly an additional standard condition should be added to the recommendations as follows: "The development to which this permission relates must have commenced within 3 years from the date of this permission" with the accompanying reason of, "To comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended)."

Following discussion, Councillor McKenzie moved that planning permission be granted subject to the conditions detailed in the report.

As an amendment, Councillor McGuire moved that planning permission be granted subject to the conditions detailed in the report together with an additional condition as follows: "(7) that development shall not commence until the works permitted by planning permission 22/0048/TRE have been completed to the satisfaction of the Planning Authority."

Following a roll call vote, 5 Members, Councillors Clocherty, Jackson, Law, McCabe and McGuire voted in favour of the amendment, and 6 Members, Provost McKenzie, Councillors Brooks, Crowther, Curley, Daisley and McVey voted in favour of the motion which was declared carried.

**PLANNING BOARD – 2 NOVEMBER 2022**

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**Decided:** that planning permission be granted subject to the following conditions:-

- (1) that development shall not commence until samples of materials to be used on all external surfaces of the extension hereby approved have been submitted to and approved in writing by the Planning Authority. Thereafter the development shall be implemented in accordance with the approved details, to ensure the development is acceptable in appearance and the materials are appropriate for the listed building;
- (2) that development shall not commence until details of the window to be installed on the side elevation at first floor level as shown on drawing 04 PL Rev B have been submitted to and approved in writing by the Planning Authority. Details of the proposed window, including depth of recess, shall be submitted in the form of drawings at a scale of 1:20 and approved in writing by the Planning Authority, to ensure the window is acceptable in appearance and matches an existing window on the side elevation. Thereafter the development shall be implemented in accordance with the approved details;
- (3) that for the avoidance of doubt the rooflights to be installed on the side roof slope as shown on drawing 04 PL Rev B shall be of traditional form and/or “conservation style”. Development shall not commence until details/drawings of the rooflights have been submitted to and approved in writing by the Planning Authority, to ensure the development is acceptable in appearance and respects the character of the listed building. Thereafter the rooflights shall be implemented in accordance with the approved details;
- (4) that development shall not commence until the materials to be used on the enlarged dormer window to be installed on the front roof slope as shown on drawing 04 PL Rev B have been submitted to and approved in writing by the Planning Authority, to ensure the development is acceptable in appearance and respects the character of the listed building. Thereafter the development shall be implemented in accordance with the approved details;
- (5) that development shall not commence until details/plans of bin stores to house containers to store waste materials and recyclable materials have been submitted to and approved in writing by the Planning Authority. Thereafter the bin stores shall be implemented in accordance with the approved details no later than the first flatted dwelling is occupied, to ensure the development has the appropriate amount of containers to store waste materials and recyclable materials as well as being acceptable in appearance; and
- (6) that the development to which this permission relates must have commenced within 3 years from the date of this permission, to comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended).

**(b) Extension and alterations including formation of vehicle drop off:  
6 Gleneagles Drive, Gourrock (22/0199/IC)**

There was submitted a report by the Interim Director Environment & Regeneration on an application for proposed extension and alterations including formation of vehicle drop off at 6 Gleneagles Drive, Gourrock (22/0199/IC).

**Decided:** that planning permission be granted subject to the following conditions:-

- (1) that the development to which this permission relates must have commenced within 3 years from the date of this permission, to comply with Section 58 of the Town and Country Planning (Scotland) Act 1997 (as amended);
- (2) that prior to the commencement of development, detailed specification of material, colour and finish (including samples where necessary) of all new build facing and construction materials to be used on the external walls, roofs, balustrades, railings shall be submitted to and approved by the Planning Authority in writing. Construction shall proceed with the use of the approved materials unless a variation is otherwise agreed in writing by the Planning Authority, to safeguard the amenity of this residential

**PLANNING BOARD – 2 NOVEMBER 2022**

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area;

(3) that the gradient of the driveway/parking area shall not exceed 10%, to ensure suitable parking provision, in the interests of road safety; and

(4) that all surface water shall be contained and managed within the site, to avoid surface run-off from the site.

