



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

## **North Ayrshire Council Meeting**

**30 MARCH 2022**

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**From 29 April 2021 – 28 March 2022**

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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 5 November 2021 at 10.00 a.m.

Present: Councillors Ian Cochrane (Chair), Alec Clark, Bob Pollock; and P. Saxton (South Ayrshire Council); and Councillors Tom Cook. Jim Roberts and John McGhee (East Ayrshire Council).

Attending: K. Carr, Assistant Director – Place (South Ayrshire Council); K. Kelly, Depute Chief Executive: Safer Communities; and P. Whip, Group Finance Manager; (East Ayrshire Council); T. 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. Minutes of previous meeting.**

The Minutes of 3 September 2021 (issued) were submitted and approved.

### **3. Presentation – Ayrshire Roads Alliance Service Redesign Update and Progress on Re-digitalisation.**

The Business Support Manager gave a presentation regarding:-

- (1) the launch of the new Ayrshire Roads Alliance website; and
- (2) winter maintenance.

With regard to (1) above and following discussion with the Joint Committee, it was noted

- (a) that feedback from the three Ayrshire Authorities and the public were important; and
- (b) that a video would be made available on social media to help the public to use the site.

With regard to (2) above and following discussion with the Joint Committee, the use and placement of grit bins was discussed. Following an issue raised by a Member of the Joint Committee, it was noted that the number of grit bins in Dailly would be investigated by the Ayrshire Roads Alliance.

The Join Committee

**Decided:** to note the presentation.

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

**4. Ayrshire Roads Alliance – Revenue Financial Monitoring Report.**

There was submitted a report (issued) of October 2021 by the Chief Financial Officer and Head of Finance and ICT providing an update on the revenue budget monitoring position for the year to 18 July 2021, for the Ayrshire Roads Alliance.

Following discussion on current vacancies, bridge inspections and reserves, the Joint Committee

**Decided:**

- (1) to note the financial management position of the Ayrshire Roads Alliance;
- (2) to request a further financial update at the next meeting of the Joint Committee; and
- (3) to otherwise note the contents of this report.

**5. Roadworks Programme 2021/22.**

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

Following discussion on electric vehicle charging hubs, it was agreed that the Transport Services Manager would provide a Briefing note to Members of the Joint Committee on funding options in this regard.

Following further discussion, the Joint Committee

**Decided:**

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

**6. Ayrshire Roads Alliance Risk Register.**

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

Following discussion regarding road bonds and having noted that they were in place, the Joint Committee

**Decided:**

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



**7. Ayrshire Roads Alliance – Update on Performance Scorecard.**

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

Having agreed that there should be a columns in the Scorecard to distinguish the class of roads, the Joint Committee

**Decided:**

- (1) to note the performance scorecard presented in the report;
- (2) to agree to continue to receive performance scorecard updates;
- (3) to note that the Ayrshire Roads Alliance would bring a report to this Joint Committee on participatory budgeting; and
- (4) to otherwise note the contents of the report.

The meeting ended at 11.40 a.m.

## **Ayrshire Economic Joint Committee**

**Held on 29 November 2021 at 2:00 p.m. via Microsoft Teams**

### **Present:**

South Ayrshire Council: Councillors Henderson (Chair) and Cullen  
North Ayrshire Council: Councillors Burns, Cullinane and Gallagher  
East Ayrshire Council: Councillors Cook, McGhee and Reid

### **In Attendance:**

E. Howat, Chief Executive (SAC); L. Reid, Assistant Director – Place (SAC); K. Carr, Assistant Director – Place (SAC); C. Hatton, Chief Executive (NAC); K. Yeomans, Director – Growth and Investment (NAC); C. McAuley, Head of Service / Economic Development EAC); D. McDowall, Head of Economic Growth (EAC); A. Craig, Ayrshire Growth deal – Strategic Manager (EAC); P. Zealey (Skills Development Scotland); C. Turnbull (Ayrshire College); G. Adam (Scottish Enterprise), M. Graham (University of Edinburgh), L. McIntyre (Port Services – Peel Ports), F. Maher, Temporary Committee Services Officer, C. McCallum, Committee Services Administrator

### **Apologies:**

Brian Connolly (SAC), D. Gilles, Director – Place (SAC), J. Martin (Scottish Enterprise)

### **1. Welcome/Sederunt/Declarations of Interest**

The Chair welcomed everyone to the meeting and took the Sederunt. It was noted that no declarations of interest were intimated in relation to the undernoted items of business.

### **2. Minutes**

The Minutes of the meeting of the Joint Committee ([copy herewith](#)) held on 13 September 2021 were approved.

### **3. Terms of Reference for Regional Strategy Working Group (Approval)**

There was submitted a report ([copy herewith](#)) by David McDowall, Head of Economic Growth (EAC). The purpose of this report was to present the draft Terms of Reference for the Regional Economic Strategy Working Group and to request their approval by Members.

No questions or comments were raised and the Joint Committee

### **Decided:**

- (a) to approve the Terms of Reference for the Regional Economic Strategy Working Group;
- (b) to note the Terms of Reference would be subject to ongoing monitoring and review taking into account changing circumstances; and
- (c) to note the contents of this Report.

#### 4. Development of Regional Strategy (Update)

There was submitted a presentation ([copy herewith](#)) by Caitriona McAuley, Head of Service / Economic Development & Regeneration (EAC) that covered the background, priority areas of focus, scope of work, expected outputs, governance and timeline.

The Head of Service/Economic Development & Regeneration (EAC) advised the Joint Committee that there was a short video available on the South of Scotland website, should anyone wish to view.

The presentation was well received and a question was raised about the Glasgow City Region Strategy – what kind of ‘grand challenges’ there were and who critical friends might be.

Gillian Adam (Scottish Enterprise) advised that the Glasgow City Regional Strategy has not yet launched, however it was likely to happen on 6 December 2021, with the three Grand Challenges being:

- Climate Emergency;
- Inclusive Growth; and
- Increasing Productivity

The Joint Committee noted the update provided.

