



**North Ayrshire Council**  
Comhairle Siorrachd Àir a Tuath

## **North Ayrshire Council Meeting**

**8 December 2021**

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**From 29 April – 29 November 2021**

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**Ayrshire Economic Partnership Board**  
**29 April 2021**

At a Meeting of the Ayrshire Economic Partnership Board at 2.00 p.m. involving participation by remote electronic means.

**Present**

Councillors Peter Henderson and Brian Connolly (South Ayrshire Council); Marie Burns, Joe Cullinane and Alex Gallagher (North Ayrshire Council); Tom Cook, John McGhee and Douglas Reid (East Ayrshire Council).

**In Attendance**

C. Hatton, R. McCutcheon, K. Yeomans and C. McAuley (North Ayrshire Council); E. Fraser, D. McDowall, J. McLauchlan and A. Craig (East Ayrshire Council); E. Howat, D. Gillies and T. Leijser (South Ayrshire Council); E. Baird and R. Phillips (Scottish Government); G. Adam and S. Ingledew (Scottish Enterprise); J. Mone and M. Radosavljevic (University of West of Scotland); A. Dobson (Taste of Arran); S. Foster (Spirit AeroSystems); M. Goodfellow (Highlands and Islands Enterprise); A. Glass (Skills Development Scotland); A. Gillespie (University of Strathclyde); A. McGregor (University of Glasgow); H. Kuboyama (Federation of Small Businesses); M. Roughhead (Visit Scotland); V. Russell (Ayrshire Chamber of Commerce); C. Hume (Utopia Computers) and H. Clancy (North Ayrshire Council).

**Also in Attendance**

A. Bullough (Audit Scotland)

**Apologies**

Councillor Siobhian Brown (South Ayrshire Council), Katie Hutton (Skills Development Scotland), Craig Mahoney (University of the West of Scotland) and Carol Turnbull (Ayrshire College).

**Chair**

Councillor Peter Henderson in the Chair.

**1. Apologies**

Apologies were noted.

**2. Minutes**

The Minutes of the meeting of the Partnership Board held on 29 January 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Actions from Last Meeting**

**3.1 Analysis of Data and Information Requirements**

Submitted report by David McDowall, Interim Head of Planning and Economic Development East Ayrshire Council on the analysis of data & information requirements.

The Partnership Board asked questions and was provided with further information in relation to: -

- importance of establishing baseline data against which progress could be measured;
- ensuring projects aligned with Community Wealth Building; and
- environmental impacts.

Noted.

### **3.2 Communications/PR Plan**

The Partnership Board received a verbal update from Allison Craig on the development of a Communications/PR Plan for the work of the Partnership Board. Allison advised that a draft Communication, Marketing and Stakeholder engagement plan had been pulled together by the PMO. The draft plan highlighted who the key stakeholders are in relation to the Growth Deal, communications requirements and how best to engage with them.

Noted.

## **4 Ayrshire Growth Deal Programme Update**

Submitted report by David McDowall, Interim Head of Planning and Economic Development East Ayrshire Council on the Ayrshire Growth Deal. The Ayrshire Growth Deal and development of its component projects were set out at Appendix 1 to the report, the draft spend profile set out at Appendix 2, the suite of deal documents set out at Appendices 3 – 7 and the finalised agreement set out at Appendix 8 to the report.

The Partnership Board was advised that delivery of the HALO Kilmarnock, Enterprise and Innovation Hub, on the former Johnnie Walker site in Kilmarnock, was on track for the end of April 2021 with the property being marketed and a number of positive enquiries. However, it was anticipated that formal agreements would only be possible once lockdown eased, and a revised target date of September 2021 for completion and opening of the building.

Noted.

## **5. Project Presentations**

Received a presentation by Karen Yeomans, Director (Growth and Investment) North Ayrshire Council on i3 Flexible Space, Irvine and the Maritime Mile, Irvine.

The Partnership Board was advised that Scottish Government had verbally agreed the Outline Business Cases for both projects and that formal confirmation was expected shortly.

The i3 Flexible Space presentation highlighted the aims of the projects, draft Masterplan, land ownership overview, progress to date and each phase and associated timeline.

The Maritime Mile presentation highlighted the strategic delivery plan, great harbour framework, masterplan, concept design, maritime hub, concept and arts hub, coastal hub, cost plan and project timeline.

Noted.

## **5. National Economic Opportunities Presentation**

Received a presentation by Stephen Ingledew, Scottish Enterprise on the refreshed approach to National Economic opportunities. The presentation highlighted the opportunities and ambitions and the themes including Climate and Net Zero, Health and Wellbeing, Advanced Manufacturing, and Digital and Data.

The Partnership Board asked questions and was provided with further information in relation to: -

- flexibility of the programmes and how tailored they could be towards the needs of an individual region like Ayrshire;
- the Partnership Board's involvement and the opportunity to consider this work further at the future workstream leads workshop;
- opportunities for Ayrshire to be part of Scotland's ambitions for Fintech; and
- how measuring the correct data would help increase the life chances and opportunities for people in Ayrshire.

Noted.

## **6. Freeports/Greenports Update**

Received a verbal update from Caitriona McAuley, Head of Service (Economic Development and Regeneration) North Ayrshire Council on the establishment of Freeports in the UK. It was highlighted the Scottish Government had planned to launch the Greenport prospectus in March 2021 but were unable to reach agreement with the UK Government therefore the prospectus bid was not launched.

The Partnership Board agreed that officers would not continue to prepare a bid for Freeports/Greenports and would instead continue to monitor the development of other bids and report back to the Board any issues that would impact upon the region.

Noted.

## **7. COP 26**

Received a verbal update on the 26<sup>th</sup> UN Climate Change Conference of the Parties. It was highlighted Scottish Enterprise and Highlands and Islands Enterprise were working with the Scottish Government to create a strategy that would support business engagement in the lead up to COP 26. It was noted that Scottish Government now had an established team for COP 26 and hoped to have an implementation plan out at an early date.

The Partnership Board were also advised of the progress of the Council's in developing initiatives directly within the COP26 conference and at a local level.

Noted.

## **9 Workstream Updates**

Submitted, for noting, the workstream progress reports.

Noted.

The meeting ended at 4.05 p.m.

## **AYRSHIRE SHARED SERVICES JOINT COMMITTEE**

Minutes of meeting held remotely on 3 September 2021 at 10.00 a.m.

- Present:** Councillors Ian Cochrane (Chair) and Alec Clark (South Ayrshire Council); and Councillors Tom Cook and Douglas Reid (East Ayrshire Council).
- Apologies:** Councillors Bob Pollock and Philip Saxton (South Ayrshire Council); and Councillors John McGhee and Jim Roberts (East Ayrshire Council).
- Attending:** K. Carr, Assistant Director - Place; K. Kelly, Depute Chief Executive: Safer Communities; P. Whip, Group Finance Manager; E. Mackay, Chief Auditor (East Ayrshire Council); K. Braidwood Head of Roads; Theresa Mackin, Business Support Manager; and K. Marwick, Transport Services Manager (Ayrshire Roads Alliance); A. Gibson, Committee Services Officer; and C. McCallum, Clerical Assistant (South Ayrshire Council).

### **1. Declarations of Interest.**

There were no declarations of interest by Members in terms of the Joint Committee's Order No. 25 and the Councillors' Code of Conduct.