**GENERAL PURPOSES BOARD – 9 NOVEMBER 2022**

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**General Purposes Board**

**Wednesday 9 November 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Armstrong, Brennan, Crowther, Curley, Moran, McCluskey, Quinn, Reynolds and Wilson.

**Chair:** Councillor Moran presided.

**In attendance:** Mr D Keenan (for Head of Legal & Democratic Services), Legal Services Manager (Litigation, Licensing and Committee Services), Ms F Denver and Ms E Peacock (Legal & Democratic Services), and Mr C Brown (Civic Enforcement Officer, Public Protection).

**In attendance also:** Sergeant F Moore-McGrath (Police Scotland).

The meeting was held at the Municipal Buildings, Greenock with Councillors Curley and Wilson attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Board.**

**518      Apologies, Substitutions and Declarations of Interest      518**

An apology for absence was intimated on behalf of Councillor Cassidy.

No declarations of interest were intimated.

**519      HMRC Tax Conditionality      519**

There was submitted a report by the Head of Legal & Democratic Services advising of amendments being introduced to the Finance Act 2021 by the Finance Bill 2022 which will oblige licensing bodies in Scotland to comply with additional HMRC tax conditionality obligations in relation to certain types of civic licence applications from 1 April 2023.

**Decided:** that the regulations being introduced which will oblige the Council to comply with additional HMRC tax conditionality obligations in relation to the processing of applications for taxi/private hire drivers, taxi/private hire operators, taxi/private hire booking offices, licences to deal in scrap metal on a fixed site and licences to carry on business as an itinerant metal dealer from 1 April 2023 be noted.

**520      Taxi Fares Review 2022/23      520**

There was submitted a report by the Head of Legal & Democratic Services advising the Board of the commencement of the statutory review of the Council's Taxi Fare Scale and Charges which includes requesting the views from representatives of the taxi trade.

**Decided:**

- (1) that the commencement of the Council's statutory review of Taxi Fare Scale and Changes be noted; and
- (2) it be noted that a report will be submitted to the Board for consideration in January 2023 with a provisional view on such a review following representation of the taxi trade.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7(A) of the Act.

**521 Application for Renewal of a Taxi Driver's Licence**

**521**

There was submitted a report by the Head of Legal & Democratic Services on an application for the renewal of a Taxi Driver's Licence which was refused, all as detailed in the Appendix.

**PETITIONS COMMITTEE – 10 NOVEMBER 2022**

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**Petitions Committee**

**Thursday 10 November 2022 at 2pm**

**Present:** Provost McKenzie, Councillors Brooks, Cassidy, Reynolds (for Curley) and Daisley.

**Chair:** Provost McKenzie presided.

**In attendance:** Mr P MacDonald (for Head of Legal & Democratic Services), Head of Legal & Democratic Services, Mr M Thomson (for Interim Director Finance & Corporate Governance), Ms J Wilson (Finance Services), Ms D Sweeney and Mr C MacDonald (Legal & Democratic Services) and Legal Services Manager, Procurement, Conveyancing & Information Governance.

**In attendance also:** Interim Director Environment & Regeneration, Shared Head of Roads & Environmental Services and Mr G Leitch (Roads & Environmental Services).

The meeting was held at the Municipal Buildings, Greenock.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

**522 Apologies, Substitutions and Declarations of Interest 522**

Apologies for absence were intimated on behalf of Councillor Curley with Councillor Reynolds substituting, and Councillor McCabe.

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 3 (Fore Street Car Parking Charges) – Councillor Reynolds

Councillor Law was present only in her capacity as a Ward 2 Councillor, and not as a Member of the Petitions Committee.

**523 Petitions Update Report 523**

There was submitted a report by the Head of Legal & Democratic Services updating the Committee on the position relative to petitions previously reported on and new petitions received since the last meeting.

**Decided:** that the position relative to petitions previously reported on and new petitions received since the last meeting of the Committee be noted.