#### 5. Ayrshire Growth Deal Programme Update

There was submitted a report ([copy herewith](#)) by Allison Craig, Strategic Manager – Ayrshire Growth Deal (EAC). The purpose of the Report was to advise Members on the progress of the Ayrshire Growth Deal and the development of its component projects as at 9 November 2021 (Appendix 1).

The Chair thanked the Strategic Manager for her very detailed update and asked if there were any questions or comments on the Report.

A Member enquired about the digital cable coming ashore in Irvine and asked when the Joint Committee would know what the potential barriers were and the solutions, as referred to in the report. The Strategic Manager advised that some of these barriers were technical, financial and commercial and included the sub-sea cable which required to be over 200km.

The Chief Executive (SAC) advised a written briefing would be provided to members of the Joint Committee following a meeting of 3 Chief Executives and relevant officers on 30 November 2021.

The Joint Committee

#### **Decided:**

- (a) to note the updates provided in the report;
- (b) to note the progress across the Ayrshire Growth Deal Programme;
- (c) to note the approach and timescales for the Benefits Realisation Plan, including overarching strategy;
- (d) to note the target dates for business case approvals;

- (e) to note anticipated slippage of business case milestones and risk to financial drawdown; and
- (f) to note the main strategic and operational risks

## **6. Ayrshire Growth Deal Benefits Realisation Plan**

There was submitted a presentation ([copy herewith](#)) by Dr Mark Graham, Consultant to the Ayrshire Growth Deal (EAC).

In the progress update, the areas covered were purpose, required content and timescales.

The Chair asked how carbon reduction was measured. Dr Mark Graham advised that there was no formal guidance on this, however the critical aspect was to design this in at the commencement of the process and to monitor throughout.

A member questioned if the formal sign off (end February 2022) should be in advance of the Annual conversation with Scottish Government in January 2022. Although Dr Mark Graham agreed this would be more practical, he advised that the plan will not be finalised until the end of January. However, an update will be provided at the January 2022 meeting and this will allow time for final tweaks to be made to both the Plan and Report prior to finalisation.

## **7. Presentation by Peel Ports on Hunterston**

Lewis McIntyre, Managing Director – Port Services shared a presentation (not circulated) with the Joint Committee on the port at Hunterston.

The Chair asked if there was scope for the Alginate Plant in Girvan to be used for the cultivation of seaweed and Lewis McIntyre advised that NAC were working on a wider Blue Economy Strategy, which would link several assets together along the coastline to build a West Coast Blue Cluster.

A Member asked about incinerators for waste energy. Mr McIntyre advised that Hunterston had received enquiries from several operators, one operator reported that they've been made aware Scottish Government are going to follow the Welsh moratorium and review every single EfW site. Given the upfront costs (including planning) are substantial, coupled with the uncertainty from governments, operators are naturally reticent to make the investment decision at this time.

Craig Hatton clarified (for the purpose of the Minute) that the meeting referred to by Mr McIntyre in his presentation was with local ward members and not NAC Cabinet.

The Chair thanked Mr McIntyre for his overview and wished him every success with the project.

## **8. Ayrshire Growth Deal Community Wealth Building Project Update**

There was submitted a report ([copy herewith](#)) by Craig Hatton, Chief Executive (NAC). The Head of Economic Development and Regeneration (NAC) provided a verbal overview of the report, and provided an update on the newly approved Community Wealth Building Project funded as part of the Ayrshire Growth Deal which was now moving in to early stages of delivery. The report also covered the context of the Project within the wider regional commitments by anchor organisations to an economic model based on community wealth building approaches.

The Chair asked if the work of Trade Unions was being considered and the Head of Economic Development and Regeneration advised that the service was certainly seeking to encourage worker representation and Trade Unions were one of those options.

A Member asked what the community benefits were in terms of value and the Head of Economic Development and Regeneration(NAC) advised that the first priority was getting staff in place and resources developed. However, systems will be in place to capture this information and reports would feed back to respective Councils.

The Joint Committee

**Decided:** to note the update on the AGD Community Wealth Building Project.

#### **9. Update on Awards from Community Renewal Fund and Levelling Up Fund**

There was submitted a report ([copy herewith](#)) by Kevin Carr, Assistant Director – Place (SAC).

The Assistant Director – Place (SAC) advised that Round 1 of the Levelling Up Fund focussed on three themes: smaller transport projects that made a genuine difference to local areas; town centre and high street regeneration; and support for maintaining and expanding the UK's portfolio of cultural and heritage assets, with North Ayrshire Council's bid for road infrastructure being successful.

NAC were awaiting feedback on their unsuccessful regeneration bid and, subject to that feedback, the Council were planning to re-submit in the second round of funding in Spring 22. South Ayrshire and North Ayrshire Councils were progressing a joint bid for the Central Ayrshire Constituency and South Ayrshire and East Ayrshire Council's were progressing a joint bid for the Ayr, Carrick and Cumnock Constituency. East Ayrshire Council will also submit a bid for the Kilmarnock and Loudon Constituency. A separate joint bid by South and East Ayrshire Council's for road improvements were also being progressed by the Ayrshire Roads Alliance. All remaining bids will be submitted in the second round early 2022.

The Chair expressed concerns about availability of funds for Ayrshire and the lack of a regional assistance map.

No further questions or comments were raised.

The Joint Committee noted the update provided.

#### **10. AOCB**

There was no other business to discuss.

