



North Ayrshire Council
Comhairle Siorrachd Àir a Tuath

North Ayrshire Council Meeting

13 December 2023

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AYRSHIRE SHARED SERVICES JOINT COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 9 JUNE 2023 AT 1000 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

MEMBERS PARTICIPATING: Councillors Douglas Reid, Barry Douglas and Neil Watts (all East Ayrshire Council); Councillors Alec Clark, Bob Pollock, William Grant and Philip Saxton (all South Ayrshire Council); and Councillor Marie Burns (North Ayrshire Council).

ALSO PARTICIPATING: Kevin Braidwood, Head of Roads; Craig Knappe, Strategic Manager: Roads; and Theresa Mackin, Business Support Manager (all Ayrshire Roads Alliance); Carol Boyd, Service Lead - Risk and Safety; and Lesley Jeffery, Civil Contingencies Officer (both Ayrshire Civil Contingencies Team); and Paul Whip, Group Finance Manager (East Ayrshire Council).

ATTENDING: Stuart Nelson, Democratic Services Officer (East Ayrshire Council).

APOLOGIES: Councillor Neal Ingram (East Ayrshire Council); and Councillors Joe Cullinane, Scott Davidson and Tom Marshall (all North Ayrshire Council).

CHAIR: Councillor Douglas Reid, East Ayrshire Council, Chair.

APPOINTMENT OF EAST AYRSHIRE COUNCIL CHAIR

1. Noted, as confirmed by the Democratic Services Officer, East Ayrshire Council, and having regard to the provisions of the Minute of Agreement relating to chairing and administration of the Joint Committee, the appointment of Councillor Douglas Reid, as Chair for the coming year.

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated in relation to the undernoted items of business on the Agenda.

MINUTES OF MEETING HELD ON 2 DECEMBER 2022

3. There was submitted and approved as a correct record, the Minutes of the meeting of the Ayrshire Shared Services Joint Committee of 2 December 2022 (circulated), with no matters arising.

MINUTES OF MEETING HELD ON 19 MAY 2023

4. There was submitted and approved as a correct record, the Minutes of the previous meeting of the Ayrshire Shared Services Joint Committee of 19 May 2023 (circulated), with no matters arising.

AYRSHIRE CIVIL CONTINGENCIES

5. There was submitted a report dated 31 May 2023 (circulated) by the Head of Legal and Regulatory Services, South Ayrshire Council, which advised the Joint Committee on progress made against the current Ayrshire Civil Contingencies Team (ACCT) Service Plan for 2023/2024, and provided an overview of the work of the Team to date.

On the matters having been raised by Members during discussion, the Strategic Lead – Risk and Safety, confirmed the current challenges for the Ayrshire Civil Contingencies Team around staffing resources, and the action and approaches being taken forward in that respect in conjunction with South Ayrshire Council’s Human Resources service, relating to a range of aspects including staff training and development and recruitment and retention, to ensure ongoing operational resilience; and the role of the Team in relation to cyber-attacks, recognising also the responsibilities of service providers and in particular ICT services in that respect.

It was agreed:-

- (i) to approve the progress made against the current work plan for 2023/2024, as highlighted and summarised in the report and outlined in greater detail at Appendix 1;
- (ii) otherwise, to note the contents of the report submitted and the further information provided verbally at the meeting; and
- (iii) to request the Strategic Lead – Risk and Safety to arrange a briefing session for Elected Members serving on the Joint Committee on key aspects of the Ayrshire Civil Contingencies Team.

Councillor Marie Burns (North Ayrshire Council), and the Strategic Lead – Risk and Safety and the Civil Contingencies Officer all left the meeting at this point.

UPDATE ON PERFORMANCE SCORECARD

6. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on progress made to date against the Performance Scorecard.

On the matter having been raised, the Head of Roads and the Business Support Manager, Ayrshire Roads Alliance, confirmed that so far during the current financial year, 100% of Priority 1 Road Emergency defects had been made safe within the two hour target time, within both East Ayrshire and South Ayrshire.

It was agreed:-

- (i) to note the Performance Scorecard presented in the report;
- (ii) to continue to receive Performance Scorecard updates; and
- (iii) otherwise, to note the contents of the report.

RISK REPORT AND REGISTER

7. There was submitted a report dated 29 May 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance, which advised the Joint Committee on the management of risk associated with the Ayrshire Roads Alliance.

It was agreed:-

- (i) to note the Risk Register presented in the report;
- (ii) to continue to receive updates on progress; and
- (iii) otherwise, to note the contents of the report.

ROADWORKS PROGRAMME 2023/24

8. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the progress of work through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2023/24.

On the matters having been raised during discussion, the Head of Roads: Ayrshire Roads Alliance confirmed, as follows:-

- that it would not be possible to utilise sediment dredged from Girvan Harbour to replenish Girvan Golf Course beach due to contamination of such material through the build-up over time of contaminants from paints from vessels using the harbour; sediment dredged would require to be disposed of at a licensed depository, however, it was not anticipated that this would result in any delays in progressing with the dredging works;
- withdrawal by the Scottish Government of £4m in timber transport subsidy to Forestry and Land Scotland, which it is considered is likely to have implications for parts of the Ayrshire Roads Alliance roads network; a further meeting of the Timber Transport Group is due to take place next month when matters would be considered further;
- work was due to commence shortly on the installation of a pedestrian crossing and road widening at Grougar Road, Crookedholm; and he would advise the start date to Councillor Douglas following the meeting;
- a meeting to take place next week between representatives of Ayrshire Roads Alliance and Sustrans at which consideration would be given to resourcing/supporting appropriate staffing levels to enable the Active Travel Hubs in Kilmarnock and Ayr to continue to operate, following a reduction in funding for that purpose from Smarter Choices, Smarter Places budgets;
- that, notwithstanding recruitment difficulties being experienced nationally in certain professional areas, and some vacancies within the service at the present time, it is considered that Ayrshire Roads Alliance is sufficiently staffed to be able to deliver currently approved programmes and projects going forward, recognising that there may be the need in some circumstances to use external consultancy services;
- that he would advise Councillor Reid following the meeting on progress with commissioning of the recently installed public electric vehicle charging points at Sturrock Street, Kilmarnock and repair of the public electric vehicle fast charging point at Portland Street, Kilmarnock which had been vandalised; and
- on the matter having been raised by Councillor Clark, that he would investigate the feasibility of the provision of a public electric vehicle charging point in Colmonell, either within the Pan Ayrshire EV charging strategy, or through additional funding available from the Scottish Government for such purposes.

It was agreed:-

- (i) to note the Ayrshire Roads Alliance programmed works for 2023/24; and
- (ii) otherwise, to note the contents of the report, and the further information provided verbally at the meeting.

ROADS ASSET MANAGEMENT PLAN 2023 - 2028

9. There was submitted a report dated 29 May 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance which sought approval from the Joint Committee for the Roads Asset Management Plan 2023 - 2028 for the road networks of East and South Ayrshire.

It was agreed:-

- (i) to approve the Roads Asset Management Plan 2023 – 2028, as set out within Appendix 1 of the report;
- (ii) that amendments and updates to the Plan be reported to future meetings of the Joint Committee; and
- (iii) otherwise, to note the contents of the report.

UPDATE ON ASH DIEBACK

10. There was submitted a report dated 29 May 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance which updated the Joint Committee on Ash Dieback Surveys across the road network of East and South Ayrshire.

On the matters having been raised, the Head of Roads: Ayrshire Roads Alliance confirmed that the current level of staffing resources within both East and South Ayrshire in relation to arboriculturalist services for the roads network is appropriate, however, acknowledging that both authorities had recognised the need for additional resources for such services in respect of those areas not included within the roads network provision and were progressing matters; and work ongoing to identify possible opportunities for income generation from the sale or other use of felled trees.

It was agreed:-

- (i) to note the detailed survey information provided within Appendices 1 and 2 of the report;
- (ii) that progress updates be provided to future meetings of the Joint Committee; and
- (iii) otherwise, to note the content of the report and the further information provided at the meeting.

DATE OF NEXT MEETING

11. Noted that the next meeting of the Joint Committee would take place on Friday 1 September 2023, commencing at 1000 hrs in the Sir Alexander Fleming Room, Council Headquarters, London Road, Kilmarnock/by Microsoft Teams.

The meeting terminated at 1045 hours.

AYRSHIRE ECONOMIC JOINT COMMITTEE

MINUTES OF MEETING HELD ON MONDAY 7 AUGUST 2023 AT 1049 HRS IN THE COUNCIL CHAMBERS, EAST AYRSHIRE COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

PRESENT: Councillors Douglas Reid, Clare Maitland and Maureen McKay, East Ayrshire Council; Councillor Anthony Gurney, North Ayrshire Council; Councillors Martin Dowey, William Grant and Bob Pollock, South Ayrshire Council; Angela Cox, Ayrshire College; and Paul Zealey, Skills Development Scotland.

ATTENDING: Eddie Fraser, Chief Executive; Dougal Watt, Senior Auditor; Graham Saunders, Interim Strategic Manager and Programme Manager - Ayrshire Growth Deal; Mags Watson, Strategic Manager Economic Development (Interim). all East Ayrshire Council; Craig Hatton, Chief Executive; Neale McIlvanney, Interim Head of Service (Growth, Investment and Employability); Louise Kirk, Head of Service/ Economic Development and Regeneration; Laura Neill, Senior Manager Employability; and Craig Stewart, Committee Services Officer, all North Ayrshire Council; George Hunter, Assistant Director - Communities; and Louise Reid, Assistant Director - Strategic Change; both South Ayrshire Council; and Christine Baillie, Democratic Services Team Leader and Sheryl Wilcox, Democratic Services Officer, both East Ayrshire Council.

APOLOGIES: Councillor Marie Burns, North Ayrshire Council; and Jane Martin, Scottish Enterprise.

CHAIR: Councillor Douglas Reid, Chair.

PREVIOUS MINUTES

1. There were submitted (circulated) and approved as a correct record, the Minutes of the meeting held on 26 June 2023, with no matters arising.

AUDIT SCOTLAND: "SCOTLAND'S CITY REGION AND GROWTH DEALS - PROGRESS OF THE 2020 AUDIT REPORT RECOMMENDATIONS", JUNE 2023

2. There was submitted and noted a report (circulated) by the Head of Economic Growth, East Ayrshire Council which informed members of Audit Scotland's publication of a follow-up report on Scottish Growth Deals, focussing on issues relevant to the Ayrshire Growth Deal.

AYRSHIRE REGIONAL REVENUE PROJECT - AYRSHIRE SKILLS INVESTMENT FUND

3. There was submitted a report (circulated) by the Chief Executive, North Ayrshire Council which sought approval of the draft Full Business Case for the Ayrshire Growth Deal Ayrshire Skills Investment Fund (ASIF), subject to final endorsement of the Scottish Government. The Draft Full Business Case was attached as Appendix 1 to the report.

It was agreed:

- (i) to note the content of the draft Full Business Case (FBC);

- (ii) to delegate authority to the Chief Executive (North Ayrshire Council) to approve the FBC and agree the implementation of the ASIF subject to modifications to the business case to secure Scottish Government endorsement; and
- (iii) to note agreed governance arrangements had been implemented, which created the AEJC Sub-Committee, with delegated authority to award the fund.

CHAIR'S REMARKS

4. The Chair advised that the Chairing of the Committee and the administrative arrangements would rotate to North Ayrshire Council from 1 September 2023

The meeting terminated at 1053 hrs.