**524 Petition for Consideration 524**  
**Fore Street Car Parking Charges**

There was submitted a report by the Head of Legal & Democratic Services providing details of a petition calling on the Council to reconsider charges on the car park at Fore Street, Port Glasgow. The report advised that the petition met the petitions criteria and had received the level of public support required in terms of the approved petitions procedures.

Councillor Reynolds declared a connection as a former employee of NHS GGC pharmacy

**PETITIONS COMMITTEE – 10 NOVEMBER 2022**

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team based within Port Glasgow Health Centre and that since retirement undertakes ad-hoc duties for the Health Board. She also formed the view that the nature of her connection and of the item of business did not preclude her continued presence in the meeting or her participation in the decision making process and she was declaring for transparency.

The Committee heard Ms C Jamieson, Petitioner, in support of the petition, the Interim Director Environment & Regeneration and Mr G Leitch for Roads & Environmental Services and Councillor Law as Ward Councillor.

**Decided:** that the Committee considers the issues raised in the petition have merit and remits it to the Interim Director Environment & Regeneration to submit a report to a future meeting of the Environment & Regeneration Committee with recommendations on this matter.

**The Inverclyde Council****Thursday 10 November 2022 at 4pm**

**Present:** Provost McKenzie, Councillors Armstrong, Brennan, Brooks, Cassidy, Clocherty, Crowther, Curley, Daisley, Jackson, Law, McCluskey, McCormick, McGuire, McVey, Moran, Quinn, Reynolds, Robertson and Wilson.

**Chair:** Provost McKenzie presided.

**In attendance:** Chief Executive, Interim Director Finance & Corporate Governance, Interim Director Environment & Regeneration, Corporate Director Education, Communities & Organisational Development, Head of Legal & Democratic Services, Head of Organisational Development, Policy & Communications, Finance Manager (Environmental & Technical), Mr G Smith (Principal Accountant), Ms D Sweeney, Mr C MacDonald and Mr P MacDonald (Legal & Democratic Services), and Service Manager, Communications, Tourism and Health & Safety.

The meeting was held at the Municipal Buildings, Greenock with Councillors Jackson, Law, McCormick, McVey and Quinn attending by video-conference.

**525 Mr Andrew Robb 525**

Prior to the commencement of business, the Provost referred to the forthcoming retirement of Mr Andrew Robb, Council Officer, and paid tribute to Mr Robb's professionalism and service to the Council and Provosts of Inverclyde. On behalf of the Council, he wished Mr Robb a happy retirement.

**526 Apologies and Declarations of Interest 526**

An apology for absence was intimated on behalf of Councillor McCabe.

No declarations of interest were intimated.

At the commencement of proceedings it was agreed unanimously to suspend Standing Orders to allow this special meeting of the Council.

**527 2021/22 Annual Audit Report to Elected Members and the Controller of Audit 527**

There was submitted a report by the Interim Director Finance & Corporate Governance presenting the Annual Audit Report for Elected Members and the Controller of Audit for the financial year ended 31 March 2022.

Mr Brian Howarth and Mr Mark Laird of Audit Scotland were present and Mr Howarth spoke to the report.

**Decided:**

- (1) that the Action Plan as detailed in appendix 1 of the report be approved;
- (2) that the signing of the accounts by the Council Leader, Chief Executive and Interim Director Finance & Corporate Governance be approved;
- (3) that the signing of the Letter of Representation, as detailed in appendix 3 of the report, by the Interim Director Finance & Corporate Governance be approved; and
- (4) that the Council's thanks to the External Auditors and Officers be recorded.

**POLICY & RESOURCES COMMITTEE – 15 NOVEMBER 2022**

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**Policy & Resources Committee**

**Tuesday 15 November 2022 at 3pm**

**Present:** Councillors Armstrong, Curley, Law, McCabe, McCluskey, McCormick, McGuire, McVey, Moran, Robertson and Wilson.