### **2. Internal Audit Update Report.**

There was submitted a report ([issued](#)) of 19 August 2021 by the Chief Auditor, East Ayrshire Council providing an annual update reflecting Internal Audit outcomes from the previous year (in this exceptional case two years) and items included in the current year plan.

The Joint Committee

- (1) noted the outcomes of 2019/20 and 2020/21 Internal Audit work, as presented in paragraphs 12 to 17 of the report;
- (2) noted the Ayrshire Roads Alliance items included in the 2021/22 Internal Audit plan, as presented in paragraph 18 of the report;
- (3) to otherwise note the contents of the report.

### **3. Winter Service Review Progress Report.**

There was submitted a report ([issued](#)) of August 2021 by the Head of Roads, Ayrshire Roads Alliance regarding the Review of the Winter Service.

Following various questions from Members, it was agreed that the Head of Roads would provide a Member with the cost savings of using grit bins and provide another Member with the cost difference between using salt and brine on the roads.

Having considered the improvements introduced for 2020/21 Winter Season and noted that the Ayrshire Roads Alliance had been nominated for a UK Highways Award, the Joint Committee

- (1) acknowledged ongoing improvements; and
- (2) noted winter and other emergencies funding levels in relation to current levels of service.

**Councillor Reid joined the meeting during consideration of the above item.**

### **4. Risk Report and Register.**

There was submitted a report ([issued](#)) of August 2021 by the Head of Roads, Ayrshire Roads Alliance advising on the management of risk associated with the Ayrshire Roads Alliance.

Following discussion and having noted that more detail would be added to Risk ID "Material Shortages and Price Increases", the Joint Committee

#### **Decided:**

- (1) to note the risk register as presented in the report;
- (2) to continue to receive updates on progress; and
- (3) to otherwise note the contents of the report.

### **5. Revenue Financial Monitoring Report.**

There was submitted a report ([issued](#)) of August 2021 by the Head of Finance and ICT, East Ayrshire Council providing an update on the revenue budget monitoring position for the year to 31 March 2021, for the Ayrshire Roads Alliance.

The Joint Committee

**Decided:**

- (1) noted the financial management position of the Ayrshire Roads Alliance;
- (2) noted detail of the 2021-22 Ayrshire Roads Alliance revenue budget;
- (3) to request a further financial update at the next meeting of the Joint Committee;  
and
- (4) to otherwise note the contents of the report.

**6. Roadworks Programme2021/22.**

There was submitted a report ([issued](#)) of August 2021 by the Head of Ayrshire Roads Alliance advising of work completed through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2021-2022.

After it was agreed that the Ayrshire Roads Alliance would provide a Member with details of progress relating to the Girvan HGV Programme Area and that representative from the Ayrshire Roads Alliance would speak to a Member after the meeting regarding his concerns relating to the lack of resurfacing works in towns and villages, the Joint Committee

**Decided:**

- (1) to note the Ayrshire Roads Alliance works completed 2021/22;
- (2) to otherwise note the contents of the report.

**7. Update on Performance Scorecard.**

There was submitted a report ([issued](#)) of August 2021 by the Head of Ayrshire Roads Alliance regarding the progress made to date against the Performance Scorecard.

Having noted that there should be an additional column in the scorecard for residential roads, the Joint Committee

**Decided:**

- (1) to note the performance scorecard, as detailed in the report;
- (2) to continue to receive the performance scorecard updates; and
- (3) to otherwise note the contents of the report.

The meeting ended at 11.20 a.m.

**Ayrshire Economic Joint Committee**  
**13 September 2021**

At a Meeting of the Ayrshire Economic Joint Committee at 2.00 p.m. involving participation by remote electronic means.

**Present**

Councillors Joe Cullinane, Marie Burns and Alex Gallagher (North Ayrshire Council); Peter Henderson (South Ayrshire Council); Tom Cook, John McGhee and Douglas Reid (Item 3 onwards) (East Ayrshire Council).

**In Attendance**

C. Hatton, C. Mcauley and N. Mcilvanney (North Ayrshire Council); E. Fraser, D. McDowall and A. Craig (East Ayrshire Council); E. Howat and D. Gillies (South Ayrshire Council); S. Foster (Spirit AeroSystems); P. Zealey (Skills Development Scotland); C. Turnbull (Ayrshire College); G. Adam (Scottish Enterprise); E. Mackay, Chief Auditor (East Ayrshire Council); and A. Little (North Ayrshire Council).

**Apologies**

Brian Connolly (South Ayrshire Council).

**Chair**

Councillor Joe Cullinane in the Chair.

**1. Appointment of Chair**

It was noted that under the Terms of Reference for the Ayrshire Economic Joint Committee, the Chair of the Joint Committee was due, from September 2021, to rotate to South Ayrshire Council for the period up until September 2022.

It was unanimously agreed to appoint Councillor Peter Henderson as Chair of the Joint Committee for the period up until September 2022.

**2. Minutes**

The Minutes of the meeting of the Joint Committee held on 24 May 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Review of Working Arrangements and Development of Regional Economic Strategy**

Submitted report by Craig Hatton, Chief Executive North Ayrshire Council on behalf of the three Council Chief Executives on the review of working arrangements and the next steps in the development of the Regional Economic Strategy.

The Joint Committee asked questions and were provided with further information in relation to:-

- The impact of the pandemic on the development of the Strategy and work that will be done to bring it back into alignment with the Regional Skills Investment Plan;
- Governance and procurement issues that have affected the Skills Fund; and
- A procurement exercise that will be undertaken to commission external expertise that brings particular skills and knowledge in respect of developing an inclusive and well-being economy for Ayrshire

The Committee agreed (a) to the strengthened working arrangements for the Partnership and the formation of a Regional Strategy Working Group; (b) to note that Terms of Reference based on the broad remit outlined at Section 11 of this report be developed for the Regional Strategy Working Group for consideration at the next meeting of the Joint Committee; and (c) on behalf of the Partnership, the three Councils commission external expertise that brings particular skills and knowledge in respect of developing an inclusive and well-being economy utilising Community Wealth Building principles to develop a Regional Economic Strategy for consideration at a future meeting of the Committee.

#### **4. Ayrshire Growth Deal Programme Update**

Submitted report by Allison Craig, Ayrshire Growth Deal Strategic Manager on the progress of the Ayrshire Growth Deal and the development of its component projects as at 30 August 2021. Appendix 1 to the report outlined the Ayrshire Growth Deal Quarterly Update of Programme and Projects. The Draft Implementation Plan was provided at Appendix 2 and Appendix 3 detailed the Benefits Realisation Plans – Guidance for Regional Partnerships.

The Joint Committee asked questions and were provided with further information in relation to:-

- The target date for the Skills Fund that was set within the Implementation Plan and will be reviewed to ensure the start date is still appropriate;
- Ongoing management of the slippage in some projects to bring the overall programme back on track;
- Lobbying of the UK and Scottish Government in respect of carbon emissions;
- Two potential landing sites in Ayrshire for the subsea fibre optic cable and discussions on a range of factors with the UK Government that are ongoing;
- Inflationary pressures that require to be managed to deliver capital projects on budget;
- A specific agenda item, or special meeting, on risk, where there is a specific risk that requires to be discussed; and
- An imminent announcement from the Scottish Government on the future of Prestwick Airport.