#### **11. Date of Next Meeting**

The next meeting of the Ayrshire Economic Joint Committee will be 28 February 2022

The meeting ended at 3:25 pm



**North Ayrshire Health and Social Care Partnership**  
**Minute of Integration Joint Board meeting held on**  
**Thursday 16 December 2021 at 10.00 a.m.**  
**involving participation by remote electronic means**

**Present**

**Voting Members**

Bob Martin, NHS Ayrshire and Arran (Chair)  
Councillor Robert Foster, North Ayrshire Council (Vice Chair)  
Councillor Timothy Billings, North Ayrshire Council  
Councillor Anthea Dickson, North Ayrshire Council  
Jean Ford, NHS Ayrshire and Arran

**Professional Advisers**

Caroline Cameron, Director of Health and Social Care Partnership  
Paul Doak, Chief Finance and Transformation Officer  
Alistair Reid, Lead Allied Health Professional Adviser  
Darren Fullarton, Associate Nurse Director/IJB Lead Nurse

**Stakeholder Representatives**

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  
Vicki Yuill, Third Sector Representative  
Janet McKay, IJB Garnock Valley Locality Forum (Chair)

**In Attendance**

Elizabeth Stewart, Interim Chief Social Work Officer  
Thelma Bowers, Head of Service (Mental Health)  
Alison Sutherland, Head of Service (Children, Families and Criminal Justice)  
Peter McArthur, Senior Manager, Addiction Services  
Karen Andrews, Team Manager  
Craig Stewart, Committee Services Officer  
Diane McCaw, Committee Services Officer

**Apologies**

Councillor John Sweeney, North Ayrshire Council  
Adrian Carragher, NHS Ayrshire and Arran  
Dr Louise Wilson, GP Representative

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

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/Action Note**

The accuracy of the Minutes of the meeting held on 21 October 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**

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

- Carers Act - update to IJB by the second quarter;
- Community Alarm/Telecare Services - update now early next year; and
- Distress Brief Intervention - update in the new year.

## **4. Appointments Report**

Submitted report by Caroline Cameron, Director of (NAHSCP) on recent appointments to the IJB and Performance and Audit Committees.

Jean Ford indicated at the meeting that she was happy to fill the last remaining vacant position on the Performance and Audit Committee.

The Board noted (a) the appointment of Marc Mazzucco as (i) the new NHS Non-Executive Board Member to the IJB; and (ii) the new Vice-Chair of the Performance and Audit Committee; (b) that Jean Ford will continue as (i) an interim Member of IJB; and (ii) fill a vacant position on the Performance and Audit Committee; (c) that Councillor Robert Foster will fill a vacant position on the Performance and Audit Committee; and (d) the appointment of Scott Hunter as Chief Social Work Officer for North Ayrshire and Elizabeth Stewart as Depute Chief Social Work Officer.

## **5. Presentation: Medication Assisted Treatment and Alcohol and Drug Partnership**

The Board received a presentation from Peter McArthur, Senior Manager, Addiction Services, on the Medication Assisted Treatment (MAT) and Alcohol and Drug Partnership (ADP) highlighting the following:-

- ADP Performance Management information in terms of targets met, on trajectory and not met for the time period April to September 2021;
- an overview in terms of 10 MAT standards;
- the need for quick access to medications to support recovery;
- the pilot test of change within Three Towns area prior to implementation of standards;
- the vision to make the process streamlined with no barriers to individuals receiving the appropriate treatment and care;
- evaluation measures to determine improvement;

- referral information including by gender and age group and individuals identified as at risk; and
- next steps in the process.

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

- the approach in terms of training and supply around the naloxone programme;
- additional funding application proposals;
- progress in terms of the focus on the first 5 MAT standards ahead of the April 2022 deadline; and
- the approach with regard to availability of naloxone kits.

Noted.

## **6. 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:-

- Publication of the Community Justice Ayrshire Partnership Annual Report;
- The pilot of the new drugs phone service to help mitigate the risks of using drugs alone;
- Drug awareness resources on the risks of drug use and how to reduce harm;
- The 16 Days of Action campaign and support available in connection with domestic abuse;
- Applications being open in connection with the North Ayrshire Communities Mental Health and Well-being Fund;
- The new logo for the National Secure Adolescent Inpatient Service (NSAIS) on the grounds of Ayrshire Central Hospital; and
- A Covid update on the Partnership's continued response to the pandemic with regard to the Omicron variant and the impact on the vaccination programme, the additional testing capacity within communities and in relation to staff within the Health and Social Care Partnership, the reviewing of business continuity plans and ongoing pressures and challenges.

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

- meetings of the Care Homes Oversight Group currently held twice weekly and which will meet more regularly to deal with emerging issues;
- additional Guidance which has been received in terms of Care Homes;
- testing for Care Home staff; and
- proposed local comms messages around family support within communities.

The Chair advised any situational changes would be communicated to IJB members.

Noted.

## **7. 2021-22 – Month 7 Financial Performance**

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 BRAG 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.

The report also included details of the estimated costs and potential financial impact of the Covid-19 response.

The Board agreed to note (a) the overall integrated financial performance report for the financial year 2021-22, the current overall projected year-end underspend of £0.986m; (b) the progress with delivery of agreed savings; and (c) the remaining financial risks for 2021-22, including the impact of remaining Covid-19 estimates and costs

## **8. Chief Social Work Officer Annual Report**

Submitted report by the Depute Chief Social Work Officer on the Annual Report of the Chief Social Work Officer to the local authority covering the period April 2020 to March 2021. The full report detailing the statutory, governance and leadership functions of the CSWO role was detailed at Appendix 1 to the report.

The report provided an overview of the partnership structures and the performance of social services in the context of the demographic landscape of North Ayrshire and the delivery of Social Services and outlined the key challenges facing the service in the forthcoming year due to the impact of Covid-19.

The Board agreed to note and endorse the Chief Social Work Officer's Annual Report.

## **9. Annual Performance Report 2020-21**

Submitted report by Paul Doak, Head of Service (HSCP Finance and Transformation) on the North Ayrshire Health and Social Care Partnership Annual Performance Report 2020-21.

The Board agreed to retrospectively approve the publication of the Partnership's Annual Performance Report for 2020-21.

## **10. Remobilisation Plan 4**

Submitted report by Caroline Cameron, Director NAHSCP on the NHS Ayrshire and Arran Remobilisation Plan 4 (RMP4). The final draft RMP4, submitted to Scottish Government on 30 September 2021 for consideration, was attached at Appendix 1 to the report. Appendix 2 detailed a letter from the Scottish Government, dated 19 November 2021, approving the final draft RMP4.

The Board was advised that a further update on the North Ayrshire specific elements of RMP4 will be reported to a future meeting.

The Board agreed to approve the Remobilisation Plan 4 for publication.