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Interim Director Finance & Corporate Governance, Interim Director Environment & Regeneration, Corporate Director Education, Communities & Organisational Development, Head of Legal & Democratic Services, Head of Organisational Development, Policy & Communications, Head of Finance, Planning & Resources, Inverclyde Health and Social Care Partnership, Ms A Edmiston and Mr M Thomson (Finance Services) Mr C MacDonald, Ms D Sweeney, Ms Carol Craig-McDonald and Mr M Hughes (Legal & Democratic Services), Service Manager Corporate Policy, Performance and Partnerships, Revenues and Benefits Manager, ICT & Customer Service Manager and Service Manager Communications, Tourism and Health & Safety.

This meeting was held at the Municipal Buildings, Greenock with Councillors McCormick, McGuire and Moran attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.**

**528 Apologies, Substitutions and Declarations of Interest 528**

No apologies for absence were intimated.

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 4 (Finance Services Update) – Councillor McCluskey and Councillor Robertson.

**529 2022/23 Policy & Resources Committee and General Fund Revenue Budget Update as at 30 September 2022 529**

There was submitted a report by the Interim Director Finance & Corporate Governance, Corporate Director Education, Communities & Organisational Development and the Chief Executive advising the Committee of (1) the 2022/23 Committee Revenue Budget projected position at 30 September 2022, (2) the overall General Fund Revenue Budget projection as at 30 September 2022, and (3) the position of the General Fund Reserve.

**Decided:**

- (1) that the current projected overspend for 2022/23 of £2,592,000 as at 30 September 2022 within the Committee's Budget be noted;
- (2) that it be noted that the Interim Director Finance & Corporate Governance and Heads of Service will review areas where non-essential spend can be reduced in order to bring the corporate service element of the budget back on track;
- (3) that the projected 2022/23 surplus of £19,440 for the Common Good Budget be noted;

**POLICY & RESOURCES COMMITTEE – 15 NOVEMBER 2022**

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(4) that the following be noted, (a) the projected overspend of £2,026,000 for the General Fund; and (b) that action will need to be taken as part of the 2023/26 Revenue Budget to bring the unallocated Reserves back to the minimum recommend level of £4.0million to address the underlying budget shortfall; and

(5) that (a) the early implementation of the £10.90 Living Wage rate from 10 November 2022 be approved; and (b) it be noted that the estimated cost of £25,000 will be contained within the 2022/23 service budgets.

**530 Policy & Resources Capital Budget and 2022/25 Capital Programme**

530

There was submitted a report by the Interim Director Finance & Corporate Governance providing the latest position of the Policy & Resources Capital Programme budget and the 2022/25 Capital Programme.

**Decided:**

(1) that the following be noted, (a) the current position of the 2022/25 Policy & Resources Capital Budget; and (b) the current position of the 2022/25 Capital Programme;

(2) that the ongoing pressure being experienced with regards to the cost/availability of materials and the impact this continues to have on the delivery of the 2022/25 Capital Programme be noted;

(3) that it be noted that officers have commenced compiling the draft 2023/26 Capital Program which will be considered as part of the overall Budget in February 2023; and

(4) that the use of emergency powers delegated to the Chief Executive to issue an acceptance for the general building work contract associated with the installation of the new cremator units at the Greenock Crematorium be noted.

**531 Finance Services Update**

531

There was submitted a report by the Interim Director Finance & Corporate Governance providing (1) the annual updates in respect of Governance of External Organisations and the Insurance Fund, and (2) the regular updates covering Revenues & Benefits and ICT/Digital Strategies.

Councillors McCluskey and Robertson declared connections in this item of business. Councillors McCluskey declared a connection as a Trustee of the Greenock Arts Guild Limited and due to a family relation having been cared for in a care home referenced in the report. Councillor Robertson declared a connection as a Trustee of the Greenock Arts Guild Limited and due to a former financial relationship with Stepwell. They also formed the view that the nature of their connections and of the item of business did not preclude their continued presence in the meeting or their participation in the decision making process and were declaring for transparency.

**Decided:**

(1) that the annual update on compliance with the Governance of External Organisations Framework, as detailed in appendix 1, of the report be noted;

(2) that approval be given to (a) the amended External Organisations selection criteria as detailed in appendix 2 of the report; and (b) the list of organisations to be subject to the governance process, as detailed in appendix 3, of the report;

(3) that the annual Insurance Fund update be noted; and

(4) that the contents of the report be noted.