AYRSHIRE SHARED SERVICES JOINT COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 1 SEPTEMBER 2023 AT 1010 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

MEMBERS PARTICIPATING: Councillors Douglas Reid, Barry Douglas, Jim McMahon and Neil Watts (all East Ayrshire Council); and Councillors Alec Clark, Craig Mackay and Philip Saxton (all South Ayrshire Council).

ALSO PARTICIPATING: Kevin Braidwood, Head of Roads; Craig Knappe, Strategic Manager: Roads; Theresa Mackin, Business Support Manager; and Laura Campbell, Strategic Lead - Transport (all Ayrshire Roads Alliance); and Eilidh Mackay, Chief Auditor; Dougal Watt, Senior Auditor; and Paul Whip, Group Finance Manager (all East Ayrshire Council).

ATTENDING: Stuart Nelson, Democratic Services Officer (East Ayrshire Council).

APOLOGIES: Councillor Bob Pollock, South Ayrshire Council.

CHAIR: Councillor Douglas Reid, East Ayrshire Council, Chair.

CHAIR'S REMARKS

1. The Chair welcomed all participants to the meeting, particularly Councillor Jim McMahon, who was attending his first meeting of the Ayrshire Shared Services Joint Committee, having been appointed as one of the East Ayrshire Council Elected Member representatives, replacing Councillor Neal Ingram.

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated in relation to the undernoted items of business on the Agenda.

REVENUE FINANCIAL MONITORING REPORT

3. There was submitted a report (circulated) by the Chief Financial Officer and Head of Finance and ICT which updated the Joint Committee on the revenue budget monitoring position for the year to 31 March 2023, for the Ayrshire Roads Alliance and also the budget for 2023-24.

It was agreed:-

- (i) to note the financial management position of the Ayrshire Roads Alliance for 2022-23;
- (ii) to note details of the 2023-24 Ayrshire Roads Alliance Revenue Budget;
- (iii) arising from discussion, to note, as explained by the Head of Roads, current difficulties in recruiting professional staff and roadworkers, the implications of that for service delivery and the need for careful management of workforce resources; however acknowledging that these are aspects which are similarly impacting on local authorities, agencies and private sector operators on a national basis, and recognising the recent appointment of six Modern Apprentices within the professional services side of ARA and development of the trainee programme for roadworkers;

- (iv) following on from (iii), above, to note that the Head of Roads would liaise with colleagues within People and Culture with regard to the potential to incorporate a local focus when advertising job vacancies within ARA, in addition to the current marketing of vacancies through MJS;
- (v) to request a further financial update at the next meeting of the Joint Committee; and
- (vi) otherwise, to note the contents of the report.

INTERNAL AUDIT ANNUAL UPDATE REPORT

4. There was submitted a report (circulated) by the Chief Auditor which provided, for noting, an update on internal audit work for the Ayrshire Roads Alliance (ARA).

It was agreed:-

- (i) to note the positive assurance outcomes regarding the Internal Audit function from both external audit and the recent independent External Quality Assessment (EQA), as laid out at paragraphs 10-11 of the report, ensuring that Committee can trust in the work of Internal Audit;
- (ii) to note the outcomes of Internal Audit work for ARA from inception as summarised at paragraph 13 and detailed at Appendix 1 of the report;
- (iii) to note the Chief Auditor's ongoing annual opinion of reasonable assurance for East Ayrshire Council (EAC) as laid out at paragraph 14 of the report;
- (iv) to note the ARA items included in the 2023/24 EAC Internal Audit plan as noted at paragraph 15 of the report; and
- (v) otherwise, to note the contents of the report.

UPDATE ON PERFORMANCE SCORECARD

5. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee regarding the progress made to date against the Performance Scorecard.

It was agreed:-

- (i) to note the Performance Scorecard presented in the report;
- (ii) arising from discussion, to note that the Head of Roads would consider the potential for the future reporting to this Committee on the condition of urban roads;
- (iii) to continue to receive Performance Scorecard updates; and
- (iv) otherwise, to note the contents of the report.

RISK REPORT AND REGISTER

6. There was submitted a report dated 28 August 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the management of risk associated with the Ayrshire Roads Alliance.

It was agreed:-

- (i) to note the Risk Register presented in the report;

- (ii) to continue to receive updates on progress; and
- (iii) otherwise, to note the contents of the report.

ROADWORKS PROGRAMME 2023/24

7. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the progress of work through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2023/24.

It was agreed:-

- (i) with regard to the Active Travel Hubs in Kilmarnock and Ayr, to note, as advised by the Head of Roads, recent progress in relation to revised arrangements for resourcing and delivery of same through and by ARA going forward, which was very much welcomed by the Joint Committee with the hope for an outcome that will see continuation of the operation of the Hubs, particularly given the considerable value of the initiative within the two towns thus far;
- (ii) to note information provided verbally at the meeting by the Head of Roads and the Strategic Manager – Roads in response to matters having been raised by Members in relation to works at specific locations featured within the Roadworks Programme/other; and that the officers would provide similar information following the meeting with regard to other programmed works/other to the Elected Members concerned;
- (iii) on the matters having been raised during discussion, to note, as confirmed by the Head of Roads (a) that part of the additional funding of £1m made available by South Ayrshire Council under the Wards Initiative would be utilised for the main arterial routes at Ayr, Prestwick and Troon; and that, in addition, works were being programmed to certain of the main roads in and around Troon as part of the Roadworks Programme next year, in advance of the British Open Golf Championship at Royal Troon in July 2024; (b) considerations around the poor condition of some carriageways and footpaths within residential areas, the maintenance and repair of same, including temporary emergency repairs where required, and additional resources being made available for footways in East Ayrshire; (c) current considerations around the nature of works required at Girvan South Pier and timescales; and (d) that he was happy to arrange walk rounds with any of the Elected Members of East and South Ayrshire Councils in respect of any concerns which they may have with regard to aspects of the road and footpath network within their respective Wards;
- (iv) otherwise, to note the Ayrshire Roads Alliance programmed works 2023/24; and
- (v) otherwise, to note the contents of the report.

IMPROVEMENT ACTION PLAN

8. There was submitted a report dated 14 August 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the management of the Improvement Action Plan by the Ayrshire Roads Alliance.

It was agreed:-

- (i) to note the Improvement Action Plan presented in the report;

- (ii) to note the Improvement Action Plan presented in the report for Fleet Management (East Ayrshire only);
- (iii) to continue to receive updates on progress; and
- (iv) otherwise, to note the contents of the report.

WINTER SERVICE REVIEW PROGRESS REPORT

9. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee regarding the Review of the Winter Service.

It was agreed:-

- (i) to note improvements introduced for 2022/23 Winter Season;
- (ii) to acknowledge ongoing improvements;
- (iii) to note, as explained by the Head of Roads, and on the matter having been raised, the arrangements in place with regard to the provision of winter servicing at new build housing developments; and
- (iii) to note winter and other emergencies funding levels in relation to current levels of service.

CARBON MANAGEMENT STRATEGY

10. There was submitted a report dated 14 August 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee of the Carbon Management Strategy by the Ayrshire Roads Alliance.

It was agreed:-

- (i) to approve the Carbon Management Strategy presented in the report;
- (ii) to continue to receive updates on progress with the Strategy; and
- (iii) otherwise, to note the contents of the report.

DEVELOPMENT CONTROL UPDATE - ROAD BONDS

11. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which updated the Joint Committee on the current position regarding road bonds held by the Ayrshire Roads Alliance on behalf of East Ayrshire and South Ayrshire Councils.

It was agreed:-

- (i) to note the position regarding road bonds currently held by the Ayrshire Roads Alliance on behalf of East Ayrshire Council and South Ayrshire Council;
- (ii) to note the outcome and actions from an internal audit of road bonds;
- (iii) that progress updates be provided to future meetings of the Joint Committee on an annual basis; and
- (iv) otherwise, to note the contents of the report.

The meeting terminated at 1134 hours.

Ayrshire Economic Partnership Board 7 September 2023

At a Meeting of the Ayrshire Economic Partnership Board at 1.00 p.m. involving participation by remote electronic means.

Present

Councillors Marie Burns and Anthony Gurney (North Ayrshire Council); Douglas Reid, Iain Linton and Maureen McKay (East Ayrshire Council); and Martin Dowe and William Grant (South Ayrshire Council).

In Attendance

C. Hatton, N. McIlvanney and L. Kirk (North Ayrshire Council); D. McDowall, E. Mackay, P. Davies and D. Watt (East Ayrshire Council); G. Hunter, L. Reid, D. Yuille and S. Yeardley (South Ayrshire Council); R. Phillips (Scottish Government); D. McCrindle (Scottish Enterprise); A. Cox (Ayrshire College); J. Mone (University of West of Scotland); A. Dobson (Taste of Arran); S. Foster (Spirit AeroSystems); H. Kuboyama (Federation of Small Businesses); M. Roughhead (Visit Scotland); C. Baird (Ayrshire Chamber of Commerce); S. Crauford (Craufurdland Country Estate); C. Stewart and H. Clancy (North Ayrshire Council).

Apologies

Councillor Bob Pollock (South Ayrshire Council) and Stephen Canning, substitute (East Ayrshire Council), Katie Hutton (Skills Development Scotland), Russell McCutcheon (North Ayrshire Council), Eddie Fraser and Graham Saunders (East Ayrshire Council), Eileen Howat (South Ayrshire Council), Paul Zealey (Skills Development Scotland), Gillian Docherty (University of Strathclyde), Christine Johnstone (Scottish Government) and Milan Radosavljevic (University of the West of Scotland).

Chair

Councillor Douglas Reid in the Chair (for first item of business only). Councillor Marie Burns, thereafter.

1. Appointment of Chair

It was agreed, subject to approval of the Joint Committee, to appoint Councillor Marie Burns (North Ayrshire Council) as Chair of the Ayrshire Economic Partnership Board for the period from September 2023 to 31 August 2024.

Councillor Burns took the Chair at this point in the meeting and thanked Councillor Douglas Reid, for starting off proceedings and for his hard work and diligence as previous Chair of both the Ayrshire Economic Joint Committee and Partnership Board.

2. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors

3. Minutes

The Minutes of Special meeting of the Partnership Board held on 7 August 2023 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

4. AGD Internal Audit Annual Report 2022/23

Submitted report by the Chief Auditor (East Ayrshire Council) providing for noting an annual report on internal audit activity in line with obligations laid out in Ayrshire Growth Deal (AGD) Governance Document.

The Partnership Board agreed to (a) note and endorse the Internal Audit Annual Report 2022/23; and (b) the report being submitted for consideration at the next Ordinary meeting of the Ayrshire Economic Joint Committee (AEJC), noting the statutory context at paragraph 3 within the report which the internal audit function operated including freedom from limitations on the scope of work including reporting.

5. AGD Internal Audit Plan 2023/24

Submitted report by the Chief Auditor (East Ayrshire Council) providing for noting an annual consolidated internal audit plan in line with obligations laid out in Ayrshire Growth Deal (AGD) Governance Document.

The Partnership Board agreed to (a) note and endorse the Internal Audit Annual Plan 2023/24; and (b) the report being submitted for consideration at the next Ordinary meeting of the Ayrshire Economic Joint Committee (AEJC), noting the statutory context at paragraph 6 where AGD assignments are formally approved within the individual Council's internal audit plans.

6. Ayrshire Growth Deal Programme Risk Register Update (August 2023)

Submitted report by the Chief Auditor (East Ayrshire Council) providing for noting an annual consolidated internal audit plan in line with obligations laid out in Ayrshire Growth Deal (AGD) Governance Document.