## 11. Winter Funding Plans

Submitted report by Caroline Cameron, Director NAHSCP on the Health and Social Care Partnership plans for investment as a result of the measures and funding being put in place to support health and social care system pressures including maximising hospital and primary care capacity, reducing delayed discharges, improving pay for social care staff and ensuring individuals in the community who need support receive effective and responsive care. The winter package of additional support was detailed at section 2.1 of the report and the full Winter Funding Plan was attached at Appendix 1 to the report.

Funding allocations were communicated to HSCPs on 4 November 2021 with a total of £3.4m allocated to North Ayrshire in 2021-22 specifically for interim care, Multi-Disciplinary Teams and Care at Home capacity. The North Ayrshire HSCP plans for the funding propose to build on the effective intervention services already in place in North Ayrshire.

The Board was also advised of a commitment given to local trade union colleagues to commence a full review of Care at Home service which has been delayed because of the Covid-19 pandemic.

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

- support to third and independent sectors with regard to 'step-down' care;
- how to ensure individuals do not remain in Care Homes any longer than necessary;
- the use of Anum Cara for interim placements;
- a number of Care Homes having reduced beds available as a result of staffing reductions over the same period; and
- specific obstacles in terms of the nursing recruitment and retention in the Care Home sector.

The Board agreed to approve the plans developed by the Health and Social Care Partnership for the deployment of the new investment in line with Scottish Government guidance and Key Performance Indicators.

The meeting ended at 12.05 p.m.

## **Special Meeting of the Ayrshire Economic Joint Committee**

**Held on 10 January 2022 at 1:00 p.m. via Microsoft Teams**

### **Present:**

South Ayrshire Council: Councillors Henderson (Chair) and Connolly  
North Ayrshire Council: Councillors Burns and Gallagher  
East Ayrshire Council: Councillors Cook, McGhee and Reid

### **In Attendance:**

E. Howat, Chief Executive (SAC); L. Reid, Assistant Director – Place (SAC); T. Leijser, Service Lead – Economy and Regeneration; M. O'Brien, Project Lead – Digital & Space (SAC); C. Hatton, Chief Executive (NAC); R. McCutcheon, Executive Director – Place (NAC); K. Yeomans, Director – Growth and Investment (NAC); C. McAuley, Head of Service / Economic Development (NAC); E. Fraser, Chief Executive (EAC); K. Kelly, Depute Chief Executive (EAC); J. McLachlan, Chief Financial Officer and Head of Finance and ICT (NAC); D. McDowall, Head of Economic Growth (EAC); A. Craig, Ayrshire Growth Deal – Strategic Manager (EAC); P. Zealey (Skills Development Scotland); C. Turnbull (Ayrshire College); G. Adam (Scottish Enterprise), S. Foster (Spirit AeroSystems) and F. Maher, Committee Services Officer

### **Apologies:**

Councillor Cullen (SAC); Councillor Cullinane (NAC); D. Gillies, Director – Place (SAC) and J. Martin (Scottish Enterprise)

### **1. Welcome & Introductions**

The Chair welcomed everyone to the Special Meeting of the Ayrshire Economic Joint Committee.

### **2. Ayrshire Growth Deal: Digital Project – Summary of Progress**

A presentation was given by Theo Leijser, Service Lead – Economy and Regeneration (SAC) providing background, scope, strategic objectives, projected benefits to Ayrshire, challenges from strategic intent to delivery and way forward/opportunities.

Questions were invited from Committee members and these were summarised below:

- The original plan was a subsea cable coming into Irvine – would this be the base case used to assess anything against and the Service Lead – Economy and Regeneration responded that original plan was to take branch from spur from North of Scotland. This became invalid in April 2020 following the Celtic Norse announcements. Agreed it made best strategic sense for a cable landing point at Irvine. It was also commented that it was important to provide the base case aligned with the original implementation plan.
- Where would the subsea cable have to land to avoid repeaters and what would the financial implications be as a result of a repeater station; and the Service Lead – Economy and Regeneration responded that this was Portpatrick, Dumfries & Galloway or Kirkcudbright. A ball park figure for laying a cable from Ireland to Irvine was £20-£25M.

Governance – if this was a deviation from the original deal then the change management process, as set out in the agreed AGD Governance Document, will require to be followed.

- It was recognised that if there was a change which may or may not result in a different way of making the investment for delivery of the strategic outcomes this required to be approved by Government.
- As this project is Government funded, it is important to understand the implications of the changed circumstances and ensure that both governments are supportive of any amendments. Officers are working with governments and Scottish Futures Trust (SFT) were working with Councils on this.

### **3. Next Steps**

Service Lead – Economy and Regeneration to provide

- Copy of original options appraisal and indicative cost (including basis of £11m contribution from UKG)
- Updated costing based on original proposal i.e. landing at Irvine
- Summary of change in circumstances since original proposal
- Summary of discussions with SFT, SG and UKG in light of changing circumstances
- Identification of alternative options, including appraisal of each, time period over which each option will be delivered, and associated costings

Ideally this information should be available by mid February to allow consideration at Joint Committee in February. Theo Leijser to advise on timescales to provide this information, prior to a further meeting being convened at the earliest opportunity to review the data and agree next steps.

### **4. AOB – UKAEA's STEP (Spherical Tokamak for Energy Production) Fusion Energy Proposal**

A short video entitled STEP Forward Ardeer was shown by Caitriona McAuley, Head of Service / Economic Development (NAC) and some slides were issued following the meeting, providing an update on the programme, which was to design and construct a prototype fusion power plant, capable of providing an environmentally friendly source of electricity.

The Chair commented that the Committee would have a better understanding of the position once a site visit had taken place. The Chair also commented that the public needed re-assurance at the earliest opportunity and the need for a public consultation. The Head of Service – Economic Development advised the panel of the engagement undertaken to date and the planning of further sessions.

Another member commented that this was definitely the way forward to achieve net zero.

**The meeting concluded at 2:05pm**

## **Licensing Committee**

### **9 February 2022**

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

#### **Present**

Ronnie McNicol, Todd Ferguson, Robert Barr, John Easdale, Jean McClung, Davina McTiernan, Donald L. Reid and Ronnie Stalker.