**532 Treasury Management – Mid-Year Report 2022/23**

532

There was submitted a report by the Interim Director Finance & Corporate Governance

**POLICY & RESOURCES COMMITTEE – 15 NOVEMBER 2022**

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(a) advising of the operation of the treasury function and its activities for the first six months of 2022/23 as required under the terms of Treasury Management Practise 6 on “Reporting Requirements and Management Information Arrangements”; and (b) requesting that Committee remits the report to the Full Council for approval.

**Decided:**

- (1) that the contents of the Mid-Year Report on Treasury Management for 2022/23 and the ongoing work to seek to ensure the delivery of financial benefits for the Council during the current uncertainty and beyond be noted; and
- (2) that the report be remitted to the Full Council for approval.

**533 Corporate Policy and Performance Update Report**

**533**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing the Committee with an update on a number of performance and policy matters relating to (1) developments in relation to the Council’s Strategic Planning and Performance Management Framework, (2) self-evaluation within Inverclyde Council and the assessment programme for 2023/24, (3) new life expectancy data published by National Records of Scotland (4) equalities, and (5) use of emergency powers to grant a public holiday for Her Majesty Queen Elizabeth II’s state funeral on Monday 19 September 2022 and payment to school children who qualify for free school meals.

**Decided:**

- (1) that the latest updates in relation to Corporate Policy and Performance be noted; and
- (2) that the submission of a modified Gaelic Language Plan 2022/27 to Bòrd na Gàidhlig for final approval by 23 November 2022 be approved.

**534 Inverclyde Council Annual Performance Report 2021/22**

**534**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking approval for the publication of the Corporate Plan Annual Performance Report 2021/22.

**Decided:** that the publication of the Corporate Plan Annual Performance Report 2021/22 be approved.

**535 Corporate Services Corporate Directorate Improvement Plan Progress Report 2022/23**

**535**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on the status of the Corporate Services improvement actions with the Environment, Regeneration and Resources and Education, Communities and Organisational Development Corporate Directorate Improvement Plans 2022/23.

**Decided:** that the progress made to date in delivering the Corporate Services CDIP improvement actions in year four be noted.

**536 Annual Update – Delivering Differently Programme**

**536**

There was submitted a report by the Interim Director Finance & Corporate Governance (1) providing the annual update on the Council’s change programme, Delivering Differently, and (2) seeking approval for the removal of projects listed on the programme.

**Decided:**

- (1) that (a) the status of the current Delivering Differently Programme be noted; and (b) it be agreed that the five projects marked as complete are now removed from the programme;
- (2) that the following be noted, (a) the New Ways of Working Project Update; (b) the proposal to mothball the James Watt Building from early 2023/24; and (c) that project updates will continue to be presented to the Committee; and
- (3) that the continued inclusion of relevant HSCP projects within the Delivering Differently Programme be approved.

**537 2023/25 Budget Update****537**

There was submitted a report by the Interim Director Finance & Corporate Governance (1) providing an update on the position of the 2023/25 Revenue Budget, (2) seeking agreement of the identified Budget Pressures including inflation, (3) seeking approval for a further group of savings, and (4) providing an update in relation to the estimated funding gap and an anticipated timeline for the announcement for the Draft Local Government Budget Settlement, together with addendum report providing updated information from Procurement Scotland and the Scottish Government received by the Council since the 2023/25 Budget Update report was issued.