Members asked questions and were provided with further information in relation to:-

- the scoring in the first column of Appendix 1 under 'Risk' which required an update to the narrative, to reflect the up-to-date position in relation to the Proposed Matrix and Score.

The Partnership Board agreed the content of the report, subject to an amendment to the first column of Appendix 1 (as referred to above), and recommended approval to the Ayrshire Economic Joint Committee for the updated Programme Risk Register dated August 2023.

7. Ayrshire Growth Deal - Programme Update

Submitted report by the Head of Economic Growth (East Ayrshire Council) on the programme of the Ayrshire Growth Deal and the development of its component projects as at 25 August 2023 (Appendix 1).

The Partnership Board agreed the content of the report and recommended approval to the Ayrshire Joint Committee to (a) note (i) the updates provided in the report, (ii) the progress across the Ayrshire Growth Deal Programme, and (iii) actions to address anticipated slippage of business case milestones and risk to financial drawdown.

8. Exclusion of the Public – Paras 9 & 10

The Partnership Board resolved in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public for the following items of business on the grounds indicated in terms of Paragraphs 9 & 10 of Part 1 of Schedule 7A of the Act.

9. Ayrshire Growth Deal Spaceport delivery proposals

Submitted report by the Assistant Director – Strategic Change (South Ayrshire Council) on the above.

Following questions and discussion, the Partnership Board agreed to endorse the recommendations in the report.

10. Ayrshire Growth Deal Subsea Cable and Infill projects re-scoping proposal

Submitted report by the Assistant Director – Strategic Change (South Ayrshire Council) on the above.

Following questions and discussion, the Partnership Board agreed to endorse the recommendations in the report.

The meeting ended at 2.20 p.m.

Ayrshire Economic Partnership Board
18 September 2023

At a Special Meeting of the Ayrshire Economic Partnership Board at 10.00 a.m. involving participation by remote electronic means.

Present

Councillors Marie Burns and Anthony Gurney (North Ayrshire Council); Iain Linton and Maureen McKay (East Ayrshire Council); and Martin Dowe and Bob Pollock (South Ayrshire Council).

In Attendance

Russell McCutcheon, N. McIlvanney, L. Kirk, E. McMullen and A. Finlayson (North Ayrshire Council); J. McLachlan, D. McDowall and D. Watt (East Ayrshire Council); G. Hunter (South Ayrshire Council); R. Phillips (Scottish Government); S. Foster (Spirit AeroSystems); D. McCrindle (Scottish Enterprise); A. Cox (Ayrshire College); P. Zealey (Skills Development Scotland); C. Baird (Ayrshire Chamber of Commerce); A. Dobson (Taste of Arran); Milan Radosavljevic (University of the West of Scotland). S. Foster (Spirit AeroSystems); C. Baird (Ayrshire Chamber of Commerce); C. Stewart and S. Wilson (North Ayrshire Council).

Apologies

Councillors Douglas Reid (East Ayrshire Council) and William Grant (South Ayrshire Council), Craig Hatton (North Ayrshire Council), Eddie Fraser and Graham Saunders (East Ayrshire Council), Louise Reid (South Ayrshire Council), Gillian Docherty (University of Strathclyde), Christine Johnstone (Scottish Government), H. Kuboyama (Federation of Small Businesses); J. Mone (University of West of Scotland) and M. Roughhead (Visit Scotland).

Chair

Councillor Marie Burns in the Chair.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors

2. Ayrshire Regional Economic Strategy Delivery Plan

Submitted report by the Executive Director, Place (North Ayrshire Council) requesting the Partnership Board to: (a) endorse the draft Year One Delivery Plan provided at Appendix One to the report; (b) agree to the submission of the Delivery Plan to the Ayrshire Economic Joint Committee for approval; and (c) receive further reports for future years of the Delivery Plan.

The Partnership Board received a presentation on the Ayrshire Regional Economic Strategy Delivery Plan, which included the draft One Year Delivery Plan as set out in Appendix One to the report.

Members asked questions and were provided with further information in relation to:-

- the timeline on the Regional Intelligence Hub and who would host that;
- the resourcing of the draft Year One Delivery Plan in view of the large number of actions and sub-actions contained therein; and
- the existing activities the Delivery Plan referred to including the workstreams that they reported to.

The Partnership Board agreed to (a) endorse the draft Year One Delivery Plan provided at Appendix One to the report; (b) the submission of the Delivery Plan to the Ayrshire Economic Joint Committee for approval; and (c) receive further reports for future years of the Delivery Plan.

The meeting ended at 10.40 a.m.

Ayrshire Economic Joint Committee
18 September 2023

At a Special Meeting of the Ayrshire Economic Joint Committee at 11.00 a.m. involving participation by remote electronic means.

Present

Councillors Marie Burns and Anthony Gurney (North Ayrshire Council); Iain Linton and Maureen McKay (East Ayrshire Council); and Martin Dowe and Bob Pollock (South Ayrshire Council).

In Attendance

Russell McCutcheon, N. McIlvanney, L. Kirk, E. McMullen and A. Finlayson (North Ayrshire Council); D. McDowall and D. Watt (East Ayrshire Council); E. Howat and G. Hunter (South Ayrshire Council); S. Foster (Spirit AeroSystems); D. McCrindle (Scottish Enterprise); A. Cox (Ayrshire College); P. Zealey (Skills Development Scotland); C. Stewart and S. Wilson (North Ayrshire Council).

Apologies

Councillors Douglas Reid (East Ayrshire Council) and William Grant (South Ayrshire Council), Craig Hatton (North Ayrshire Council), Eddie Fraser and Graham Saunders (East Ayrshire Council) and Jane Martin (Scottish Enterprise).

Chair

Councillor Marie Burns in the Chair.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors

2. Ayrshire Regional Economic Strategy Delivery Plan

Submitted report by the Executive Director, Place (North Ayrshire Council) requesting approval of the Joint Committee to: (a) agree the draft Year One Delivery Plan provided at Appendix One to the report; and (b) receive further reports for future years of the Delivery Plan.

The Joint Committee noted the terms and content of the presentation on the Ayrshire Regional Economic Strategy Delivery Plan, which was made at the immediately preceding meeting of the Ayrshire Economic Partnership Board.

The Joint Committee agreed to (a) approve the draft Year One Delivery Plan provided at Appendix One to the report; and (b) receive further reports for future years of the Delivery Plan.

The meeting ended at 11.10 a.m.



North Ayrshire Health and Social Care Partnership
Minute of Integration Joint Board meeting held on
Thursday 12 October 2023 at 10.00 a.m.
involving participation by remote electronic means and physical attendance
within the Council Chambers, Irvine.

Present (Physical Participation)

Voting Members

Councillor Margaret Johnson, North Ayrshire Council (Chair)
Joyce White, NHS Ayrshire and Arran (Vice-Chair)
Tom Hopkins, NHS Ayrshire and Arran

Professional Advisers

Caroline Cameron, Director of Health and Social Care Partnership
Paul Doak, Head of Service (HSCP Finance and Transformation)/Section 95 Officer
Thelma Bowers, Mental Health Adviser
Scott Hunter, Chief Social Work Officer
Darren Fullarton, Associate Nurse Director/IJB Lead Nurse
Sharon Hackney, Lead Allied Health Professional
Elaine Young, Public Health Representative
Leigh Whitnall, Head of Psychological Specialties

Stakeholder Representatives

Louise McDaid, Staff Representative (North Ayrshire Council)/Chair, North Coast
Locality Forum

Present (Remote Participation)

Voting Members

Councillor Anthea Dickson, North Ayrshire Council
Christie Fisher, NHS Ayrshire and Arran
Marc Mazzucco, NHS Ayrshire and Arran

Professional Advisers

Victor Chong, Acute Services Representative

Stakeholder Representatives

Pamela Jardine, Carers Representative
Vicki Yuill, Third Sector Representative

In Attendance (Physical Participation)

Elizabeth Stewart, Interim Head of Service (Children, Families and Criminal Justice)
Eleanor Currie, Manager, HSCP
Kerry Logan, Head of Service (Health and Community Care)
Karen Andrews, Team Manager HSCP
Shannon Wilson, Committee Services Officer

Hayley Clancy, Committee Services Officer

In Attendance (Remote Participation)

Michelle Sutherland, Partnership Facilitator, HSCP
Raymond Lynch, Senior Manager Legal Services

Apologies

Councillor Timothy Billings, North Ayrshire Council
Councillor Robert Foster, North Ayrshire Council

1. Apologies for Absence

Apologies for absence were noted.

2. Declarations of Interest

There were no declarations of interest in terms of Standing Order 7.2 and Section 5.14 of the Code of Conduct for Members of Devolved Public Bodies.

3. Minutes

The accuracy of the Minutes of the meeting held on 24 August 2023 were confirmed and the Minutes signed in accordance with Paragraph 7(10 of Schedule 7 of the Local Government (Scotland) Act 1973.

3.1 Matters Arising from the Action Note

Updates in terms of the Action Note were detailed as follows: -

- **Implementation of the National CAMHS and Neurodevelopmental Specifications** – Verbal update by Thelma Bowers on the agenda for the meeting and formal report to be presented to IJB in November 2023.
- **Director's Report** – Update to a future meeting regarding commissioned services – Scheduled for November 2023.
- **New Carer Strategy & Investment in Services for Unpaid Carers in North Ayrshire** - Regular updates will be provided at key points with a formal 6 monthly formal report scheduled into IJB planner.
- **Dental Services** - Update scheduled for Spring 2024.

4. Director's Report

Submitted report by Caroline Cameron, Director (NAHSCP) on the developments within the North Ayrshire Health and Social Care Partnership.

The report provided an update on the following areas: -

- the first annual progress report in relation to My Health, My Care, My Home, the healthcare framework for adults living in care homes. The report highlighted a number of examples of how the vision and recommendations were being implemented by Health Boards, HSCP and the wider sector to improve outcomes for people living in care homes;
- the recent Audit Scotland report for the Auditor General of Scotland and the Accounts Commission on Access to Mental Health Services highlighting that accessing mental health services in Scotland remain slow and complicated for many people;

- the final report for the independent review of Inspection, Scrutiny and Regulation of Social Care in Scotland has been published and contains 38 recommendations;
- the Scottish Government provided a further update on discussions taking place in relation to the National Care Service Bill. This includes the published reports from the summer regional co-design events, discussions held with local government, NHS and Trade Unions and the Rights to breaks for carers;
- Staff from across North Ayrshire HSCP were joined by colleagues from NHS A&A, East and South HSCPs, Third Sector and wider stakeholder partners for a suicide prevention event at Saltcoats Town Hall;
- in 2018 North Ayrshire was one of 6 participating areas for the new Joint Thematic Inspection of ASP. The main objective for the joint inspection was to find out what adult protection partnerships were doing to make adults at risk of harm safe, supported, and protected and to ascertain the effectiveness of this activity. The inspection outcome in 2018 was very positive and provided a degree of assurance over arrangements in North Ayrshire and following the new approach being tested in a small number of areas there is now a rolling programme of inspection across Scotland;
- the new Carers Strategy “Building Caring Communities 2023/25” was formally launched at Ardeer Community Centre, Stevenston;
- the Scottish Mental Health Arts Festival will run this year from Wednesday 4 October to Sunday 22 October;
- Trindlemoss Day Opportunities in Irvine held its first ever festival event ‘TM Fest’;
- MCR Pathways mentoring programme are looking for Mentors in Ardrossan Academy, Auchendarvie Academy, Garnock Community Campus, Greenwood Academy, Irvine Royal Academy and St Matthew’s Academy;
- a group of five unpaid carers enjoyed a trip to the Concert for Caring event at the Royal Concert Hall in Glasgow recently;
- Year 3 of the Communities Mental Health and Wellbeing Fund opened for applications on Thursday 28 September until Friday 10 November; and
- based on national recommendations, the staff winter vaccination programme is open to offer flu and COVID-19 vaccines immediately.