#### **In Attendance**

W. O'Brien, Solicitor (Licensing), A. Toal, Administrative Assistant (Licensing), D. Robertson, Enforcement Officer (Legal Services) and H. Clancy, Committee Services Officer (Chief Executive's Service).

#### **Apologies**

Scott Gallacher 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 21 January 2022 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/375 (New) – Andrew Read**

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

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

#### **Decision**

Councillor Ferguson, seconded by Councillor Easdale, moved that the Committee continue the application to the next meeting to allow representation by Police Scotland. There being no amendment the motion was declared carried.

#### **4.2 Street Trader Operator's Licence: STL/O/516 & STL/O/518 – Bernadette McQuade (The Wee Fish Van)**

The Licence Holder, having been duly cited to attend, was not present or represented. The Solicitor (Licensing) read out a written representation from the Licence Holder.

#### **Decision**

Councillor Barr, seconded by Councillor Ferguson, moved that the Committee:

- (1) In relation to the Licence STL/O/516: to grant the Amendment for the whole duration of the Licence, and to any renewed Licence which replaced it, to the extent of changing Standard Condition C.3 ("Movement") to refer to "60 minutes" instead of "20 minutes", under Paragraph 9(2) of Schedule 1 to the Civic Government (Scotland) Act 1982; and
- (2) In relation to Licence STL/O/518: amend their policy in that case, so that the same change shall apply to the same standard condition for the whole duration of the Licence, and to any renewed Licence which replaced it, (but apart from these two Licences, that standard condition shall continue to refer to "20 minutes").

There being no amendment, the motion was declared carried.

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

### **4.3 ISEL/022 (New) – Eleanor Bone**

The Committee noted that this application would be dealt with under delegated authority.

### **4.4 TDL/00422 (Renewal) – James Cunninghame**

The Committee agreed, on the basis of the information presented, to continue consideration of the case.

### **4.5 TDL/00737 (Renewal) – William Murray**

The Committee agreed, on the basis of the information presented, to continue consideration of the case.

## **5. Urgent Items**

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**

The Committee heard from the Enforcement Officer regarding a complaint made against a licence holder.

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

The meeting ended at 11.05 a.m.



**North Ayrshire Health and Social Care Partnership**  
**Minute of Integration Joint Board meeting held on**  
**Monday 14 February 2022 at 11.00 a.m.**  
**involving participation by remote electronic means**

**Present**

**Voting Members**

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  
Councillor John Sweeney, North Ayrshire Council

**Professional Advisers**

Caroline Cameron, Director of Health and Social Care Partnership  
Paul Doak, Chief Finance and Transformation Officer  
Scott Hunter, Chief Social Work Officer – North Ayrshire  
Alistair Reid, Lead Allied Health Professional Adviser

**Stakeholder Representatives**

David Donaghey, Staff Representative (NHS Ayrshire and Arran)  
Louise McDaid, Staff Representative (North Ayrshire Council)  
Glenda Hanna, Independent Sector Representative  
Graham Searle, Carers Representative  
Louise Gibson, IJB Irvine Locality Forum (Chair)

**In Attendance**

Aileen Craig, IJB Monitoring Officer  
Alison Sutherland, Head of Service (Children, Families and Criminal Justice)  
Scott Bryan, Strategic Planning, Policy and Inequalities Officer  
Karen Andrews, Team Manager  
Angela Little, Committee Services Officer  
Craig Stewart, Committee Services Officer

**Apologies**

Philip Hodkinson, Lead Allied Health Professional Adviser  
Vicki Yuill, Third Sector Representative



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

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/Action Note**

The accuracy of the Minutes of the meeting held on 16 December 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**

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

- Distress Brief Intervention Update – the Head of Service (Mental Health) will provide a report to the IJB in April 2022;
- Year end Financial Performance 2020/21 – the Chief Social Work Officer will report to the IJB in May/June 2022;
- Community Alarm/transition from analogue to digital – funding has been secured for a lead for the programme – the programme planning will ensure a landline is not required and a report will be provided May/June 2022.

Noted.

## **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:-

- National developments that included, free digital resource for carers, National Care Service Responses and Audit Scotland Briefing – Social Care;
- Consultations on the Prevention of Homelessness Duties Consultation; the Healthcare Framework for Care Homes and the Young Carers survey;
- North Ayrshire developments that including Appointments, North Ayrshire Inspection of Children's Services, Unaccompanied Asylum Seeking Children (UASC), Hearing Impairment Support from SISG, Blue Monday boost for community groups, North Ayrshire Family Centre Wellbeing Service and Primary Care and Social Care Staff Wellbeing;
- COVID Update; and
- Updates on Self Isolation for Residents in Adult Care Homes, Vaccinations, Testing, Care Home Oversight Group and Care at Home Oversight Group.

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

- Arrangements made for one UASC to be placed in North Ayrshire and plans to accommodate a second young person; and
- Recent Council approval of participation in the mandated rota set by the UK Government as part of the revised National Transfer Scheme (NTS), which will potentially see up to a further 6 UASC being accommodated within North Ayrshire in the first year.

Noted.

## **5. Financial Performance**

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 BRAG 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 sought approval for the reductions in Telephones (Corporate) and Recovery and Renewal funding. The local finance mobilisation plan submission was provided at Appendix E to the report.

The report also included details of the estimated costs and potential financial impact of the Covid-19 response.

The Board was advised that

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

- The projected underspend of £1.283m for a number of reasons including turnover savings exceeding the target, parts of the service not currently delivering services or services operating in a different way;
- The provision of the Winter Plan (previously circulated in December) along with a briefing note to Members on the budget for next year that sets out the current funding position, pressures, potential gaps and how changing patterns in demographics and demands will be recognised;
- An overspend this year following the closure of the Lochranza Ward mainly due to staff in redeployment that has now been resolved and will not result in a recurring cost;
- The provision of information from East Ayrshire on the medical contracts in both Prison and Police that have reduced that will be shared with Members;
- Under recovery in Care at Home charging as a result of a shift towards non-chargeable personal care that this will be met next year through the Care at Home funds; and
- Additional specific funding allocation for adult social work capacity that will be considered within the budget for next year.