**Decided:**

- (1) that (a) approval be given to the Budget Pressures totalling £2.06million as detailed in appendix 2 of the report; and (b) it be noted that Inverclyde Leisure are finalising savings options to significantly reduce their Budget pressure;
- (2) that the requirement to increase the non-pay inflation allowance by £1.3million largely due to the impact of utility, waste disposal and PPP contract cost increases be noted;
- (3) that (a) the savings as detailed in appendix 3 of the report, totalling £635,000, be approved; and (b) it be noted that these savings will count towards the £4.0million pre-Christmas savings target;
- (4) that (a) the proposed date of 15 December for both the Scottish Draft Budget and a Special Council meeting to consider savings and other proposals relating to the 2023/25 Budget be noted; and (b) it be noted that officers will liaise with the Provost to finalise arrangements;
- (5) that the requirement to increase the 2023/24 non-pay inflation allowance by a further £1.1million to £2.4million as details in appendix 1 of the addendum be noted;
- (6) that the overall revised estimated remaining 2023/25 funding gap of £16.3million as detailed in appendix 2 of the addendum be noted; and
- (7) that (a) the contents of the letters dated 1 November 2022 from the Deputy First Minister be noted; and (b) that it be noted that the Members Budget Working Group will consider what opportunities to reduce expenditure in previously ring fenced/directed spend areas this presents to the Council.

**538 Update on Anti-Poverty Interventions 2021-23****538**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development fulfilling a remit from the meeting of the Committee held on 20 September 2022 to provide a report on plans for the utilisation of the Anti-Poverty Fund linked to cost-of-living pressures.

**Decided:**

- (1) that the identified underspend from the current Anti-Poverty initiatives be noted;
- (2) that the proposals from the Anti-Poverty Strategy Group, as detailed in

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paragraph 5.2 of the report, to utilise the identified underspend to support individuals and families be approved;

(3) that delegated authority be granted to the Corporate Director Education, Communities & Organisational Development to allocate £100,000 of funding to projects linked to food insecurity;

(4) that it be noted that officers will develop further proposals after the UK and Scottish Budget announcements in order to utilise the remaining balance in the Anti-Poverty earmarked reserve prior to 31 March 2023; and

(5) that it be remitted to officers to bring a report to a future meeting of the Committee on the activity of Credit Unions within Inverclyde, including consideration of what policies the Council can implement to encourage their use.

**539      Acceptable Use of Information Systems Policy      539**

There was submitted a report by the Head of Legal & Democratic Services seeking approval for an updated version of the Council's Acceptable Use of Information Systems Policy.

**Decided:** that the updated Acceptable Use of Information Systems Policy for the Council be approved.

**540      Complaint Handling Annual Report 1 April 2021 – 31 March 2022      540**

There was submitted a report by the Interim Director Finance & Corporate Governance providing a routine monitoring report on the annual performance of all complaints received and handled by Inverclyde Council, Inverclyde Health and Social Care Partnership, Inverclyde Leisure and Riverside Inverclyde for the period 1 April 2021 to 31 March 2022.

**Decided:**

(1) that the annual performance of the Council's complaint handling procedure be noted; and

(2) that the publication of the Annual Complaint Handling Report on the Council's website be approved.

**541      Freedom of Information Annual Report 2021      541**

There was submitted a report by the Interim Director Finance & Corporate Governance providing a routine monitoring report on Freedom of Information requests received by the Council during the period 1 January – 31 December 2021

**Decided:**

(1) that the information provided in relation to Freedom of Information requests received by the Council during 2021 be noted; and

(2) that the publication of the annual performance report on the Council's website be approved.

**542      Workforce Information and Activity Report (WIAR) 2021/22      542**

There was submitted a report by the Head of Organisational Development, Policy & Communications advising of key workforce information and activity for the year 1 April 2021 to 31 March 2022.

**Decided:** that the contents of the Workforce Information and Activity Report for 2021/22, as detailed in appendix 1, of the report, be noted.

543 **Procurement Strategy 2022/25 – Social Value Policy – Remit from Environment & Regeneration Committee** 543

There was submitted a report by the Head of Legal & Democratic Services requesting the Committee consider a remit from the Environment & Regeneration Committee of 27 October 2022 in relation to the Procurement Strategy 2022/25 – Social Value Policy  
**Decided:** that the Procurement Strategy 2022/25 – Social Value Policy be approved.

**LOCAL POLICE & FIRE SCRUTINY PANEL – 17 NOVEMBER 2022**

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**Local Police & Fire Scrutiny Panel**

**Thursday 17 November 2022 at 3pm**

**Present:** Provost McKenzie, Councillors Brennan, Clocherty, Crowther, McGuire, Cassidy (for Moran), Reynolds and Wilson.