The Committee agreed to (a) note (i) the updates provided in the report; (ii) the progress across the Ayrshire Growth Deal Programme; (iii) the approach and timescales for the Benefits Realisation Plan; (iv) the target dates for business case approvals; (v) anticipated slippage of business case milestones and risk to financial drawdown; and (vi) the main strategic and operational risks; and (b) approve the updated Implementation Plan.

## **5. Food Procurement Contracts: Supply and Delivery of Fresh/Organic Food Stuffs**

Submitted report by David McDowall, Head of Economic Growth on the results of the recent procurement exercise undertaken by East Ayrshire Council in relation to its fresh and organic foodstuff contracts and to highlight the successful bidders. The Progress Report to the Executive Oversight Group was attached at Appendix 1 to the report.

The Joint Committee asked questions and were provided with further information in relation to:-

- A report to the Lead Officers Group on the involvement of other anchor institutions; and
- Work with local businesses on co-operative working and contingency plans that are in place to ensure consistent supplies.

The Committee noted (a) the outcome of the recent tendering exercise undertaken in respect of its fresh and organic foodstuffs contracts; and (b) that the majority of successful tenderers are Ayrshire-based suppliers, demonstrating the Council's commitment to the principles of Community Wealth Building as set out in the Anchor Charter.

## **6. Clean Growth Workstream: Ayrshire Energy Masterplan**

The Committee was advised that this item had been withdrawn.

## **7. Ayrshire Growth Deal: Internal Audit Annual Report 2020/21**

Submitted report by Eilidh Mackay, Chief Auditor on the Ayrshire Growth Deal Internal Audit Annual Report 2020/21. Appendix 1 detailed the AGD Governance Document (Internal Audit Extract). East Ayrshire Council Internal Audit Annual Opinion 2020/21 was provided at Appendix 2. Appendix 3 and 4 outlined the North Ayrshire Council Internal Audit Annual Opinion 2020/21 and South Ayrshire Council Internal Audit Annual Opinion 2020/21 respectively.

The Joint Committee asked a question and were provided with further information in relation to:-

- Individual detailed audit work that provides sound assurance; and
- The most that Internal Audit will provide in the annual opinion is reasonable assurance, based on the risk based plan and a rolling programme of work.

Noted.

## **8. Ayrshire Growth Deal: Internal Audit Plan 2021/22**

Submitted report by Eilidh Mackay, Chief Auditor on the Ayrshire Growth Deal Internal Audit Plan 2021/22. Appendix 1 to the report detailed the AGD Governance Document (Internal Audit Extract) and the AGD Consolidated Internal Audit Annual Plan 2021/22 was provided at Appendix 2 to the report.

The Joint Committee asked questions and were provided with further information in relation to:-

- Separate audits that are undertaken to examine the governance arrangements in place in each of the councils to support the processing of the AGD projects; and
- Oversight that is provided by the Chief Auditor (East Ayrshire Council) and reported in the annual consolidated internal audit plan in line with obligations laid out in the AGD Governance Document.

Noted.

The meeting ended at 3.05 p.m.



**North Ayrshire Health and Social Care Partnership**  
**Minute of Integration Joint Board meeting held on**  
**Thursday 23 September 2021 at 10.00 a.m.**  
**involving participation by remote electronic means**

**Present**

Bob Martin, NHS Ayrshire and Arran (Chair)  
Councillor Robert Foster, North Ayrshire Council (Vice Chair)  
Councillor Timothy Billings, North Ayrshire Council  
Adrian Carragher, NHS Ayrshire and Arran  
Councillor Anthea Dickson, North Ayrshire Council  
Jean Ford, NHS Ayrshire and Arran  
Mhairi Kennedy, NHS Ayrshire and Arran  
Councillor John Sweeney, North Ayrshire Council

Caroline Cameron, Director of Health and Social Care Partnership  
Paul Doak, Chief Finance and Transformation Officer  
Darren Fullarton, Associate Nurse Director/IJB Lead Nurse  
Dr Calum Morrison, Acute Services Representative

David Donaghey, Staff Representative (NHS Ayrshire and Arran)  
Louise McDaid, Staff Representative (North Ayrshire Council)  
Graham Searle, Carers Representative  
Clive Shephard, Independent Sector Representative  
Glenda Hanna, Independent Sector Representative (Depute for Jackie Weston)  
Vicki Yuill, Third Sector Representative  
Janet McKay, IJB Garnock Valley HSCP Locality Forum (Chair)  
Louise Gibson, IJB Irvine Locality Forum (Chair)

**In Attendance**

Thelma Bowers, Head of Service (Mental Health)  
Alison Sutherland, Head of Service (Children, Families and Criminal Justice)  
Eleanor Currie, Principal Manager (Finance)  
Aileen Craig, Head of Service (Democratic Services)  
Craig Stewart, Committee Services Officer  
Diane McCaw, Committee Services Officer

**Apologies**

Dr Louise Wilson, GP Representative

**1. Apologies and Chair's Remarks**

Apologies for absence were noted.

The Chair advised of the resignation of John Rainey through ill health and the Board expressed its thanks and appreciation for his contribution to the Board and the Performance and Audit Committee. The Chair further welcomed Jean Ford who has re-joined the IJB for a short period of time.

## **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/Action Note**

The accuracy of the Minutes of the meeting held on 26 August 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **3.1 Matters Arising from the Action Note**

The Action around Community Alarm/Telecare Services Transition from Analogue to Digital action (Action 1) will be submitted to the IJB by the end of this calendar year (December 2021), including information on the date for changeover.

The following items detailed on the Action Plan will be picked up as part of the refresh of the Strategic Plan:-

- UK Care Home Industry update on the Commissioning Strategy (Action 2);
- National Digital Strategy (Action 3);
- Public Health Scotland locality profiles and priorities (Action 4); and
- NHS Ayrshire and Arran Remobilisation Plan (Action 7).

An updated Action Note will be circulated to Board Members following the meeting.

## **4. Director's Report**

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

The report provided an update on the following areas:-

- Statutory guidance relating to Police powers in the Age of Criminal Responsibility (Scotland) Act 2019 which was published on 2 September 2021;
- Publication by the Scottish Government of the National Guidance for Child Protection in Scotland 2021;
- The National Care Service Consultation;
- The Herbert Protocol initiative to support vulnerable persons living with dementia or memory loss;
- Turning Point Scotland's PEAR service remembrance event held on 31 August 2021;
- The commissioning of Penumbra to deliver the pilot Support for Families Bereaved by Suicide service;

- A Covid update noting that the Partnership, along with the NHS and NAC, still operate on an “emergency” footing;
- The Scottish Ministers announcement that a Scottish Public Inquiry will be established to consider matters in relation to Scotland’s handling of the Covid-19 pandemic under the Inquiries Act 2005; and
- Updated information in relation to self isolation exemption, physical distancing, Covid recovery legislative consultation, enhanced clinical and professional oversight arrangements for Social Care, vaccinations, community testing and staff testing.

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

- feedback from IJB Members in terms of the Covid-19 Public Inquiry being considered at the Development Session taking place on the afternoon of 23 September 2021;
- the Covid Recovery Legislative Consultation response being circulated to the IJB prior to submission;
- awaited communication from the Scottish Government in terms of the Covid booster and flu programme;
- the option for members of the public to book separate Covid booster and flu vaccination slots if they are concerned about having both administered at the same time; and
- the additional National Care Consultation TSI online forum and National Care Service session taking place on 30 September.