Vicki Yuill gave a verbal update on the Communities Mental Health and Wellbeing Fund Event, which was also the launch of the Third Sector Suicide Prevention Toolkit. The Board noted the Impact Report for Year 1 and Interim Report for Year 2 to a future meeting.

The Board also noted a report would be brought to a future meeting to consider the recommendations in the Audit Scotland report.

Noted.

5. Chief Social Work Officer Annual Report 2022/2023

Submitted report by Scott Hunter, Chief Social Work Officer on the Annual Report required by the Scottish Government. The report set out at Appendix 1, highlights the range of Social Work activity throughout the year and places that in the context of the socioeconomic challenges faced locally.

Members asked questions and were provided with further information in relation to: -

- correlation between reports, sentencing and outcomes; and
- areas the Care Inspectorate did not assess.

The Board noted a report on Justice Services would be brought to a future meeting.

The Board agreed to note (a) the contents of the report and, in particular, the successes and challenges detailed therein; and (b) the skilled and compassionate interventions of our practitioners and managers.

6. 2023 – 2024 Month 3 Financial Performance

Submitted report by Paul Doak, Head of Service (HSCP Finance and Transformation), on the IJB's financial performance as at month 3 (June). Appendix A to the report detailed the Objective Summary as at 30 June 2023, Appendix B provided the financial savings tracker and the budget position was set out at Appendix C.

Members asked questions and were provided with further information in relation to: -

- the costs and pressures associated with young people in residential care that have requested Continuing Care; and
- savings for staffing levels at Anam Cara.

The Board agreed to (a) note (i) the overall integrated financial performance report for the financial year 2023-24 and the current overall projected yearend overspend of £3.859m, (ii) the progress with delivery of agreed savings and (iii) the remaining financial risks for 2023-24; and (b) approve the budget reductions set out at section 2.10 of the report.

7. CAMHS and Neurodevelopmental Update 56:31

The Board received a verbal update by Thelma Bowers, Head of Service (Mental Health). The verbal update included information in relation to: -

- CAMHS specification fully implemented on 1 August and CAMHS achieving an 11 week wait time by January 2024;
- the extreme team for the neurodevelopment specification meeting weekly since May to address the concerns and challenges around neurodevelopment needs for children and young people;
- good response to the consultation survey for both children and adults;
- workshops held to develop the proposals for next steps;
- multi-agency panel pilot in North Ayrshire to consider referrals; and
- the 9 workstreams as part of the extreme team.

Members asked a question and were provided with further information in relation to communications and Locality level workshops and consultations. The Communications Subgroup are currently looking at next steps.

The Board noted a report would be brought to a future meeting.

Noted.

8. HSCP Learning and Development Strategy

Submitted report by Scott Hunter, Chief Social Work Officer on the HSCP Learning & Development Strategy set out at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to: -

- developing the Strategy for all roles and looking the workforce as a whole;
- the Communications plan for the Strategy into schools and colleges; and
- successful case study stories to show people how they can progress.

Noted.

9. Meeting Dates 2024

Submitted report by Caroline Cameron, Director (NAHSCP) on the proposed timetable for meetings of the Integration Joint Board, Performance and Audit Committee and Strategic Planning Group for 2024, set out at Appendix 1 to the report.

The Board agreed to approve the timetable for the meeting for the Integration Joint Board, Performance and Audit Committee and Strategic Planning Group for 2024, set out at Appendix 1 to the report.

10. Urgent and Unscheduled Care Update & North Ayrshire Improvement Plans

Submitted report by Kerry Logan, Head of Service (Health and Community Care) on Urgent and Unscheduled Care, within the North Ayrshire Health and Social Care Partnership's Community Care Services.

Members asked questions and were provided with further information in relation to: -

- pre-noon discharges and the pressure to meet the timescales;
- delayed transfers of care and factors impacting the levels of delayed discharges;
- on the day recruitment events where people can apply and be interviewed on the same day; and
- progress around recharging for delayed discharges.

Noted.

11. Annual Delivery Plan 2022 - 2026

Report for information in relation to the IJB Annual Delivery Plan 2023 – 2026.

Noted.

12. Minutes of North Ayrshire Strategic Planning Group Meeting

Minutes for information in relation to the North Ayrshire Strategic Planning Group Meeting on Tuesday 8 August 2023.

Noted.

The meeting ended at 12.00 p.m.

Licensing Committee
23 October 2023

IRVINE, 23 October 2023 - At a Special Meeting of the Licensing Committee of North Ayrshire Council at 12.00 p.m.

Present

Eleanor Collier, Nairn McDonald, John Bell, Cameron Inglis, Christina Larsen, Donald L. Reid, Ronnie Stalker and Angela Stephen.

In Attendance

R. Lynch, Senior Manager, D. Grier, Solicitor (Legal Services), W. O'Brien, Solicitor (Licensing), A. Toal, Administration Assistant (Licensing) and C. Stewart, Committee Services Officer (Democratic Services) (Chief Executive's Service).

Also in Attendance

Sergeant D. Markin and D. Hastings (Police Scotland).

Chair

Councillor Collier in the Chair.

Apologies

Jean McClung and Matthew McLean.

1. Adjournment of Meeting

The meeting was adjourned at the commencement time of 12.00 p.m., pending the conclusion of business of the immediately preceding meeting of the Licensing Board, and reconvened at 12.35 p.m., with the same Members and officers present and in attendance.

2. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

3. Exclusion of the Public

The Committee resolved, under Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public, for Agenda Item 3 (Civic Government (Scotland) Act 1982 and other Licensing Statutes: Licensing Matters) on the grounds that they involved the likely disclosure of Exempt Information as defined in Section 50J of, and Schedule 7A to, the Local Government (Scotland) Act 1973.

The 'Exempt Information' concerned is information of the type described in one or more of Paragraphs 3, 6, 14 and 15 of Part 1 of Schedule 7A to the Act:

3. "Information relating to any particular applicant for, or recipient or former recipient of, any service provided by the authority."
6. "Information relating to the financial or business affairs of any particular person (other than the authority)."
14. "Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime."

15. "The identity of a Protected Informant" - where "Protected Informant" is defined in Part III as a person who informs the Local Authority about a past, present or future crime, breach of statutory duty, breach of planning control, or nuisance."

4. Civic Government (Scotland) Act 1982 and other Licensing Statutes: Licensing Matters

Submitted report by the Head of Democratic Services on hearings to be determined and applications for the grant or renewal of licences, consents and permits, on hearings and on other matters, under the Civic Government (Scotland) Act 1982 and other Licensing legislation.

4.1 Taxi Driver's Licence: TDL/2301: Scott McKinlay

The licence-holder having been duly cited to attend, was not present. A representative from Police Scotland was in attendance.

Police Scotland addressed the Committee on the terms of a letter setting out their representation including the outcome of court proceedings in this respect.

Decision

Councillor McDonald, seconded by Councillor Reid, moved that:

- (a) the Licence be suspended under Paragraph 11(2)(a) of the Schedule 1 to the Civic Government (Scotland) Act 1982, on the basis that the licence-holder was not a fit and proper person to hold the Licence;
- (b) that the suspension should operate immediately, given that that was appropriate in the circumstances, under Paragraph 11(10); and
- (c) that the suspension should be for the whole unexpired duration of the Licence, under Paragraph 11(11).

There being no amendment, the motion was declared carried.

The meeting ended at 12.45 p.m.

Cabinet
7 November 2023

IRVINE, 7 November 2023 - At a Meeting of the Cabinet of North Ayrshire Council at 2.30 p.m.

Present

Marie Burns, Alan Hill, Margaret Johnson, Christina Larsen and Shaun Macaulay; and Elizabeth Turbet, Andrew Bruce and Jacqui McKenzie (Teaching Representative).

Also Present

Davina McTiernan and Eleanor Collier.

In Attendance

C. Hatton, Chief Executive, M. Boyd, Head of Service and D. Forbes, Senior Manager (Finance) (Chief Executive's Service); A. Sutton, Executive Director, A. McClelland, Head of Service (Education); R. Leith, Head of Service (Communities) and C. Hope, Senior Manager (Communities) (Communities & Education); R. McCutcheon, Executive Director, T. Reaney, Head of Service (Neighbourhood Services), Y. Baulk, Head of Service (Housing & Public Protect), L. Kirk, Interim Head of Service (Economic Development & Regeneration) and J. Barrett, Senior Manager (Homeless & Community Safety), (Place); C. Cameron, Director and P. McArthur, Senior Manager (Health and Social Care Partnership); and A. Craig, Head of Service, I. Hardy, Team Manager (Corporate Policy, Performance & Elections), M. Sugden, Communications Officer (Communications) and S. Wilson, Committee Services Officer (Democratic Services).

Apologies

Tony Gurney.

Chair

Marie Burns in the Chair.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The Minutes of the Meeting of the Cabinet held on 29 August 2023 and the Special Meetings of the Cabinet held on 19 September 2023 and 3 October 2023 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Annual Participation Measure 2023

Submitted a report by the Executive Director (Communities and Education) updating Cabinet on the Annual Participation Measure (APM) for 2023. Further statistical analysis was attached at Appendices 1-3 to the report.

Noted.

4. Annual Report – School and Early Learning and Childcare Inspections 2022-23

Submitted a report by the Executive Director (Communities and Education)-on the performance of North Ayrshire schools and early learning and childcare settings in external inspections, with a focus on those published during session 2022-23. The Inspection Outcome Report from Education Scotland was attached at Appendix 1 to the report.

The Cabinet commended the performance of schools and Early Learning and Childcare settings inspected by Education Scotland and the Care Inspectorate and thanked all staff involved for their continued commitment.

Noted.

5. Education Authority Annual Plan 2023-24

Submitted a report by the Executive Director (Communities and Education) seeking approval for the publication of the Education Authority Annual Plan for 2023-24. The Education Authority Annual Plan for 2023-24 was attached at Appendix 1 to the report.

The Cabinet agreed to approve (a) the draft Education Authority annual plan for 2023-24 as aligned to the Council Plan priorities and the National Improvement Framework priorities; and (b) the publication of the plan.

6. Proposals for Community Investment Fund (CIF) Expenditure

Submitted a report by the Executive Director (Communities and Education) on applications by Locality Partnerships to allocate CIF funding to proposed projects. Applications from Irvine Locality Partnership and CHAP (Community Housing Advocacy Project) were attached at Appendices 1 and 2, respectively, to the report.

The Cabinet (a) reviewed the application from the Irvine Locality Partnership; in line with CIF criteria; and (b) agreed to approve the CIF application in relation to CHAP in the amount of £91,534, subject to the conditions approved by Irvine Locality Partnership, as detailed at section 2.6.4 of the report.

7. Cost of Living Crisis

Submitted a report by the Executive Director (Communities and Education) providing a third progress report in relation to the North Ayrshire Council responses to the current cost of living crisis and associated investments and funds. The Cost of Living Themes & Updates (November 2023) report was attached at Appendix 1 to the report.

The Cabinet commended the team and Partners for the extensive amount of work undertaken.

The Cabinet agreed to (a) discontinue reporting on those areas for which the funding had been fully expended; (b) accept future progress reports on the investments, funds and activity associated with the cost-of-living crisis; and (c) note the progress made in developing support in relation to the cost of living crisis.