**Chair:** Councillor Wilson presided.

**In attendance:** Corporate Director Education, Communities & Organisational Development, Head of Culture, Communities and Educational Resources, Mr R Scullion (Culture, Communities and Educational Resources), Mr M McNab and Ms R Dillon (Public Protection), Mr D Keenan (for Head of Legal & Democratic Services), Ms L Carrick, Mr C MacDonald and Ms K MacVey (Legal & Democratic Services) and Mr PJ Coulter (for Service Manager Communications, Tourism and Health & Safety).

**In attendance also:** Superintendent L Waddell, Chief Inspector P Cameron and Ms T Winter (Police Scotland) and Area Commander D McCarrey and Group Commander Mark Gallacher (Scottish Fire and Rescue Service).

The meeting was held at the Municipal Buildings, Greenock with Councillors Brennan, McGuire and Reynolds attending by video-conference.

**The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Panel.**

**544 Apologies, Substitutions and Declarations of Interest**

**544**

Apologies for absence were intimated on behalf of Councillor Moran, with Councillor Cassidy substituting, and Councillors Daisley, Law and Quinn.

No declarations of interest were intimated.

**545 Scottish Fire and Rescue Service Performance Report**

**545**

There was submitted a report on the performance and activities of the Scottish Fire & Rescue Service during the reporting period 1 July 2022 to 30 September 2022.

Prior to reporting on this item, Area Commander McCarrey conveyed appreciation and thanks to Chief Inspector Cameron on his last Panel meeting and, on behalf of the Scottish Fire and Rescue Service, wished him well.

Group Commander Gallacher thanked Inverclyde Council and colleagues at Police Scotland, acknowledging the positive working relationships leading up to and including Bonfire Night, which passed without incident.

Group Commander Gallacher noted that, due to a rise in the cost of living, it is anticipated that the public may look at alternative ways to heat and light their homes. He advised that work is currently being undertaken to raise awareness and to provide information to partner agencies and the community to promote public safety.

Councillor Crowther asked if the Scottish Fire and Rescue Service provided advice to schools on water safety during the winter. Group Commander Gallacher advised that winter safety leaflets will be circulated to schools.

**Decided:** that the information contained in the report be noted.

**LOCAL POLICE & FIRE SCRUTINY PANEL – 17 NOVEMBER 2022**

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**546 Police Scotland Performance Report**

**546**

Prior to discussion of this item, the Convener welcomed to the meeting Ms L Waddell, the newly appointed Chief Superintendent. The Convener also conveyed his appreciation and thanks on behalf of the Scrutiny Panel and previous Convenor Councillor McVey to Chief Inspector Cameron on his last meeting. The Convener wished Chief Inspector Cameron well for the future.

There was submitted a report on the performance and activities of Police Scotland during the reporting period 1 April 2022 to 31 August 2022. During the course of discussion on this item Chief Inspector Cameron advised that Exclusion Zones have been introduced in Inverclyde which aim to keep repeat shoplifting offenders away from certain areas. Chief Inspector Cameron also advised Members that all Community Police Officers in Inverclyde have completed their Naloxone training and are equipped with Naloxone kits. He added that training will be rolled out to CID and Response Officers.

**Decided:** that the information contained in the report be noted.

**547 Local Police and Fire Scrutiny Panel Update Report**

**547**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on current and emerging issues relating to Police Scotland and Scottish Fire & Rescue Services.

Councillor Reynolds left the meeting during consideration of this item.

**Decided:** that the current and emerging issues relating to Police and Fire & Rescue matters be noted.

**It was agreed in terms of Section 50 (A) (4) of the Local Government (Scotland) Act 1973 as amended that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in Paragraphs, 8, 9 and 12 of Part 1 of Schedule 7 (A) of the Act.**

**548 Public Space CCTV Contract**

**548**

There was submitted a report by the Interim Director Environment & Regeneration providing an update on ongoing issues around the Public Space (CCTV) contract.

**Decided:** that the current position regarding the Public Space CCTV contract be noted, and that a further update will be provided.