The Chair undertook to contact Public Health to register the Board’s concerns that information requires to be circulated urgently to the public in terms of the Covid booster and flu vaccination programme.

Noted.

## **5. Financial Performance - Month 4**

Submitted report by Paul Doak, Head of Service (HSCP Finance and Transformation) on the financial position of the Health and Social Care Partnership. Appendix A to the report provided the financial overview of the partnership position, with detailed analysis provided in Appendix B. Appendix C (i) showed the full Transformation Plan for 2021/22, which had been agreed by the Transformation Board. An overview of those service changes which do have financial savings attached to them and the current RAG status around the deliverability of each saving was outlined at Appendix C (ii). Appendix D highlighted the movement in the overall budget position for the partnership following the initial approved budget and the local finance mobilisation plan submission was provided at Appendix E to the report.

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

- any impact on services from the non filling of vacancies;
- the filling of some professional roles being challenging but that recruitment strategies are in place;
- costs in terms of the Covid vaccination programme will be captured by NHS Ayrshire and Arran and that what is contained within the report relates to the

North Ayrshire Health and Social Care delegated services part of the Covid response; and

- delayed discharges and care at home staff recruitment and retention.

The Board agreed to (a) note the overall integrated financial performance report for the financial year 2021-22, the current overall projected year-end overspend of £0.853m and that there is no proposal to implement a Financial Recovery Plan at the current time; (b) note the progress with delivery of agreed savings; and (c) note the remaining financial risks for 2021-22, including the impact of remaining Covid-19 estimates and costs.

## **6. CAMHS Extreme Team**

Submitted report by Thelma Bowers, Head of Service (Mental Health) providing an overview and update on the CAMHS Extreme Team Programme. Appendix 1 to the report detailed a summary of outcomes and recommendations.

The Board agreed to approve and endorse the recommendations developed by the Extreme Team and note the development of an implementation group to enable a second phase of delivery work to be progressed.

## **7. Community Wealth Building – Anchor Institution**

Submitted report by Caroline Cameron, Director (NAHSCP) seeking approval for the IJB to commit to being an Anchor Institution, defined as bringing ‘wealth in the form of jobs and supply chains’, as part of the North Ayrshire Community Wealth Building Strategy.

The Vice-Chair undertook to have circulated to the Board the Community Wealth Building Strategy Annual Report which will be submitted to the meeting of the Cabinet on Tuesday 28 September 2021.

The Board agreed to sign the Anchor Charter to become an Anchor Institution.

## **8. Meeting Dates 2022**

Submitted report by Karen Andrews, Team Manager (Governance) on the draft timetable for meetings of the IJB and the IJB Pac for 2022. Appendix 1 to the report detailed the full schedule of meetings.

The Board agreed to approve the dates for meetings of the Integration Joint Board and the Performance and Audit Committee as detailed in the report.

The meeting ended at 11.00 a.m.

Licensing Committee  
20 October 2021

At a Meeting of the Licensing Committee of North Ayrshire Council at 10.00 a.m. involving participation by remote electronic means and in person.

**Present (Physical Participation)**

Ronnie McNicol, Robert Barr and Donald L. Reid.

**Present (Remote Electronic Participation)**

Todd Ferguson, Jean McClung and Davina McTiernan.

**In Attendance**

W. O'Brien, Solicitor (Licensing), A. Toal, Administrative Assistant (Licensing) (Democratic Services), A. Little, D. McCaw and C. Stewart, Committee Services Officers (Chief Executive's Service).

**Apologies**

John Easdale, Scott Gallagher and Angela Stephen.

**Chair**

Councillor McNicol in the Chair.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Minutes**

The Minutes of the Meeting held on 18 August 2021 were confirmed and signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**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 5 (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.

### **Appendix A: Hearings**

#### **4.1 Private Hire Car Licence: PHCL/376 (New) Craig Dobbin**

The applicant, having been duly cited to attend, joined the meeting remotely at this point.

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

#### **Decision**

Councillor Barr, seconded by Councillor Reid, moved that the Committee 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. There being no amendment the motion was declared carried.

The applicant left the meeting at this point.

#### **4.2 Private Hire Car Licence: PHCL/373 (Substitute Vehicle) William Speirs**

The applicant, having been duly cited to attend, joined the meeting remotely at this point.

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

#### **Decision**

Councillor McClung, seconded by Councillor Reid, moved that the Committee grant the application in terms of Paragraph 9(2) of Schedule 1 to the Civic Government (Scotland) Act 1982. There being no amendment the motion was declared carried.

The applicant left the meeting at this point.

### **4.3 Private Hire Car Licence: PHCL/377 (New) Sharon Horn**

The applicant, having been duly cited to attend, joined the meeting remotely at this point.

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

#### **Decision**

Councillor Barr, seconded by Councillor Reid, moved that the Committee 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. There being no amendment the motion was declared carried.

The applicant left the meeting at this point.

### **Appendix B: Applications for Licences/Renewal of Licences**

#### **4.1 SPTL/038: Alexander Arkbuckle**

The Committee heard an update on this matter from the Solicitor (Licensing).

#### **Decision**

Noted.

The meeting ended at 10.40 a.m.

## **Staffing and Recruitment Committee**

22 October 2021

At the Meeting of Staffing and Recruitment of North Ayrshire Council at 9.10am involving participation by remote electronic means.

### **Present**

Joe Cullinane, John Bell, Marie Burns, Alan Hill, Tom Marshall, Donald L Reid and Robert Foster.

### **In Attendance**

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

### **Apologies**

### **Chair**

Joe Cullinane in the Chair.

### **1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 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 1 October 2021 was confirmed and the Minute and 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. Chief Social Work Officer**

The Committee interviewed 3 candidates for the post of Chief Social Work Officer and agreed to appoint Scott Hunter to the post.

The Meeting ended at 1.00pm.

Cabinet  
2 November 2021

At a Meeting of the Cabinet of North Ayrshire Council at 2:30 p.m. involving participation by remote electronic means.

**Present**

Joe Cullinane, John Bell, Robert Foster, Alex Gallagher, Louise McPhater and Jim Montgomerie; Andrew Bruce, Elizabeth Turbet (Church Representatives) and Jackie MacKenzie (Teaching Representative) (Agenda Item 3).

**In Attendance**

C. Hatton, Chief Executive; M. Boyd, Head of Service (Finance); F. Walker, Head of Service (People & ICT) (Chief Executive's Service); R. McCutcheon, Executive Director, C. McAuley, Head of Service (Economic Development and Regeneration), Y. Baulk, Head of Service (Physical Environment), J. Cameron, Senior Manager (Housing Strategy and Development), L. Kirk, Senior Manager (Regeneration); C. Dempster, Senior Manager (Roads) (Place); R. Arthur, Head of Service (Connected Communities) and A. McClelland, Head of Service (Education) (Communities and Education); C. Cameron, Director (Health and Social Care Partnership); A. Craig, Head of Service, I. Hardy, Corporate Policy & Performance Officer; M. Sugden, Communications Officer, C. Stewart and H. Clancy, Committee Services Officers (Democratic Services).

**Chair**

Joe Cullinane in the Chair.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Minutes**

The Minutes of the Meeting of the Cabinet held on 28 September 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Education Authority Annual Plan 2021-22**

Submitted a report by the Interim Executive Director (Communities and Education) on the publication of the Education Authority Annual Plan for 2021-22. The draft Annual Plan was attached at Appendix 1 to the report.