8. Performance Information – Drug and Alcohol Services – April 2022 to 31 March 2023

Submitted a report by the Director (Health and Social Care Partnership) providing an update on the national and local drug and alcohol related targets and standards and performance in North Ayrshire; and providing assurance to Members of the performance, actions and service developments being progressed to address the significant challenges for our communities. The North Ayrshire HSCP and ADP Performance Management Report was attached at Appendix 1 to the report.

A Member asked a question and was provided with further information in relation to the support available locally and the uptake in detoxification support as the preferred method of treatment.

Noted.

9. Capital Programme Performance to 31 August 2023

Submitted a report by the Head of Service (Finance) on progress in delivering the Capital Investment Programme 2023/24 to 31 August 2023.

A Member asked a question and was provided with further information in relation to the monitored risks across projects and whether the current earmarked funds could adequately mitigate these.

The Cabinet agreed (a) to approve the virement proposals noted within the HRA Programme and set out at Appendix 2 to the report; and (b) note (i) the revisions to budgets outlined in the report, (ii) the General Services and HRA revised budgets at 31 August 2023 and (iii) the forecast expenditure to 31 March 2024.

10. Revenue Budget 2023/24: Financial Performance to 31 August 2023

Submitted a report by the Head of Service (Finance) advising Cabinet of the financial performance for the Council at 31 August 2023. Supporting information was attached at Appendices 1-8 to the report.

Members asked questions and were provided with further information in relation to:

- the under-recovery of rental income resulting from long-term voids and the factors contributing to this;
- recent industrial strike action and whether this contributed to an underspend position; and
- an update in regard to potential recharges for delayed discharge of patients.

The Cabinet agreed (a) to approve the virements detailed at Appendix 7 to the report and; (b) note (i) the information and financial projections outlined in the report and (ii) the latest financial projection for the Health and Social Care Partnership highlighted at section 2.6 of the report.

11. Treasury Management and Investment Mid-Year Report 2023/24

Submitted a report by the Head of Service (Finance) providing a Treasury Management update for the period 1 April to 30 September 2023. The Treasury Management and Investment Mid-Year Report 2023-24 was attached at Appendix 1 to the report.

A Member asked a question and was provided with further information in relation to standard Treasury Management Practice in regard to providing loans to other Local Authorities.

The Cabinet agreed to (a) endorse the contents of the Treasury Management and Investment Mid-Year Report for 2023/24 detailed at Appendix 1 to the report; and (b) note (i) the Prudential and Treasury Indicators set out in the report and (ii) the changes arising from the review of HRA Loans Fund Advances.

12. Year End Performance Reporting: Council Plan Year End Progress Report 2022-23; Annual Performance Report 2022-23; and Local Government Benchmarking Framework Analysis of 2023 Data Release

Submitted a report by the Head of Service (Democratic Services) on the progress of the Council Plan priorities. The Council Plan 2019-24 Progress Update was attached at Appendix 1, supported by the Council Plan Performance Indicators at Appendix 2, the Council Plan Action Tracker at Appendix 3, North Ayrshire Council Annual Performance Report 2022-23 at Appendix 4 and Local Government Benchmarking Framework Analysis of 2023 Data Release at Appendix 5 to the report.

A Member asked a question and was provided further information in relation to the three performance indicators which were measured as 'significantly adrift' and the external factors which contributed to this.

The Cabinet agreed to (a) approve (i) the Council Plan year End Progress Report and supporting performance measures as set out at Appendices 1-3 to the report and (ii) the Council Plan Annual Performance Report as set out in Appendix 4 to the report; (b) refer the report to the Audit and Scrutiny Committee for further consideration; and (c) note the status of the Council's performance indicators within the LGBF Analysis of 2023 Data Release at Appendix 5 to the report.

13. Roads Winter Service and Weather Emergencies Plan 2023/24

Submitted a report by the Executive Director (Place) seeking approval for the Roads Winter Service and Weather Emergencies Plan 2023/24. The Neighbourhood Services 2023/24 Winter Preparation Action Plan was attached at Appendix 1, supported by the Roads Winter Service and Weather Emergencies Plan 2023/24 at Appendix 2 to the report.

The Cabinet agreed to (a) approve the Roads Winter Service and Weather Emergencies Plan 2023/24 and (b) note the preparations and actions taken, as set out in the Winter Preparation Action Plan.

14. Scottish Government Consultations on Burials and Cremation

Submitted a report by the Executive Director (Place) seeking approval of the proposed responses to the Scottish Government consultations on Burials and Cremation. The proposed consultation response was attached at Appendix 1 to the report.

The Cabinet agreed (a) to approve the consultation responses from North Ayrshire Council included at Appendix 1; and (b) that the consultation responses be submitted to the Scottish Government by 17 November 2023.

15. Strategic Housing Investment Plan 2024-2029

Submitted a report by the Executive Director (Place) seeking Cabinet approval of the Strategic Housing Investment Plan 2024 – 2029 attached at Appendix 1 to the report.

The Cabinet agreed to (a) approve the Strategic Housing Investment Plan 2024-2029 for submission to Scottish Government; and (b) give delegated authority to the Executive Director (Place), in consultation with the Cabinet Member for Green Environment and Economy to liaise directly with the Scottish Government in agreeing (i) the North Ayrshire development programme and (ii) the rescheduling of projects as required.

16. Former St Mary's Primary School, Largs – SHIP Social Housing Development Proposal

Submitted a report by the Executive Director (Place) seeking approval for the inclusion of the former St Mary's Primary School site, Largs as a 26-unit Council social housing development in the North Ayrshire SHIP 2024-29.

The Cabinet welcomed the provision of more homes within the North Coast and also noted the potential for considering further the housing needs of Ukrainian refugees.

The Cabinet agreed to (a) note the challenges encountered in delivering the Home Ownership Made Easy (HOME) pathfinder project on the site of the former St Mary's Primary School site, Largs, since its approval by Cabinet in December 2018, and no longer progress this; (b) note the discussions which had taken place with Scottish Government in recent months to identify alternative affordable housing options for the site; and (c) approve (i) the sale of the site by the Council's General Fund to the Housing Revenue Account at the indicative value of £300,000, pending District Valuer valuation and subject to any abnormal costs and (ii) the inclusion of the site as a 26-unit Council social housing development in the North Ayrshire SHIP 2024-29.

17. Council House Buy-back Programme to Accommodate Ukrainian Displaced People

Submitted a report by the Executive Director (Place) seeking Cabinet approval to purchase up to 40 properties to accommodate Ukrainian households for three years using Scottish Government grant being made available.

The Cabinet agreed to (a) approve the purchase of up to 40 properties to be used to accommodate Ukrainian households for three years; and (b) note that the homes would be available for allocation to other housing applicants thereafter.

On behalf of the Cabinet, the Chair congratulated Yvonne Baulk on her success in obtaining the Leadership Award from the Chartered Institute of Housing.

18. National Islands Plan Review Consultation Response

Submitted a report by the Executive Director (Place) providing an update on the Council's engagement in the consultation on the review of the National Islands Plan by the Scottish Government and seeking approval for the proposed consultation response. The proposed consultation response was attached at Appendix 1 to the report.

A Member asked a question and was provided with further information in relation to the next steps of the National Islands Plan review process.

The Cabinet agreed to (a) approve the proposed consultation response provided at Appendix 1 to the report; and (b) note the submission of separate consultation responses on behalf of the Island Plan Steering Groups on both islands.

19. Exclusion of the Press and the Public

Cabinet resolved in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public for the following items of business on the grounds indicated in terms of Paragraph 9 of Part 1 of Schedule 7A of the Act.

20. Irvine - Montgomerie Park : Marketing and Disposal Strategy for Sites E, F and G – EXEMPT REPORT

Submitted a report by the Executive Director (Place) seeking approval for the marketing and disposal of the remaining residential development sites, Sites E, F and G, at Montgomerie Park. The proposed marketing and disposal strategy was set out at Appendix 1 to the report. The marketing brochure and the Development Brief were provided at Appendices 2 and 3 to the report.

The Cabinet agreed to approve the recommendation as detailed in the report.

21. The Portal Café – EXEMPT REPORT

Submitted a report by the Executive Director (Communities & Education) seeking approval to transfer the operation of the Portal Café to North Ayrshire Leisure Limited (NALL).

The Cabinet agreed to approve the recommendation as detailed in the report.

22. Urgent Items

There were no urgent items.

The meeting ended at 4.35 p.m.

Licensing Committee
8 November 2023

IRVINE, 8 November 2023 - At a Meeting of the Licensing Committee of North Ayrshire Council at 10.00 a.m.

Present

Eleanor Collier, Nairn McDonald, Christina Larsen, Jean McClung, Donald L. Reid and Ronnie Stalker.

In Attendance

R. Lynch, Senior Manager, W. O'Brien, Solicitor (Licensing), D. Robertson, Enforcement Officer, A. Toal, Administration Assistant (Licensing), S. Dalgoutte, Senior Clerical Assistant (Licensing) and M. Anderson, Senior Manager (Committee and Member Services) (Chief Executive's Service).

Also in Attendance

Inspector D, Cameron (Police Scotland).

Chair

Councillor Collier in the Chair.

Apologies

John Bell, Cameron Inglis, Matthew McLean and Angela Stephen.

1. Chair's Opening Remarks

The Chair welcomed those present and intimated her intention to consider a number of urgent matters in terms of Agenda Item 4 (Urgent Items).

In terms of Standing Order 10.5, the Chair further advised that one urgent item, in respect of a short-term let, would be considered immediately following Case 3, Agenda Item 3 (Civic Government (Scotland) Act 1982 and other Licensing Statutes: Licensing Matters).

2. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

3. Minutes

The accuracy of the Minutes of the Ordinary Meeting of the Licensing Committee held on 4 October 2023 and the Special Meeting held on 23 October 2023 was confirmed and the Minutes signed in accordance with Paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973.

4. Exclusion of the Public

The Committee resolved, under Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public, for Agenda Items 3 and 4 (Civic Government (Scotland) Act 1982 and other Licensing Statutes: Licensing Matters) on the grounds that they involved the likely disclosure of Exempt Information as defined in Section 50J of, and Schedule 7A to, the Local Government (Scotland) Act 1973.

The 'Exempt Information' concerned is information of the type described in one or more of Paragraphs 3, 6, 14 and 15 of Part 1 of Schedule 7A to the Act:

3. "Information relating to any particular applicant for, or recipient or former recipient of, any service provided by the authority."
6. "Information relating to the financial or business affairs of any particular person (other than the authority)."
14. "Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime."
15. "The identity of a Protected Informant" - where "Protected Informant" is defined in Part III as a person who informs the Local Authority about a past, present or future crime, breach of statutory duty, breach of planning control, or nuisance."

5. Civic Government (Scotland) Act 1982 and other Licensing Statutes: Licensing Matters

Submitted report by the Head of Democratic Services on hearings to be determined and applications for the grant or renewal of licences, consents and permits, on hearings and on other matters, under the Civic Government (Scotland) Act 1982 and other Licensing legislation.

5.1 Taxi Driver's Licence: TDL/1642 (New): Thomas Bagan

The applicant, having been duly cited to attend, was present. A representative from Police Scotland was in attendance.

Police Scotland addressed the Committee on the terms of a letter setting out their representation.

The applicant then addressed the Committee on the issues raised and responded to questions.

Decision

Councillor Larsen, seconded by Councillor Stalker, moved that the licence be granted. There being no amendment, the motion was declared carried.