The IJB agreed to (a) note (i) the overall integrated financial performance report for the financial year 2021-22 and the current overall projected year-end underspend of £1.283m; ii) the progress with delivery of agreed savings; and (iii) the remaining financial risks for 2021-22, including the impact of remaining Covid-19 estimates and costs; and (b) approve the reductions outlined in Appendix D, relating to Telephones

(transfer of budget to corporate services £0.053m) and Recovery and Renewal Funding (Eglinton Gardens transfer to Communities £0.040m).

## **6. Strategic Plan**

Submitted report by Scott Bryan, Strategic Planning, Policy and Inequalities Officer on the draft Strategic Commissioning Plan for 2022-30. A short summary of the consultation on the main elements of the Strategic Commissioning Plan was attached at Appendix 1 to the report.

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

- The inclusion of the Community Wealth Building Strategy and Ayrshire Growth Deal within the full Strategic Plan;
- Work that is being done on the first 3 years of the Strategic Plan to ensure that the Strategic Plan and Delivery Plan ties in with the Medium Term financial outlook;
- Challenges in setting long term budgets when funders provide single year settlements;
- Grants issued from the Scottish Government's mental health funding that could demonstrate how we are tackling the big issues

The IJB agreed to approve (i) the vision, values and priorities and strategic direction of the new Strategic Commissioning Plan 2022-2030; and (ii) the finalisation of the document to include current information gaps and improve design elements.

## **7. Risk Appetite Statement**

Submitted report by Paul Doak, Head of Finance and Transformation, providing an overview of the first risk appetite statement for the partnership. The assessed risk appetite for each of the key elements of service, quality, people and finance was detailed at Appendix A to the report.

Discussion took place on the risk appetite that included:-

- the experiences of the pandemic where services had to be innovative in service delivery and whether the compliance element of the risk matrix could be moved from Low to Moderate to adhere to all regulations but being creative in doing so;
- High degree of scrutiny in areas of Care Homes and child/adult protection and significant case reviews that require full compliance with no deviation;
- The use of the Risk Appetite Matrix at each IJB meeting to ensure risk management information is part of decision making;
- An annual refresh of the Matrix, or more frequently if operational changes require;
- Operational service delivery that sits with the local authority and Health Board and that the compliance and safety elements in the matrix are about operational service delivery and regulation that front line workers comply with; and
- Further discussion that is required to be clear around IJB decisions rather than operational service delivery.

The Board agreed to (a) request the IJB PAC to consider the feedback from the IJB in respect of the risk appetite statement; and (b) approve the Partnership Risk Appetite Statement.

## **8. IJB Governance Review**

Submitted report by Aileen Craig, Head of Service (Democratic Services) on the Governance Review. Appendix 1 to the report provided the revised Standing Orders and the revised Scheme of Delegation was attached at Appendix 2 to the report.

The Board agreed to approve the revised Standing Orders and Scheme of Delegation outlined at Appendix 1 and 2 respectively.

The meeting ended at 12.30 p.m.

## North Ayrshire Integration Joint Board – Action Note

Updated following the meeting on 14 February 2022

No.	Agenda Item	Date of Meeting	Action	Status	Officer
1.	Distress Brief Intervention Update	17/12/20	The Board agreed to (a) endorse and approve the implementation of the plan to support Distress Brief intervention across Ayrshire; and (b) to receive an update, including case studies, at a future meeting.	Update in June 2022	Thelma Bowers
2.	Year End Financial Performance 2020-21	17/06/21	The Board was advised that details of Carers Act Funding will be reported to a future meeting; and an update on vacancy savings will be reported to the IJB Performance and Audit Committee.	Carers Act Update to IJB in June 2022	CSWO
3.	Community Alarm/Telecare Services Transition from Analogue to Digital	26/09/19	Funding has been secured for a lead for the programme – the programme planning will ensure a landline is not required and a report will be provided May/June 2022.	Update June 2022	David Thomson
4.	Mental Welfare Commission Report: Authority to Discharge	21/10/21	The Board agreed to (a) note the terms of the report; (b) approve the North Ayrshire Health and Social Care Partnership response to the recommendations; and (c) receive an update report to the IJB in 12 months in terms of progress with the recommendations of the Mental Welfare Commission report.	Update by October 2022	David Thomson

**Staffing and Recruitment Committee**  
**16 February 2022**

At the Meeting of the Staffing and Recruitment Committee of North Ayrshire Council at 11.00 a.m. involving participation by remote electronic means.

**Present**

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

**In Attendance**

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

**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 8 December 2021 were 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. Head of Service (Commercial)**

The Committee considered applications for position of Head of Service (Commercial) and agreed that 6 candidates would progress to the next stage of the recruitment process.

The Meeting ended at 11.20 a.m.

## **Appeals Committee 17 February 2022**

A Meeting of the Appeals Committee of North Ayrshire Council at 10.30 a.m. involving participation by remote electronic means.

### **Present**

John Easdale, Davina McTiernan and John Glover.

### **In Attendance**

J. Smillie, Senior Manager (HR & OD) (People and ICT) and D. Grier, Solicitor (Litigation) (Democratic Services).

### **Also In Attendance**

C. Hope, Senior Manager (Facilities Management) (Place); M. Jackson, HR Adviser (HR & OD); and the Appellant; Appellant's representative and Appellant's witness.

### **Chair**

Councillor Easdale 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 Cabinet held on 20 January 2022 was confirmed and the Minutes 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 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 indicated in terms of Paragraph 1 of Part 1 of Schedule 7A of the Act.

### **4. Disciplinary Procedure: Appeal Against Dismissal**

Submitted report by the Chief Executive on the background to an appeal against dismissal by a former employee within Place.

The service representative presented the grounds for dismissal as previously advised to the appellant in writing. The appellant was given the opportunity to respond to the issues raised and to ask questions of the service representative. Members of the Committee were also given the opportunity to ask questions.