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

- the alignment of performance indicators contained in the Annual Plan to the Council's priorities, including such measures as on attainment, etc.; and
- the requirement to focus on wellbeing areas such as mental health, particularly in view of circumstances caused by the Covid-19 pandemic.

The Cabinet agreed (a) that the draft Education Authority Annual Plan for 2021-22 be aligned to the Council Plan priorities and the National Improvement Framework priorities; and (b) to approve the publication of the plan.

#### **4. Local Government Benchmarking Framework (LGBF) 2019-20 Data Analysis (Data Released May 2021)**

Submitted a report and presentation by the Head of Service (Democratic Services) on an analysis of the Council's performance within the Local Government Benchmarking Framework. The LGBF 2019/20 Data Analysis was attached at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to the range and scope of the data analysis and whether it accurately represented the performance of the Council where it mattered.

The Cabinet agreed to (a) note the results of the LGBF indicators as at 2019/20; and (b) refer this report to the Audit and Scrutiny Committee for further consideration.

#### **5. Ayrshire Shared British Sign Language (BSL) Local Plan 2018-24: Mid Term Report**

Submitted a report by the Head of Service (Democratic Services) on the Ayrshire Shared British Sign Language (BSL) Local Plan 2018-2024 Mid-Term Report. The Mid-Term report was attached at Appendix 1 to the report.

The Cabinet agreed to endorse the publication of the Ayrshire Shared British Sign Language (BSL) Local Plan 2018-2024 Mid-Term Report as set out at Appendix 1 to the report.

#### **6. A National Care Service for Scotland - Consultation**

Submitted a report by the Head of Service (Democratic Services) on a response to the Scottish Government consultation on a National Care Service for Scotland. The proposed consultation response was set out at Appendix 1 to the report.

The Cabinet agreed to approve the proposed consultation response to the Scottish Government Consultation: A National Care Service for Scotland attached at Appendix 1 to the report and that it be submitted to the Scottish Government to meet the response deadline of 2<sup>nd</sup> November 2021 on the proviso that the response was subject to call-in in accordance with Standing Orders.

#### **7. Covid Recovery: A Consultation on public services, justice system and other reforms**

Submitted a report by the Head of Service (Democratic Services) on a response to the Scottish Government consultation on 'Covid Recovery: A Consultation on public services, justice system and other reforms'. The proposed consultation response was set out at Appendix 1 to the report.

The Cabinet agreed to approve the proposed consultation response to the 'Covid Recovery: A Consultation on public services, justice system and other reforms' consultation attached at Appendix 1 to the report.

## **8. Proposal for Community Investment Fund (CIF) Expenditure**

Submitted a report by the Interim Executive Director (Communities and Education) on an application by the Garnock Valley Locality Partnership to allocate CIF funding to a proposed project. The application was attached at Appendix 1 to the report.

The Cabinet agreed, having reviewed, the application from the Garnock Valley Locality Partnership in line with CIF criteria, to approve the CIF application in relation to Café Solace, Garnock Valley in the amount of £49,723 as detailed at Appendix 1 to the report.

## **9. Strategic Housing Investment Plan (SHIP) 2022-2027**

Submitted a report by the Executive Director (Place) on the Strategic Housing Investment Plan (SHIP) 2022-2027. The SHIP was attached at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to potential other development sites for consideration and inclusion in the SHIP, particularly island settlements such as Arran.

The Cabinet agreed to (a) approve the Strategic Housing Investment Plan 2022-2027 at Appendix 1 for submission to Scottish Government; and (b) grant delegated authority to the Executive Director (Place), in consultation with the Cabinet Member for the Green New Deal and Sustainability, to liaise directly with the Scottish Government in agreeing the North Ayrshire development programme and the rescheduling of projects, as required.

## **10. Levelling Up Fund – Round 2**

Submitted a report by the Executive Director (Place) on the UK Government Levelling Up Fund and seeking agreement to officers finalising and submitting an appropriate Round 2 bid based on Commercial Estate Development and associated Low Carbon Infrastructure.

It was noted that since the publication of the report, it had been confirmed that the next round of funding would be open for submissions in Spring 2022 and not Autumn 2021 as indicated in the report. The outcomes of Levelling Up Fund – Round 1 were also noted and particularly, that the bids for Lochshore and Ardrossan North Shore had been unsuccessful, while the bid associated with improvements to the B714 had been successful. Comments on the reasons for refusal relating to the Lochshore and Ardrossan North Shore application were awaited and would be taken into account for submission of further bids.

Members asked questions and were provided with further information in relation to the sustainable nature of Round 2 bid submissions, particularly Low Carbon Infrastructure and active travel solutions.

The Cabinet agreed to (a) note (i) the progress to date on the previously agreed submissions to the Levelling Up Fund and (ii) that officers had continued to develop a potential second round bid with South Ayrshire Council centred on Commercial Estate Development and associated Low Carbon Infrastructure; (b) to the finalisation and submission of a proposed Round 2 bid together with an associated business case, to the UK Government totalling up to £40m with South Ayrshire Council (maximum £20m per Authority); and (c) note that 10% (up to £2m) match funding would be required and which would be met from existing capital resources.

#### **11. 'Scotland Loves Local' Gift Card Scheme**

Submitted a report by the Executive Director (Place) on the 'Scotland Loves Local' Gift Card Scheme and to seek approval to sign the Local Authority Concordat. The Local Authority Concordat was attached at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to existing Gift Card Schemes such as the Arran Gift Card, and it was noted that the 'Scotland Loves Local' Gift Card Scheme was aimed at complementing existing schemes that were already in operation.

The Cabinet agreed to (a) note the update on the Scotland Loves Local Gift Card Scheme; (b) approve participation in the scheme for the first year at no financial cost to the Council; and (c) approve the signing of the Local Authority Concordat.

#### **12. Roads Winter Service and Weather Emergencies Plan 2021/22**

Submitted a report by the Executive Director (Place) on the Roads Winter Service and Weather Emergencies Plan 2021/22. The Winter Preparation Action Plan and the Roads Winter Service & Weather Emergencies Plan 2021/22 were attached at Appendices 1 and 2, respectively, to the report.

The Cabinet agreed to (a) approve the Roads Winter Service & Weather Emergencies Plan 2021/22; and (b) note the preparations and developments contained in the Winter Preparation Action Plan.

#### **13. Exclusion of 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 item of business on the grounds indicated in terms of Paragraph 10 of Part 1 of Schedule 7A of the Act.

#### **14. Montgomerie Park: Proposed Sale of Sites A and B**

Submitted a report by the Executive Director (Place) on progress following the marketing of Sites A and B and the Heads of Terms which have been negotiated prior to entering missives for the sale of the sites.

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

The meeting ended at 4.00 p.m.

**Planning Committee**  
**3 November 2021**

At a Meeting of the Planning Committee of North Ayrshire Council at 2.00 p.m. involving participation by remote electronic means.

**Present**

Tom Marshall, Timothy Billings, Robert Barr, Ian Clarkson, Robert Foster, Christina Larsen, Shaun Macaulay, Ellen McMaster, Ronnie McNicol and Donald Reid.