Accordingly, the Committee agreed to grant the application subject to the Council's standard conditions in terms of Paragraph 5(1)(a) of Schedule 1 of the Civic Government (Scotland) Act 1982.

5.2 Taxi Driver's Licence: TDL/2160 (Renewal): Brenda Barratt

The licence-holder, having been duly cited to attend, was present. A representative from Police Scotland was in attendance.

Police Scotland addressed the Committee on the terms of a letter setting out their representation.

The licence-holder then addressed the Committee on the issues raised and responded to questions.

The Licence holder and representative from Police Scotland then withdrew to allow the Committee to deliberate. Thereafter the Licence-holder and representative from Police Scotland re-joined the meeting, with the same Members and Officers present and in attendance, to hear the Committee's decision

Decision

Councillor McDonald, seconded by Councillor Stalker, moved that the Committee grant the application, but limit the duration to one year (rather than the default period of 3 years) for a period of one year under the Civic Government (Scotland) Act 1982, Schedule 1, Paragraph 8(2)(b), on the basis that in the circumstances it was not appropriate to renew for the default duration of a Licence. There being no amendment, the motion was declared carried.

Accordingly, the Committee agreed, Councillor Larsen dissenting, to grant the application for a period of one year, subject to the Council's standard conditions in terms of Paragraph 5(1)(a) of Schedule 1 of the Civic Government (Scotland) Act 1982.

In terms of Standing Order 6.8, the Chair agreed that the meeting be adjourned at 11.10 a.m. for a short comfort break. The meeting reconvened at 11.15 a.m., with the same Members and officers present and in attendance.

5.3 Taxi Driver's Licence: TDL/2415 (New): Mark Monaghan

The applicant, having been duly cited to attend, was not present or represented. A representative from Police Scotland was in attendance.

Police Scotland addressed the Committee on the terms of a letter setting out their representation.

Decision

The Committee unanimously agreed to continue consideration of this matter to its meeting scheduled to take place on 10 January 2024.

5.4 Application for Grant of Short Term Let Licence

The Solicitor (Licensing) advised the Committee of a matter pertaining to an application for grant of a short-term let licence.

The Committee unanimously agreed to continue consideration of this matter to a future meeting.

5.5 Taxi Licence: TL/454 (New): Mohamed Asli

The applicant having been duly cited to attend, was present.

The applicant addressed the Committee on the issues raised and responded to questions.

Decision

Councillor McDonald, seconded by Councillor McClung, moved that the application be treated as an exception to the Council's Vehicle Specification Policy which required the use of a Wheelchair Accessible Vehicle. There being no amendment, the motion was declared carried.

Accordingly, the Committee agreed to (a) treat the application as an exception to the Council's Vehicle Specification Policy for the purposes of Section 10(2) of the Civic Government (Scotland) Act 1982; (b) treat the case as an exception to the part of the Policy requiring the use of a Wheelchair Accessible Vehicle; and (c) delegate authority to the Solicitor (Licensing) to grant the application.

5.6 Taxi Licence: TL/456 (New): Ravinderjit Singh

The applicant having been duly cited to attend, was present.

The applicant addressed the Committee on the issues raised and responded to questions.

Decision

The Committee unanimously agreed to (a) treat the application as an exception to the Council's Vehicle Specification Policy for the purposes of Section 10(2) of the Civic Government (Scotland) Act 1982; (b) treat the case as an exception to the part of the Policy requiring the use of a Wheelchair Accessible Vehicle; and (c) delegate authority to the Solicitor (Licensing) to grant the application.

5.7 Taxi Licence: TL/457 (New): Partnership of Calvin Smith, Gordon Smith, Jamie Dorrans

The applicants having been duly cited to attend, were present.

The applicants addressed the Committee on the issues raised and responded to questions.

Decision

Councillor Larsen, seconded by Councillor McDonald, moved that the application be treated as an exception to the Council's Vehicle Specification Policy which required the use of a Wheelchair Accessible Vehicle. There being no amendment, the motion was declared carried.

Accordingly, the Committee agreed to (a) treat the application as an exception to the Council's Vehicle Specification Policy for the purposes of Section 10(2) of the Civic Government (Scotland) Act 1982; (b) treat the case as an exception to the part of the Policy requiring the use of a Wheelchair Accessible Vehicle; and (c) delegate authority to the Solicitor (Licensing) to grant the application.

6. Urgent Items

The Chair agreed that the following items be considered as a matter of urgency to allow matters to be actioned without delay.

6.1 Report on North Ayrshire Council's Taxi Dress Code

The Solicitor (Licensing) advised the Committee of a request made by a licenced taxi driver on behalf of a number of taxi drivers, for a review of the North Ayrshire Council's Taxi Licensing Dress Code.

The Committee unanimously agreed (a) that the Enforcement Officer submit a report on a proposed revised Taxi Licensing Dress Code for consideration by the Committee; (b) thereafter, that the draft be sent to the local Taxi Owners Associations for written comments; and (c) to review the draft and any such comments.

6.2 TDL/630 / TL13: Thomas Anderson

The Enforcement Officer provided information on the circumstances surrounding a failure on the part of the licence-holder to adhere to the North Ayrshire Council's Taxi Licensing Dress Code.

Decision

Councillor Larsen, seconded by Councillor Donald L. Reid, moved to proceed to a hearing in terms of Paragraph 11 of Schedule 1 to the Civic Government (Scotland Act) 1982. As an amendment, Councillor McDonald, seconded by Councillor McClung, moved that the Committee direct the Clerk to write to the licence-holder.

On a division, there voted for the amendment 3, and for the motion 3 and, on the casting vote of the Chair, the amendment was declared carried.

Accordingly, the Committee agreed to direct the Clerk to write to the licence-holder.

6.3 TDL/1962 / TL85: Stephen Reid

The Enforcement Officer provided information on the circumstances surrounding a failure on the part of the licence-holder to adhere to North Ayrshire Council's (a) the Taxi Licensing Dress Code and (b) Taxi Licensing Smoking Policy.

Decision

The Committee unanimously agreed to proceed to a hearing in terms of Paragraph 11 of Schedule 1 to the Civic Government (Scotland Act) 1982.

6.4 TDL/533: Martin Morrison

The Enforcement Officer provided information on the circumstances surrounding (a) discrimination on the part of the licence-holder by refusing to undertake a taxi hire involving a guide dog and (b) failure to adhere to North Ayrshire Council's Taxi Licensing Smoking Policy.

Decision

The Committee unanimously agreed to proceed to a hearing in terms of Paragraph 11 of Schedule 1 to the Civic Government (Scotland Act) 1982.

6.5 TDL/256 / TL24: Daniel Tudhope

The Enforcement Officer provided information on the circumstances surrounding a failure on the part of the licence-holder to adhere to North Ayrshire Council's Taxi Licensing Smoking Policy.

The Committee unanimously agreed to proceed to a hearing in terms of Paragraph 11 of Schedule 1 to the Civic Government (Scotland Act) 1982.

6.6 TDL/2247: Desmond Quigley

The Enforcement Officer provided information on the circumstances surrounding a failure on the part of the licence-holder to adhere to the North Ayrshire Council's Taxi Licensing Dress Code.

The Committee unanimously agreed to proceed to a hearing in terms of Paragraph 11 of Schedule 1 to the Civic Government (Scotland Act) 1982.

The meeting ended at 12.15 p.m.

Police and Fire and Rescue Committee
13 November 2023

At a Meeting of the Police and Fire and Rescue Committee of North Ayrshire Council at 2.00 p.m. involving a combination of participation by remote electronic means and physical attendance within the Council Chambers, Irvine.

Present (Physical Participation)

Donald Reid, Stewart Ferguson, Jean McClung, Davina McTiernan, Donald L. Reid and John Sweeney.

In Attendance

R. Lynch, Senior Manager Legal Services, C. Cochrane, Solicitor (Legal Services) and H. Clancy and D. McCaw, Committee Services Officers (Chief Executive's Service).

Also In Attendance

Chief Superintendent R. Higgins, Chief Inspector F. Normansell and Sergeant W. Hutchison (Police Scotland); Area Commander I. McMeekin, Watch Commander D. Wilson and Chaplain Father J. Thomson (Scottish Fire and Rescue Service); and D. Young, His Majesty's Fire Service Inspectorate.

Chair

Councillor Donald Reid in the Chair.

Apologies

Scott Davidson, John Glover, Nairn McDonald and Angela Stephen.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The Minutes of the Meeting of the Police and Fire and Rescue Committee held on 14 August 2023 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Scottish Fire and Rescue Service Performance and Service Update

Submitted report by the Scottish Fire and Rescue Service (SFRS) which provided information on progress against the North Ayrshire Local Fire and Rescue Plan for the period 1 April 2023 – 30 September 2023. Appendix A to the report provided an analysis of the performance across six indicators, using the rolling three-year average as a basis of measuring performance. Appendix B detailed the Pre-Budget Scrutiny report submitted to the Scottish Parliament Criminal Justice Committee.

The statistical information identified a 0.7% increase in activity levels across the local authority when compared to the previous fiscal reporting period. A further review of activity over the rolling three years average indicated a 12.2% decrease in operational demand over the recording period. Data on false alarms accounted for 57.7% of all demand within North Ayrshire, with fire related and special service activity accounting for 27.9% and 14.4% respectively. Additional contextual information was provided by Area Commander McMeekin to the meeting.

Updates were also provided in relation to attendance at the Scottish Parliament Criminal Justice Committee's Pre-Budget Scrutiny meeting, the recent Fire Safety Awareness Event, collaboration with partners to identify unoccupied and derelict buildings to mitigate the risks of deliberate fire setting, the expansion in the delivery of educational activities into the Dreghorn Community Fire Station to support key aspects of the educational curriculum, and attacks on SFRS personnel in the lead up to Guy Fawkes/Bonfire Night. The Committee was also advised that a review of the current Local Fire Plan, in line with legislation, would be submitted for consideration and comment at a future date.

Members asked questions and were provided with further information in relation to:-

- any anticipated impact on service provision arising from the temporary removal of 5 second or third appliances from multi-pump stations across the West of Scotland;
- staffing implications arising from the 2023 savings plan and budget provision;
- the high instances of accidental dwelling fires related to cooking and distraction, notably in the Saltcoats and Stevenston area;
- ongoing work to reduce the number of unwanted fire alarm signals, with an evaluation over a six-month period being submitted to the Committee once available;
- any trends concerning deliberate fire setting in the Irvine West and Saltcoats and Stevenston areas;
- ongoing partnership work to reduce deliberate fire setting;
- the breakdown and classification of fire service activity within a 24-hour time period;
- the ongoing relevance of home fire safety visits following the introduction of legislation around linked fire alarm systems; and
- retained duty system contracts and response times.

The Committee agreed to note (i) the content of the report and (ii) that a review of the current Local Fire Plan would be submitted to a future meeting for consideration and comment.

4. Police Scotland Performance Update

Submitted report by Police Scotland on performance in relation to the North Ayrshire Local Policing Plan for the period 1 April 2023 – 30 September 2023. A summary of current local policing plan priorities was also detailed.

The report provided information on North Ayrshire's performance, including a 6% increase in the total number of crimes. The report further outlined progress in the areas of serious crime, violence against women and girls, safer communities, community wellbeing, road safety and public confidence, with additional contextual information provided by Chief Superintendent Higgins to the meeting.