Thereafter, the appellant presented the grounds of appeal. The service representative was given the opportunity to respond to the issues raised and to ask questions of the appellant. Members of the Committee were also given the opportunity to ask questions of the appellant.

After summing up their respective cases, the service representative together with the appellant, his representative and witness withdrew from the hearing to allow the Committee to deliberate.

Following deliberation, the Committee agreed, Councillor McTiernan dissenting, that (a) the grounds of appeal had been upheld in part; (b) the appellant should be reinstated with a final written; (c) the appellant attend a Dignity and Equality training course, the cost of which is to be deducted from backdated monies due as a result of reinstatement on the payroll; and (d) the appellant be so advised within 14 days.

The Meeting ended at 3.10 p.m.



## **Cabinet 22 February 2022**

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; and Andrew Bruce and Elizabeth Turbet (Church Representatives) and Jackie MacKenzie (Teaching Representative) (Agenda Items 3-4).

### **In Attendance**

C. Hatton, Chief Executive, M. Boyd, Head of Service (Finance) and F. Walker, Head of Service (People & ICT) (Chief Executive's Service); R. McCutcheon, Executive Director, D. Hammond, Head of Service (Physical Environment), C. McAuley, Head of Service (Economic Development and Regeneration), L. Kirk, Senior Manager (Regeneration), E. McMullen, Senior Manager (Economic Policy), L. Neill, Senior Manager (Employability), W. Turpie, Senior Manager (Waste Operations) and S. Baird, Senior Officer (Islands) (Place); C. Amos, Interim Executive Director, R. Arthur, Head of Service (Connected Communities), A. McClelland, Head of Service (Education) and L. Cook, Quality Improvement Officer (Communities and Education); C. Cameron, Director (Health and Social Care Partnership); K. Yeomans, Director, A. Laurenson, Senior Manager and N. McIlvanney, Senior Manager (Growth and Investment); M. Sugden, Communications Officer, C. Stewart and A. Little, 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 25 January 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **3. Financial Inclusion in Schools**

Submitted a report by the Interim Executive Director (Communities and Education) on the current and proposed approach to improving financial education and financial inclusion across all school establishments.

Members asked questions and were provided with further information on the audit and evaluation that would take place in relation to financial education and financial inclusion within schools to improve consistency of provision across all establishments.

The Cabinet agreed to (a) note the current and proposed approach to improving financial education and financial inclusion across all school establishment; and (b) receive annual updates on this matter.

#### **4. Pupil Equity Funding in North Ayrshire – Progress Report**

Submitted a report by the Interim Executive Director (Communities and Education) providing an update on (1) the use of Pupil Equity Funding (PEF) in North Ayrshire during session 2020-21; (2) year to date spend for 2020-21; and (3) assessment on the impact of Covid-19 on implementation and impact. The PEF relating to each individual school was attached at Appendix 1 to the report.

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

- the effectiveness of the spend in relation to PEF and the measurable outcomes in this respect;
- the effect Covid had in relation to impacting on the attainment gap in North Ayrshire, as well as on the other challenge authorities; and
- the attainment of care experienced children, which would be reported to Cabinet in due course.

The Cabinet agreed to (a) note (i) the use of PEF investment to date as set out at Appendix 1 to the report, (ii) the positive impact PEF was having within school communities and (iii) note the impact Covid-19 has had on PEF in the 2020-21 academic year.

As this was likely to be the last meeting of Education Cabinet during the current Administration, Councillor Cullinane took the opportunity to thank the Lay Members for their service and attendance at Education Cabinet.

#### **5. Participation Strategy – Statement of Intent**

Submitted a report by the Interim Executive Director (Communities and Education) seeking approval for a consultation based on the Statement of Intent, which aimed to develop a Participation Strategy for Communities. The Participation Strategy – Statement of Intent was set out at Appendix 1 to the report.

The Cabinet agreed to (a) note (i) the Statement of Intent, with the addition of the following bullet point in *Areas for further exploration* (page 11 of Appendix 1 to the report), viz. “Exploring public interest in asking questions directly at North Ayrshire Council meetings and considering what the governance might be required to support this” and (ii) that officers would continue to develop and deliver a community consultation; and (b) receive further updates.

## **6. North Ayrshire Leisure Limited (NALL) Performance and Impact Report incorporating the 2022-23 Budget**

Submitted a report by the Interim Executive Director (Communities and Education) seeking approval for the North Ayrshire Leisure Limited (NALL) Performance and Impact Report incorporating the 2022-23 Budget. The KA Leisure Performance and Impact Report incorporating the 2022/23 Budget was attached at Appendix 1 to the report.

The Cabinet also received a presentation from KA Leisure detailing the performance and impact work undertaken by the organisation to date to take the organisation forward and bring recovery and improvements.

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

- proposals to increase membership uptake in leisure facilities particularly for younger people, as another means of providing opportunities and tackling poverty/deprivation in North Ayrshire communities;
- collaborative working to improve golf courses in North Ayrshire, including proposals to improve maintenance and staffing to make them an attractive proposition for the area and to address footfall/customer uptake; and
- proposals to enhance and attract more visitors to the Vikingar! Facility in Largs.

The Cabinet agreed to (a) note (i) the North Ayrshire Leisure Limited (NALL) Performance and Impact Report incorporating the 2022-23 Budget as detailed at Appendix 1 to the report (ii) the projected deficit position in 2021/22; and (b) authorise officers to continue to monitor and support the recovery.

## **7. Island Plans**

Submitted a report by the Executive Director (Place) seeking approval for the proposed 10-year socio-economic Island Plans and associated 2022/23 Annual Action Plans for Cumbrae and Arran to support an inclusive and green economic recovery and renewal of North Ayrshire's Island communities in line with their unique circumstances and opportunities. The proposed 10-year socio-economic Island Plans for Arran and Cumbrae and the proposed 2022/23 Annual Action Plans for Arran and Cumbrae were set out at Appendices 1 and 2, respectively, to the report.