**In Attendance**

J. Miller, Chief Planning Officer, I. Davies and A. Hume, Senior Development Management Officers, L. Dempster and K. Gee, Technicians (Planning) (Economic Development and Regeneration); J. Law, Solicitor (Legal Services) and A. Little and H. Clancy, Committee Services Officers (Chief Executive's Service).

**Chair**

Councillor Marshall in the Chair.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Minutes**

The Minutes of the meeting of the Planning Committee held on 29 September 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. 21/00855/CON - Campbelton Farm, Hunterston Estate, West Kilbride**

The Scottish Government's Energy Consents Unit has consulted the Council, as Planning Authority, on an application under S.36 of the Electricity Act 1989, as amended. The application is for the 'Installation and operating of a grid services facilities including the storage and management of energy and associated infrastructure.' The development is considered to have an export capacity of up to 450 megawatts and would be operational for 40 years.

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

1. Prior to the commencement of the development a Construction Management and Traffic Management Plan shall be submitted to the Council, as Planning Authority, for approval. The Plan shall include details of managing traffic to ensure the safe use of the core path network by non-motorised transport. The development will thereafter proceed in accordance with any Plan as may be approved

2. That prior to the commencement of the development, details of the finish for the access from Beech Avenue shall be submitted to the Council, as Planning Authority,
3. That prior to the commencement of the development a dust management plan shall be submitted to the Council, as Planning Authority, for approval. Any plan as may be approved shall thereafter be implemented during construction.
4. That prior to the commencement of the development, details of the external finishes for the synchronous condenser building shall be submitted to the Council, as Planning Authority, for written approval. The development will thereafter proceed in accordance with any details as may be approved.
5. The rated noise level, as defined in BS 4142:2014+A1:2019, from the operation of the proposed grid services facilities, must not exceed the background noise level at the curtilage of any noise sensitive property existing or consented at the time of application.
6. That prior to the commencement of the development, details of the proposed land drainage and surface water management infrastructure and a demonstration that the development adequately addresses the recommendations of the Flood Risk Assessment, shall be submitted for the written approval of North Ayrshire Council, as Planning Authority. The development will thereafter be carried out in accordance with the details as may be approved.
7. That prior to the commencement of the development, details of the proposed landscaping be submitted to the Council, as Planning Authority, for approval. Any planting etc as may be approved shall be carried out in the first planting season and seeding season following the completion of the development. Any trees, plants etc. which, within a period of five years from the completion of the landscaping 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, unless North Ayrshire Council as Planning Authority gives written consent to any variation.

The meeting ended at 2.20 p.m.

## **Local Review Body 3 November 2021**

At a Meeting of the Local Review Body of North Ayrshire Council at 2.25 p.m. involving participation by remote electronic means.

### **Present**

Tom Marshall, Timothy Billings, Robert Barr, Ian Clarkson, Robert Foster, Christina Larsen, Shaun Macaulay, Ellen McMaster, Ronnie McNicol and Donald Reid.

### **In Attendance**

J. Miller, Chief Planning Officer, I. Davies and A. Hume, Senior Development Management Officers, L. Dempster and K. Gee, Technicians (Planning) (Economic Development and Regeneration); J. Law, Solicitor (Legal Services) and A. Little and H. Clancy, Committee Services Officers (Chief Executive's Service).

### **Chair**

Councillor Marshall in the Chair.

### **1. Order of Business**

The Chair, in terms of Standing Order 9.4, agreed to vary the order of business to allow consideration of Agenda Item 4 (Notice of Review: 21/00542/PPP 4 Lilybank Lane, Fairlie) prior to Agenda Item 3 (Notice of Review: 21/00419/PP 33 Blairlands Drive, Dalry).

### **2. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

### **3. Minutes**

The Minutes of the meeting of the Local Review Body held on 29 September 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **4. Notice of Review: 21/00542/PPP 4 Lilybank Lane, Fairlie**

Submitted report by the Head of Service (Democratic) on a Notice of Review by the applicant in respect of a planning application refused by officers under delegated powers.

The Notice of Review documentation, Planning Officer's Report of Handling, Location Plan, Planning decision notice, further representations by interested parties and the applicant's response to the further representations were provided as appendices to the report.

The Planning Adviser to the Local Review Body summarised the Notice of Review submitted by the applicant, the Report of Handling submitted by the appointed officer, the representations received and policies affecting the application. Photographs and plans of the site were displayed. The Planning Adviser referred to the applicant's request for a site visit

The Local Review Body unanimously agreed that enough information had been provided to determine the review request without a site visit.

Councillor Marshall, seconded by Councillor Barr, moved that the Local Review Body uphold the officer's decision to refuse the application for the reasons outlined in the Decision Notice.

There being no amendment the motion was declared carried.

Councillor Larsen left the meeting at this point.

#### **5. Notice of Review: 21/00419/PP 33 Blairlands Drive, Dalry**

Submitted report by the Head of Service (Democratic) on a Notice of Review by the applicant in respect of a planning application refused by officers under delegated powers.

At its meeting on 29 September 2021, the Local Review Body agreed that a site visit should be undertaken before the review request was determined. A site familiarisation visit was duly held on 19 October 2021, attended by Councillors Marshall, Barr, Clarkson, Larsen, McNicol and D. Reid. Only those Members of the LRB who attended the site visit would be eligible to participate in the determination of the review request.

Councillors Billings, Foster, Macaulay and McMaster left the meeting at this point.

The Notice of Review documentation, Planning Officer's Report of Handling, Location Plan, and Planning Decision Notice were provided as appendices to the report.

The Planning Advisor to the Local Review Body, introduced the matter under review, confirming that the Notice of Review had been submitted timeously by the applicant and that only those Members who had attended the site familiarisation visit were eligible to participate in the determination of the review request. Photographs and plans of the proposed development were displayed and the Planning Advisor provided the LRB with a verbal summary of the review documents.

Councillor Clarkson, seconded by Councillor McNicol, moved that the Local Review Body uphold the officer's decision to refuse the application for the reasons outlined in the Decision Notice.

There being no amendment the motion was declared carried.

The Meeting ended at 2.55 p.m.

Audit and Scrutiny Committee  
16 November 2021

At a Meeting of the Audit and Scrutiny Committee of North Ayrshire Council at 10.00 a.m. involving participation by remote electronic means.

**Present**

Marie Burns, Alan Hill, Davina McTiernan, Tom Marshall and Donald Reid.

**In Attendance**

A. McClelland, C. Amos and L. Morris, Heads of Service, (Communities); P Doak, Head of Service (Health and Social Care Partnership); M. Boyd, Head of Finance, T. Reaney, Head of Service (Recovery & Renewal), L. Miller, Senior Manager and K. Gray, Team Supervisor (Audit, Fraud, Safety and Insurance), A. Craig, Head of Service (Democratic), I. Hardy, Corporate Policy and Performance Officer, C. Stewart and D. McCaw, Committee Services Officers (Chief Executive's Service).

**Chair**

Councillor Burns in the Chair.

**Apologies**

Margaret George, John Sweeney.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Minutes**

The Minutes of (i) the Meeting of the Audit and Scrutiny Committee held on 14 September 2021; and (ii) the Special Meeting held on 27 September 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

In terms of item 3 of the Minute of the Meeting held on 14 September on the SEPA Reclassification of North Coast as Area of Potential Flooding, the Head of Service (Democratic) advised that the matter is being progressed by the Flood and Planning Teams and a report will be brought back to the Committee on this matter.