Members asked questions and were provided with further information in relation to:-

- any identified trends concerning anti social behaviour arising from high profile visits to licences premises;
- the reduction in late hours opening venues across North Ayrshire and the overall downward trend in relation to violence in town centres;
- clarification on domestic abuse cases and follow up in terms of support available for victims;
- multi-agency work to engage with vulnerable community members with serious mental ill-health;
- the response by Police Scotland to any call identifying threat, risk or harm and immediate concern for the safety of any individual;
- reciprocal arrangements in place when dealing with major events across North Ayrshire and the wider Greater Glasgow area;
- the use of tasers and firearms by Police Scotland during the last period under review;
- the low response to the public confidence survey and the forthcoming effort to encourage public engagement; and
- the future implementation of enhanced communication methods in terms of methods of contact for members of the public.

The Committee was then provided with verbal updates from Police Scotland and the Fire and Rescue Service in relation to the recent joint working arrangements in place with the Council to tackle early identification of illegal bonfire locations to ensure that materials at some sites could be safely removed. Progress to tackle illegal bonfires would be assisted by ongoing work to determine whether to designate any areas as Firework Control Zones in terms of new legislation.

Recent attacks on both Police Scotland and SFRS emergency personnel were also highlighted and Police Scotland advised instances would be reported within the next period's statistics.

The Chair advised that updates on Operation Moonbeam by Police Scotland, Scottish Fire and Rescue Service and Streetscene, including information detailing joint working arrangements to tackle attacks on emergency personnel, should be submitted to the next meeting for consideration.

The Committee agreed (a) that updates on Operation Moonbeam by Police Scotland, Scottish Fire and Rescue Service and Streetscene, including information detailing joint working arrangements to tackle attacks on emergency personnel, should be submitted to the next meeting for consideration; and (b) otherwise, to note the content of the report.

The meeting ended at 4.00 p.m.

Audit and Scrutiny Committee
14 November 2023

At a Meeting of the Audit and Scrutiny Committee of North Ayrshire Council at 10.00 a.m. involving participation by remote electronic means and physical attendance within the Council Chambers, Irvine.

Present (Physical Participation)

John Bell, Donald Reid, Eleanor Collier, Davina McTiernan, Donald L. Reid and John Sweeney.

Present (Remote Participation)

Tom Marshall.

In Attendance

C. Hatton, Chief Executive; P. Doak, Head of Service (Finance and Transformation) (Health and Social Care Partnership); A. McClelland, Head of Service (Education) (Communities & Education); M. Boyd, Head of Service (Finance), D. Forbes, Senior Manager (Financial Management), A.M. Fenton, Team Manager (Internal Audit) and K. Gray, Team Manager (Corporate Fraud) (Finance), T. Reaney, Head of Service (Neighbourhood Services) (Place); F. Walker, Head of Service and B. Quigley, Senior Manager (People & ICT), and A. Craig, Head of Service (Democratic), I. Hardy, Team Manager (Corporate Policy and Performance), C. Stewart and S. Wilson, Committee Services Officers (Chief Executive's Service).

Also in Attendance

F.M. Knight and D. Jamieson, Audit Scotland.

Chair

Councillor Bell in the Chair.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors

2. Minutes

The Minutes of (i) the Ordinary Meeting of the Audit and Scrutiny Committee held on 5 September 2023; and (ii) the Special Meeting held on 12 September 2023 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Elected Member Development

Submitted report by the Head of Service (Democratic) providing information and seeking views on the development sessions provided to Elected Members over the 13 months from May 2022 to 30 June 2023, and on future planned developments.

Members asked questions and were provided with further information in relation to the following:-

- the turnout of some of the development sessions, including timing issues, and the suggestion that there should be a number of events on the same day in order to promote/enhance attendance; and
- the request by Strathclyde Fire and Rescue to hold a development session with Elected Members which would be followed up by officers, as appropriate.

The Committee agreed (a) to note the feedback provided on (i) the Elected Member Development sessions held in the period May 2022 to June 2023 (ii) means to support Elected Member attendance, (iii) how future programmes might be improved and (iv) possible additional topics for the next year; and (b) otherwise, to note the content of the report.

Councillor McTiernan joined the meeting during consideration of this item.

4. 2022/23 Elected Member Requests Report

Submitted report by the Head of Service (Democratic) informing of the Council's performance and the volumes and trends of Elected Member requests handled in Financial Year 2022/23.

Members asked questions and were provided with further information in relation to the following:-

- discussion on the increased number of requests and the reason(s) behind this;
- the nature and resilience of the EM Pro (Lagan) system particularly regarding logging requests, and some issues surrounding reliability and downtime (particularly over weekends);
- clarification on the treatment of multiple requests logged relating to the same issue and whether they were logged as individual and separate request(s); and
- the nature of some requests and the general approach to recording email enquiries some of these, subsequently, becoming Lagan reports (EM Pro) once received.

Noted.

5. 2022/23 Complaint Report

Submitted a report by the Head of Service (Democratic) informing of the Council's complaint performance and the volumes and trends of complaints received in Financial Year 2022/23. The report detailed the volume of complaints received and closed, complaints closed at each stage, complaint outcomes, the average time in working days for a full response at each stage, complaints closed within timescale, complaint timescale extensions, trends identified from upheld/partially upheld complaints and changes or improvements made as a result of complaints and compliments received.

Members asked questions and were provided with further information in relation to:-

- the action plan that had been put in place by Waste Services, in order to be as proactive, as possible, in terms of mitigating the risk of complaints being raised;
- email updates to Elected Members on missed bins; and
- the improved performance of the Waste Service.

Noted.

6. Audit and Scrutiny Committee Self-Evaluation 2023

Submitted report by the Head of Service (Democratic) on the outcome of the annual self-evaluation of the Audit and Scrutiny Committee. The findings arising from the self-evaluation, together with improvement actions, were detailed in Appendices 1 and 2, respectively, to the report.

Members asked questions and were provided with further information in relation to the more proactive approach being adopted by Members of the Committee and the suggestion that external training for Members could be beneficial to Members in terms of enhancing their audit and scrutiny role.

The Committee agreed to (a) note the findings of the self-evaluation as detailed in Appendix 1 to the report; (b) approve the improvement actions identified in Appendix 2 to the report; and (c) to repeat the self-evaluation exercise on an annual basis.

7. External Audit Reports on the 2022/23 Audit and Best Value Thematic Work

Submitted report by the Head of Service (Finance) on the annual audit report and the Best Value Thematic Work reports for 2022/23 and to consider verbal reports by the external auditor. Appendix 1 to the report detailed letters of representation to be signed by the Head of Finance as the responsible officer for North Ayrshire Council. The External Auditor's report, which summarised the findings of their audit, was attached as Appendix 2 to the report.

Fiona Mitchell-Knight and David Jamieson of Audit Scotland provided a verbal report on the appendices to the report, including highlighting key aspects in relation to the findings of their audit.

Members asked questions and were provided with further information in relation to:-

- The timing of the issuing of the audit report;
- the action plans that would be drawn up by Services in relation to the external audit findings including dormant accounts; and
- the accounting arrangements, including consolidation, of North Ayrshire Council Leisure (KA Leisure) accounts, together with an explanation on the heritage assets valuation.

The Committee agreed to (a) note (i) the findings of the 2022/23 audit of the financial statements as contained in the external auditor's annual report at Appendix 2 to the officer's report, (ii) the findings of the external auditor's Best Value Thematic Work report and (iii) the agreed Action Plan as outlined in Appendix 1 to each of the Reports; and (b) approve the audited Annual Accounts for signature.

8. External Audit Report on Best Value Thematic Work 2022-23

Submitted report by Audit Scotland on Best Value Thematic Work 2022-23 which included key messages and information on the scope of the audit.

Noted.

9. Internal Audit Annual Update Report – North Ayrshire Integration Joint Board (IJB)

Submitted report by the Head of Service (Finance) informing of the IJB's annual report for 2022/23 and the approved internal audit plan for 2023/24.

Noted.

10. Internal Audit Plan 2023/24: Mid-year Update

Submitted report by the Head of Service (Finance) providing an update on progress made in delivering the 2023/24 Internal Audit Plan. Appendix 1 to the report detailed the approved Audit Plan for 2023/24.

Members asked questions and were provided with further information in relation to the following:

- the reasons for the changes being made to the audit plan;
- the learning review of Self-Directed Support; and
- a request for information in terms of how many people were in receipt of Self-Directed Support funding, including how many were currently on the waiting list for Self-Directed Support funding.

The Committee agreed (a) to note the current position with the 2023/24 internal audit plan; (b) to approve the inclusion of one additional audit review in 2023/24; (c) approve the deletion or deferral of four audits for consideration as part of the 2024/25 Internal Audit Plan; and (d) that Members of the Committee would be sent information on how many people were in receipt of Self-Directed Support funding including how many were currently on the waiting list for Self-Directed Support funding.

11. Corporate Fraud Team update report

Submitted report by the Head of Service (Finance) on the work of the Corporate Fraud Team between April and September 2023.

Members asked questions and were provided with further information in relation to the very low numbers of Blue Badge misuse and the possible reason(s) behind this, and whether new parking attendants might impact on misuse of Blue Badges.

Noted.

12. Internal Audit Reports Issued

Submitted report by the Head of Service (Finance) on the findings of the Internal Audit work completed between August and October 2023.

Members asked questions and were provided with further information in relation to the following:-

IJB Community Engagement

- Closure of this action following publication on the HSCP website.

Accounts Payable Transaction Testing Q2

- How invoices were dealt with and whether automation would reduce errors.

Carers (Scotland) Act 2016

- The publication of updated guidance on the website.

Early Years Provision

- The availability of eligibility criteria, which could be shared with Elected Members.

Noted.

13. Internal Audit and Corporate Fraud Action Plans: Quarter 2 update

Submitted report by the Head of Service (Finance) on the progress made by Council Services in implementing the agreed actions from Internal Audit and Corporate Fraud reports as at 30 September 2023. Appendix 1 to the report provided full details of three Internal Audit actions which were not completed within the agreed timescale.

Members asked questions and were provided with further information in relation to the reasons for the slight slippage in respect of the Glow Internal Audit action and the expected completion date of this action.

The Committee agreed to note (i) the current position with the implementation of the Internal Audit and Corporate Fraud actions; and (ii) challenges which were faced by those services which have not implemented actions within the previously agreed timescales.

14. Strategic Risk Register 2023/24: Mid-year Update

Submitted report by the Head of Service (Finance) providing an update on progress with actions related to the Strategic Risk Register. The Strategic Risk Register Report 2023/24, with detailed actions, was provided at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to the following:-

- the Financial sustainability scoring of the Council and that of the Health and Social Care Partnership (HSCP) and the reasons behind the variance in terms of the scoring between the Council and the HSCP;
- the future management structure, including governance arrangements, of the HSCP (National Care Service); and
- Business continuity and resilience.

Noted.

15. Exclusion of the Public – Para 14

The Committee resolved in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the Meeting the press and the public for the following items of business on the grounds indicated in terms of Paragraph 14 of Part 1 of Schedule 7A of the Act.

16. Briefing on Cyber Security

The Committee received a Briefing on Cyber Security by the Senior Manager (ICT).

Noted.

The meeting ended at 12.30 p.m.

Staffing and Recruitment Committee
20 November 2023

At the Meeting of Staffing and Recruitment of North Ayrshire Council at 4.15 p.m. involving participation by remote electronic means.

Present

Marie Burns, Shaun Macauley, Joe Cullinane, John Bell and Tom Marshall.

In Attendance

C. Hatton, Chief Executive and F. Walker, Head of Service (People and ICT).

Apologies

Cameron Inglis.