**3. Local Government in Scotland: Overview 2021**

Submitted report by the Head of Finance on the findings of the recent national report "Local Government in Scotland: Overview 2021", highlighting the key messages and providing an update of North Ayrshire Council's position in relation to the key recommendations made by Audit Scotland. A link to the full report was provided within the Executive Summary which reflects on the impact of the Covid-19 pandemic on the delivery of Council services, the initial response of Councils to the challenges and the progress being made in supporting the recovery within local communities.

Members asked a question and were provided with further information in relation to substantial additional support received from the Scottish Government to be utilised by the Council in terms of Covid recovery.

The Committee agreed to note (i) the findings of the Audit Scotland report and the challenges highlighted in relation to the Covid-19 pandemic; and (ii) the significant actions by North Ayrshire Council, its staff and its partners in responding to these challenges.

#### **4. Local Government Benchmarking Framework (LGBF) 2019-20 Data Analysis (Data Released May 2021)**

Submitted a report and received presentation by the Head of Service (Democratic) on an analysis of the Council's performance within the Local Government Benchmarking Framework. The LGBF 2019/20 Data Analysis was attached at Appendix 1 to the report.

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

- the difference between the LGBF and Spikes Cavell indicators in relation to procurement and on what is being measured in both;
- the importance of consistency to show any impact in terms of Community Wealth Building impact on procurement;
- an assurance that the LGBF and Spikes Cavell indicators can be tracked in parallel and comparisons made between both;
- information provided not being a league table; and
- whether the indicators accurately measure the performance of the Council nationally.

The Head of Finance undertook to bring information back to the Committee in terms of the differences between the LGBF and Spikes Cavell indicators to provide a side-by-side comparison with other Local Authorities to determine where the Council sits nationally.

The Committee agreed to note the results of the LGBF indicators as at 2019/20.

#### **5. 2020/21 Complaint Report**

Submitted report by the Head of Service (Democratic) on the Council's complaint performance and the volumes and trends of complaints received in financial year 2020/21. 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. The Corporate Complaints Annual Report 2020/21 was attached as an Appendix to the report.

Members asked a question and were provided with further information in relation to the potential underestimation of complaints which could be attributed to the closure of Council buildings throughout the pandemic.

The Head of Service (Democratic) undertook to contact the service and issue information to the Committee regarding any complaint reporting restrictions throughout the pandemic.

The Committee agreed to note the information contained within the report.

## **6. Strategic Risk Register 2021/22: Mid-year Update**

Submitted report by the Head of Service (Recovery & Renewal) which provided a mid-year update on the progress with actions related to the Strategic Risk Register. The Strategic Risk Report 2021/22, with detailed actions, was provided at Appendix 1 to the report.

Members asked a question and were provided with further information in relation to mitigation actions to ensure enough is being done as a Council to meet the challenges outlined at COP26.

The Committee agreed to note the mid-year update on the 2021/22 Strategic Risk Register.

## **7. Internal Audit Reports Issued**

Submitted report by the Head of Service (Finance) on the findings of Internal Audit work completed during September and October 2021. The findings from one audit assignment were detailed at Appendix 1 to the report, together with the respective executive summary and action plan.

The Committee agreed to note the outcomes from the Internal Audit work completed as set out in the report.

## **8. 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 2021. Appendix 1 to the report provided full details of 3 Internal Audit actions which were not completed within the agreed timescale.

The Senior Manager, Audit, Fraud, Safety and Insurance, advised the Committee that the audit in relation to Information Governance and Data Protection had now been implemented.

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

## **9. Internal Audit Plan 2021/22: Mid-year Update**

Submitted report by the Head of Service (Finance) providing an update as at 30 September 2021 on progress made in delivering the 2021/22 Internal Audit Plan, including information of seven audits to be deferred to the 2022/23 Internal Audit Plan. The Internal Audit Quarter 2 Progress Report was set out at Appendix 1 to the report.

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

- the assignment plan on Procurement and Accounts Payable having been extended to allow for a follow-up of the previous audit in relation to procurement cards;
- the decision to defer facilities management procurement; and
- an update on Procurement Cards being provided to a future meeting of the Committee within the current administration period.

The Committee agreed to (a) approve the deferral of seven audits for consideration as part of the 2022/23 internal audit plan; (b) receive an update on procurement cards to a meeting of the Committee within this administration; and (c) otherwise note the mid-year position.

## **10. Corporate Fraud Team Update**

Submitted report by the Head of Finance on the work of the Corporate Fraud Team between April and September 2021.

The Senior Manager (Audit, Fraud, Safety and Insurance) highlighted investigations which had been carried out across a range of areas including employee related matters as well as Council Tax, Discretionary Housing Payments, Scottish Welfare Fund, Blue Badges and Housing tenancy issues. Joint working with the Department for Work and Pensions (DWP) paused during the Covid-19 pandemic, however, DWP have intimated that they will shortly be looking to recommence this work for cases where suspected frauds relate to both Housing Benefit and Council Tax Reduction.

The Committee agreed to note the work carried out by the Corporate Fraud Team between April and September 2021.

## **11. Exclusion of the Public – Para 1**

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 item of business on the grounds indicated in terms of Paragraph 1 of Part 1 of Schedule 7A of the Act.

## **12. Investigation Reports Issued**

Submitted report by the Head of Service (Finance) on investigation reports finalised since the last meeting.

The Head of Finance undertook to provide information to the Committee as discussed.

Noted.

The meeting ended at 11.25 a.m.

Licensing Committee  
17 November 2021

At a Meeting of the Licensing Committee of North Ayrshire Council at 10.00 a.m. involving participation by remote electronic means and in person.

**Present (Physical Participation)**

Ronnie McNicol, Robert Barr and Ronnie Stalker.

**Present (Remote Electronic Participation)**

John Easdale, Todd Ferguson, Jean McClung, Davina McTiernan and Angela Stephen.

**In Attendance**

W. O'Brien, Solicitor (Licensing), A. Toal, Administrative Assistant (Licensing) (Democratic Services), D. McCaw, A. Little and H. Clancy, Committee Services Officers (Chief Executive's Service).

**Apologies**

Scott Gallacher and Donald L. Reid

**Chair**

Councillor McNicol in the Chair.

**1. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**2. Minutes**

The Minutes of the Meeting held on 20 October 2021 were confirmed and signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**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 5 (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.

### **Appendix A: Hearings**

#### **4.1 Private Hire Car Licence: PHCL/3768 (New) David McKnight**

The applicant, having been duly cited to attend, joined the meeting remotely at this point.

The applicant addressed the Committee on the issues raised and responded to questions. Cllrs Ferguson and Stephen joined the meeting at this point and took no part in the decision. The applicant then withdrew to allow the Committee to deliberate, returning to hear the Committee's decision.

### **Decision**

Councillor Easdale, seconded by Councillor McNicol, moved that the Committee grant the application to treat the car as an exception to the Specification Policy and regard it as 'suitable' for use as a hire-car, in terms of the Civic Government (Scotland) Act 1982 Section 10(2). There being no amendment, the motion was declared carried.

The applicant left the meeting at this point.

#### **4.2 Taxi Licence: Scott Dalzell**

The Licence holder, having been duly cited to attend, was not present.

### **Decision**

Councillor Barr, seconded by Councillor Ferguson, moved that the Committee refuse the application on the grounds of public safety, in terms of Paragraph 9(2) of Schedule 1 to the Civic Government (Scotland) Act 1982. There being no amendment, the motion was declared carried.

## **Appendix B: Applications for Licences/Renewal of Licences**

### **4.3 TDL/02129: Alan Mark**

The Committee agreed, on the basis of the information presented, to proceed to a Hearing in terms of Paragraph 4(2) of Schedule 1 of the Civic Government (Scotland) Act 1982.

### **5. Urgent Item**

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

#### **5.1 Taxi Driver's Licence: TDL/291: James Archibald Imrie Williamson**

The Solicitor (Licensing) set out the background to a request from Police Scotland for the suspension of a Taxi Driver's Licence.

#### **Decision**

The Committee agreed, on the basis of the information presented, to proceed to a Hearing in terms of Paragraph 11(7) of Schedule 1 of the Civic Government (Scotland) Act 1982.

The meeting ended at 10.45 a.m.

Police and Fire and Rescue Committee  
22 November 2021

At a Meeting of the Police and Fire and Rescue Committee of North Ayrshire Council at 2.30 p.m. involving participation by remote electronic means.

**Present**

John Glover

**In Attendance**

A. Craig, Head of Service (Democratic), A. Little and H. Clancy, Committee Services Officers (Chief Executive's Service).

**Also In Attendance**

Chief Superintendent Hussain and Temporary Chief Inspector A. Paterson (Police Scotland); Area Commander I. McMeekin and Station Commander K. Rennie (Scottish Fire and Rescue Service).

**Chair**

Councillor Glover in the Chair.

**1. Apologies**

Apologies from Councillors Davina McTiernan, Jimmy Miller, Donald L. Reid and Angela Stephen were noted.

**2. Chair Remarks**

In terms of Standing Order 8.3, there being insufficient members of the Committee to constitute a quorum, the Chair advised that the meeting could not proceed and that Agenda items would be redirected to a Special meeting on 29 November 2021 at 2.00 p.m.

The meeting ended at 2.40 p.m.

Police and Fire and Rescue Committee  
29 November 2021

At a Meeting of the Police and Fire and Rescue Committee of North Ayrshire Council at 2.00 p.m. involving participation by remote electronic means.

**Present**

John Glover, Jimmy Miller, Ellen McMaster, Davina McTiernan, Donald L. Reid and Ronnie Stalker.

**In Attendance**

A. Craig, Head of Service (Democratic), H. Clancy and C. Stewart, Committee Services Officers (Chief Executive's Service).

**Also In Attendance**

Chief Superintendent Hussain and Temporary Chief Inspector A. Paterson (Police Scotland); Area Commander I. McMeekin, Station Commander P. Timmons, Local Authority Liaison Officer G. Tait (Scottish Fire and Rescue Service).

**Chair**

Councillor Glover in the Chair.

**1. Welcome and Introductions**

The Chair welcomed everyone to the meeting.

**2. Declarations of Interest**

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

**3. Minutes**

The Minutes of the Meeting of the Police and Fire and Rescue Committee held on 17 August 2021 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**4. Chair and Vice-Chair Verbal Updates**

There were no updates provided.

**5. Police Scotland Consultation on the Review of Development of Local Police Plans**

Submitted report by the Head of Service (Democratic) on the consultation response submitted in terms of the Review of Local Police Plans for 2020-23. The response was set out at Appendix 1 to the report.

The response recognised the programme of engagement undertaken by Police Scotland in preparing the most recent Plan and that subsequent consultation and more in-depth engagement would take place.

The Committee noted the terms of the consultation response submitted.

Councillor Stalker joined the meeting at this point.

## **6. Scottish Fire and Rescue Service Consultation on Strategic Plan 2019-2022**

Submitted report by the Head of Service (Democratic) on the consultation request and proposed response on the Scottish Fire and Rescue Service Strategic Plan 2019-2022. The response, reflecting on the positive working relationship fostered between the Council and SFRS and offering some comment for future inclusion in the next SFRS Strategic Plan, was detailed at Appendix 1 to the report.

The Committee agreed to (a) note the terms of the consultation request; and (b) approve submission of the draft response detailed at Appendix 1 to the report.

## **7. Fire and Rescue Framework Consultation**

Submitted report by the Head of Service (Democratic) on the request for feedback to inform the provision of a consultation response on the next Fire and Rescue Framework for Scotland. The Strategic Priorities, attached at Appendix 1 to the report, provided feedback on the seven proposed Strategic Priorities detailed at section 2.2 of the report. Views will be collated and considered by Scottish Ministers in finalisation of the Framework.

The Committee agreed (a) to provide the feedback on the proposed Strategic Priorities outlined at Appendix 1 to the report to enable a consultation response to be formulated; and (b) to authorise the Head of Service (Democratic) to submit a response to the Scottish Government on behalf of the Committee, in consultation with the Chair.

## **8. Scottish Fire and Rescue Service Consultation on Unwanted Fire Alarm Signals**

Submitted report by the Head of Service (Democratic) on the response submitted to the consultation in terms of Unwanted Fire Alarm Signals (UFAS).

The response, attached at Appendix 1 to the report, recognised the challenges presented by attending UFAS and indicated concern regarding possible diminution in service provision and the associated risks. Similarly, the response recognised the risks to responding quickly to other emergencies if appliances were otherwise engaged on false alarms.

Noted.

## **9. Scottish Fire and Rescue Service Performance**

Submitted report by the Scottish Fire and Rescue Service which provided information on the progress against the North Ayrshire Local Fire and Rescue Plan for the period 1 April 2021 – 30 September 2021. 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 recently published 2020-21 Incident Statistics Report.

Review of performance against the six indicators identified four indicators were below, one indicator above and one the same as the three-year average. Data on Home Fire Safety Visits, Fire Safety Audits and the retained duty system was also provided within the report.

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

- The awareness raising work to address fire related incidents in the Stevenston; and
- Work with local communities, including schools and youth groups to prevent deliberate fire setting.

Noted.

## **10. Scottish Fire and Rescue Service: Upcoming Changes in Fire Alarm Legislation**

Local Authority Liaison Officer Gary Tait, Scottish Fire and Rescue Service provided a presentation on the upcoming changes in fire alarm legislation.

The presentation provided information on: -

- The Housing (Scotland) Act 1987 (Tolerable Standard) (Extension of Criteria) Order 2019 new element that was introduced;
- The recommendations from the Building and Fire Safety Working Group;
- The delay in the Implementation of the legislation; and
- Requirements for all domestic properties.

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

- costs related to the installation of detectors; and
- the follow up by Scottish Fire and Rescue Service following the implementation date.

Noted.

## **11. Police Scotland Performance Report**

Submitted report by Police Scotland on performance in relation to the North Ayrshire Local Policing Plan for the period 1 April 2021 to 30 September 2021.

The report provided details of North Ayrshire's performance including a 7.9% decrease in the total number of crimes. The report outlined progress in the areas of serious crime, safer communities, acquisitive crime, community wellbeing, road safety and public confidence.

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

- The effectiveness of the CCTV in the three towns area;
- Clarification on the Anti-social behaviour tickets issued;
- Clarification on the policy for substance misuse;
- Impact of COP26 on policing in North Ayrshire.

Noted.

The meeting ended at 3.50 p.m.