Chair

Marie Burns in the Chair.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The accuracy of the Minutes of the meeting of the Staffing and Recruitment Committee held on 28 March 2023 was confirmed and the Minute signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Exclusion of the Public and Press

The Committee resolved, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude from the Meeting, the press and the public for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A of the Act.

4. Workforce Update

Submitted a report by the Chief Executive on the above.

The Committee considered the report and agreed the proposals presented.

The Meeting ended at 4.40 p.m.

Planning Committee
22 November 2023

At a Meeting of the Planning Committee of North Ayrshire Council at 2.00 p.m. involving a combination of participation by remote electronic means and physical attendance within the Council Chambers, Irvine.

Present (Physical Participation)

Stewart Ferguson, Davina McTiernan and Chloe Robertson.

Present (Remote Participation)

Timothy Billings and Amanda Kerr.

In Attendance (Physical Participation)

A. Finlayson, Chief Planning Officer and A. Gemmell, Strategic Planning Manager (Place); R. Lynch, Senior Manager and L. Ingram, Solicitor (Legal Services), and C. Stewart and D. McCaw, Committee Services Officers (Democratic Services) (Chief Executive's Service).

Also In Attendance (Physical Participation)

R. Crolla, AAH Consultants.

Chair

Councillor Billings in the Chair.

Apologies

Robert Foster, Scott Davison, Cameron Inglis, Jim Montgomerie and Ian Murdoch.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 11 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The Minutes of the Meeting held on 20 September 2023 were confirmed and signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Local Development Plan Scheme

Submitted report by the Executive Director (Place) on the preparation of the Council's next Local Development Plan (LDP3) and seeking approval of a revised Development Plan Scheme. Appendix 1 to the report detailed the draft Development Plan Scheme 2023 including the proposed timetable for main stages of the LDP preparation, what is involved at key stages and a Participation Statement outlining the consultation process.

New legislative provisions and regulations relating to the development planning system came into force on 19 May 2023 and Local Development Planning Guidance, setting out the Scottish Ministers' expectations for implementing the new system, was also published in May. The Guidance supported a more informed timetable for the preparation of North Ayrshire's third Local Development Plan, with adoption envisaged on LDP3 on or before March 2027.

Members asked questions and were provided with information in relation to:-

- engagement with key stakeholders, including housing providers;
- the role of local place plans in the development of the LDP Evidence Report;
- the intention to increase community group awareness in relation to preparation of local place plans;
- Elected Member assistance in providing details of community groups who would have an interest in the LDP process;
- the 'Your Place' survey, seeking feedback from communities, which would remain live until April 2024; and
- further consultation opportunities following submission of the Evidence Report to the Scottish Government.

The Committee agreed to (a) note the start of the preparation of the next North Ayrshire Local Development Plan; and (b) adopt the Development Plan Scheme as set out at Appendix 1 to the report.

4. Planning Performance Framework

Submitted report by the Executive Director (Place) on the feedback from the Scottish Government on the 2022/23 Planning Performance Framework. The Performance Markers report was set out at Appendix 1 to the report.

The Chief Planning Officer advised the Planning Committee that the Scottish Government (SG) PPF audit assessed 15 performance markers through the RAG ('Red, Amber, Green') rating and provided commentary on each marker. North Ayrshire Council had been given a green rating for all but one of the relevant markers where an amber rating had been given for a reduced focus on Continuous Improvement attributable to the period where no Chief Planning Officer had been in post.

The Committee commended Officers for their continued best practice in delivering the Planning Service during a challenging time regarding leadership and the introduction of new Planning Legislation.

Noted.

Councillor Kerr, having lost her remote connection, left the meeting at this point.

5. 23/00420/PPM: Site to South West of Mossculloch Farm, Kilwinning

Keepmoat Homes Ltd. have applied for planning permission for the erection of 85 residential dwellings with associated works including access, parking, landscaping, open-space and SuDS on a site to the south west of Mossculloch Farm, Kilwinning.

The Chief Planning Officer advised the Committee on representations received and officer responses in terms of the application.

Councillor Kerr rejoined the meeting at this point.

Members asked questions and were provided with information in relation to:-

- the extension of the 30mph speed limit, on the Kilwinning side of the development, as part of the planning process;
- comprehensive detail of footpath connections and implementation dates to Blair Road and the B778 being provided by the developer;
- the retention and maintenance of hedgerows along the boundaries of the development; and
- ongoing maintenance of the common spaces and general planting areas through a factoring scheme proposed by the applicant.

Councillor McTiernan, seconded by Councillor Ferguson, moved that the application be granted, subject to the conditions set out in the officer's report, with Condition 5 amended to address footpath implementation dates. There being no amendment, the motion was declared carried.

The Committee agreed to grant the application, subject to the following conditions:-

1. That the development hereby approved shall be implemented in accordance with the submitted plans, drawings and recommendations contained in the application (inclusive of all associated supporting documentation) unless otherwise indicated below, all to the satisfaction of North Ayrshire Council as Planning Authority.
2. That prior to the commencement of the development hereby approved, the applicant shall submit a Construction Environmental Management Plan for the written approval of North Ayrshire Council as Planning Authority. Thereafter, the development shall be implemented in accordance with such details as may be approved to the satisfaction of North Ayrshire Council as Planning Authority.
3. That prior to the commencement of the development hereby approved, the developer shall provide full details of the proposed finishing materials to be used for the written approval of North Ayrshire Council as Planning Authority. Thereafter, the development shall progress in accordance with such details as may be approved.

4. That prior to the commencement of the development hereby approved, full details of the surface water drainage system for the development, including the discharge rate, basin capacity, other temporary storage capacity, water quality treatment measures and post development overland flood flow paths shall be submitted for the approval of North Ayrshire Council as Planning Authority. The scheme shall be prepared in accordance with the principles and practices contained in 'The SuDS Manual' (CIRIA report C753, published November 2015). Thereafter, the scheme as may be approved shall be implemented prior to the completion of the development and maintained thereafter to the satisfaction of North Ayrshire Council as Planning Authority.
5. That prior to the commencement of the development hereby approved, the developer shall provide comprehensive details, including implementation dates, of the proposed path connections to Blair Road and the B778 for the written approval of North Ayrshire Council as Planning Authority. The path connection to Blair Road shall incorporate ramped sections adjacent to the steps for the wheeling of cycles and shall be adequately edged and hard surfaced. Thereafter, the development shall progress in accordance with such details as may be approved to the satisfaction of North Ayrshire Council as Planning Authority.
6. That no development shall take place until the applicant has secured the implementation of a programme of archaeological works in accordance with a written scheme of investigation to be submitted by the applicant, agreed by the West of Scotland Archaeology Service, and approved by North Ayrshire Council and Planning Authority. Thereafter, the applicant shall ensure that the programme of archaeological works is fully implemented and that all recording and recovery of archaeological resources within the development site is undertaken to the satisfaction of the Planning Authority in agreement with the West of Scotland Archaeology Service.
7. That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting season and seeding seasons following the occupation of the dwellings or the completion of the development, whichever is the sooner. Any trees or plants which, within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species until established, unless North Ayrshire Council as Planning Authority gives written consent to any variation.

6. 23/00731/PPM: Meiklelaught Farm, Saltcoats

GPC 1127 Ltd. have applied for planning permission for the construction and operation of a 30 MW battery energy storage system with associated infrastructure, substation, security fencing, CCTV and landscaping on a site to the north west of Meiklelaught Farm, Saltcoats.

The Applicant's Agent addressed the meeting in support of the application and highlighted endorsement of the recommendations detailed in the officer report.

The Chief Planning Officer advised the Committee on representations received and officer responses in terms of the application.

Members asked questions and were provided with information in relation to:-

- any impact of the low-level decibel electrical noise which would occur from the site;
- the landscape appraisal and conditions to be applied to any Planning Permission;
- any implications in connection with the proposed future B714 upgrade; and
- the possible extension to the duration of landscaped area maintenance within the operational lifetime of the development.

Councillor McTiernan, seconded by Councillor Billings, moved that the application be granted, subject to the conditions set out in the officer's report, with Condition 4 amended to address landscape maintenance within the operational lifetime of the development. There being no amendment, the motion was declared carried.

The Committee agreed to grant the application, subject to the following conditions:-

1. That prior to the commencement of the development hereby approved, the developer shall provide full details of finishing materials of the containers, buildings and other ancillary structures for the written approval of North Ayrshire Council as Planning Authority. For the avoidance of doubt, the colour of the finishing materials shall be chosen to be sympathetic to the rural landscape. Thereafter the development shall progress in accordance with such details as may be approved.
2. That within a period of 24 weeks of the battery storage facility ceasing operation or becoming redundant for any reason, the site shall be remediated and restored to its previous condition to the satisfaction of North Ayrshire Council as Planning Authority.
3. That no development shall take place until there has been submitted to and approved by North Ayrshire Council as Planning Authority a scheme of landscaping, which shall include details of species, planting densities, soil treatment and aftercare and shall include indications of all existing trees and hedgerows on the land and details of any to be retained together with measures for their protection in the course of the development.
4. That all planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting season and seeding seasons following the occupation of the buildings or the completion of the development, whichever is the sooner; and any trees or plants which, within the operational lifetime of the development, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless North Ayrshire Council as Planning Authority gives written consent to any variation.
5. That the rated noise level, as defined in BS 4142:2014 +A1:2019, from the operation of the proposed facility must not exceed the background noise level at the curtilage of any noise sensitive property, by 5dB or more, to the satisfaction of North Ayrshire Council as Planning Authority.

6. That no development shall take place within the development site as outlined in red on the approved plan until the developer has secured the implementation of a programme of archaeological works in accordance with a written scheme of investigation which has been submitted by the applicant, agreed by the West of Scotland Archaeology Service, and approved by the Planning Authority. Thereafter the developer shall ensure that the programme of archaeological works is fully implemented and that all recording and recovery of archaeological resources within the development site is undertaken to the satisfaction of the Planning Authority in agreement with the West of Scotland Archaeology Service.
7. That Visibility splays of 2.5 metres by 120 metres, in both directions, must be provided and maintained at the junction with the public road to the satisfaction of North Ayrshire Council as Planning Authority. No item with a height greater than 1.05 metre above adjacent carriageway level must be located within these sightline triangles. The first 5 metres of the access measured from the existing edge of the public road shall be hard surfaced.
8. That prior to the commencement of the development hereby approved full details of the proposed access track shall be provided for the written approval of North Ayrshire Council as Planning Authority. These shall include details of the route, surfacing material and drainage as well as details regarding the proposals for the existing field access and dirt track. Thereafter, the development shall progress in accordance with such details as may be approved.
9. That the construction of the development hereby approved shall take place outwith the main bird breeding season of March to August, otherwise, if taking place within this period, a pre-commencement nesting survey shall be undertaken by a suitably experienced ecologist and the results submitted for the written approval of North Ayrshire Council as Planning Authority. Any remediation/mitigation required shall be undertaken prior to the commencement of the development, to the satisfaction of North Ayrshire Council as Planning Authority.
10. That prior to the commencement of the development hereby approved, a Badger Survey shall be undertaken by a suitably experienced ecologist and the result submitted for the written approval of North Ayrshire Council as Planning Authority. Any remediation/mitigation required shall be undertaken prior to the commencement of the development, to the satisfaction of North Ayrshire Council as Planning Authority.
11. That measures to appropriately maintain run-off flow-paths through the site and/or reroute runoff flow-paths around the site would be provided for the written approval of North Ayrshire Council as Planning Authority and that the identified measures would be fully implemented prior to the first use of the site as an energy storage facility.

The meeting ended at 3.30 p.m.