The Cabinet agreed (a) to approve (i) the proposed 10-year socio-economic Island Plans for Arran and Cumbrae (Appendix 1 to the report) and (ii) the proposed 2022/23 Annual Action Plans for Arran and Cumbrae (Appendix 2 to the report); and (b) to note the proposed next steps.

## **8. Streetscene Environmental Skills & Training Academy – Intermediate Labour Market (ILM) Initiative**

Submitted a report by the Executive Director (Place) on the creation of a Streetscene Environmental Skills and Training Academy offering paid work placements for local residents to develop skills, work experience and qualifications to support their progression to future sustainable employment. The Streetscene Skills and Training Academy: Approach and Work Programme was set out at Appendix 1 to the report.

The Cabinet agreed to (a) note the proposed approach to the development of a Streetscene Environmental Skills and Training Academy ILM as detailed at Appendix 1 to the report; and (b) support the proposal to develop an Intermediate Labour Market initiative within Streetscene providing paid work placements and a programme of additional environmental works.

## **9. Regeneration Delivery Plan Update**

Submitted a report by the Executive Director (Place) on a mid-year update on the progress of the Regeneration Delivery Plan and seeking approval for the review of the action programme. A mid-year update on the key successes to date and the proposed approach to the review of the action programme and update of the Regeneration Delivery Plan was set out at Appendices 1 and 2, respectively, to the report.

The Cabinet agreed (a) to note the progress made on the Regeneration Delivery Plan as set out at Appendix 1 to the report; (b) to approve (i) the approach to the review of the action programme as detailed in Appendix 2 to the report, and (ii) the submission of the updated Regeneration Delivery Programme to a future Cabinet.

## **10. i3 Strategic Investment Campus – Renewable Energy Proposals**

Submitted a report by the Executive Director (Place) on the potential to install a solar photovoltaic (PV) farm and wind turbines at the i3 Strategic Investment Campus as part of the Council's environmental roadmap to achieve net-zero carbon by 2030.

The Cabinet agreed to (a) note the recommendations provided through the Council's partnership with the University of Strathclyde for renewable energy systems at i3; and (b) approve the development of a business case proposal on solar and wind generation at i3, based on the outcome of current feasibility studies, which would also consider potential funding requirements and their impact on project viability.

## **11. North Ayrshire Visitor Management Plan 2022**

Submitted a report by the Director (Growth & Investment) on a Visitor Management Plan for 2022 to support a range of actions to manage the expected increase in domestic tourism. The draft North Ayrshire Visitor Management Plan for 2022 was attached at Appendix 1 to the report.

The Cabinet agreed to approve the draft North Ayrshire Visitor Management Plan for 2022, as set out at Appendix 1 to the report.

## **12. Ardrossan Marina - Operator Agreement**

Submitted a report by the Director (Growth & Investment) on the Heads of Terms of an agreement between the Council and Clyde Marina Ltd., the proposed operator of an extension to Ardrossan Marina.

The Cabinet agreed to approve the Heads of Terms of an agreement for the operation of Ardrossan Marina with Clyde Marina Ltd.

The meeting ended at 4.35 p.m.

## **Planning Committee 23 February 2022**

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

### **Present**

Christina Larsen, Timothy Billings, Robert Foster, Ellen McMaster and Donald Reid.

### **In Attendance**

J. Miller, Chief Planning Officer, I. Davies, Senior Development Management Officer, 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).

### **Apologies**

Robert Barr, Ian Clarkson, Shaun Macaulay and Ronnie McNicol.

### **Chair**

Councillor Larsen 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 26 January 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **3. 21/01135/PPM: Site To Southeast Of Hunterston B Power Station, West Kilbride**

TINZ Programme 1 ProjectCo 2 Ltd had applied for planning permission for the installation of a synchronous compensator, a cable route and associated infrastructure in area in the south-west corner of the former Hunterston Coal Yard, West Kilbride.

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

1. Prior to the commencement of the development a scheme of archaeological investigation shall be submitted to North Ayrshire Council, as Planning Authority, for written agreement. The development will thereafter be carried out in accordance with any scheme as may be approved by North Ayrshire Council, as Planning Authority.

2. Prior to the commencement of the development a Construction Management Plan (CMP), including an Abnormal Load Route Assessment for construction traffic, shall be submitted to North Ayrshire Council, as Planning Authority, for written approval. The development will thereafter be carried out in accordance with any details of the Assessment, as may be approved by North Ayrshire Council, as Planning Authority. For the avoidance of doubt construction traffic shall avoid the C26 and local unclassified roads, the B780/B781, and any route through Fairlie. The safe protection of the Towns Water Mains shall be assessed, and submitted to North Ayrshire Council, as Planning Authority, for written approval.
3. Prior to commencement of the development details of the finish material of the convertor building shall be submitted to North Ayrshire Council, as Planning Authority, for written approval. The development will thereafter be undertaken in accordance with any details as may be approved by North Ayrshire Council, as Planning Authority.
4. Prior to the commencement of any works on the cable route, hereby approved, details of works required to trees, including protection measures, shall be submitted to North Ayrshire Council, as Planning Authority, for written approval. The development shall thereafter be undertaken in accordance with such details as may be approved by North Ayrshire Council, as Planning Authority.
5. The development shall be undertaken in accordance with the recommendations on Pages 27 and 28 of the Habitat survey dated October 2021 prepared by Envirocentre which was submitted as part of this application, all to the satisfaction of North Ayrshire Council, as Planning Authority.
6. The rated noise level, as defined in BS 4142:2014+A1:2019, from the operation of the proposed plant must not exceed the background noise at the curtilage of any noise sensitive property.

#### **4. Design Brief: Kirkton Self Build Plots**

Submitted report by the Chief Planning Officer on the Kirkton Design Brief, attached at Appendix 1 to the report. The Design Brief set out the parameters for development of individual plots within the Golf Road self-build site and provided guidelines for the design of the houses. The draft Design Brief had been subject to a 21-day public consultation to inform the final guidance and no representations were received during this process.

The Committee was advised that Policy 29, relating to low energy and housing insulation would also be included in the design brief.

The Committee agreed to approve the Kirkton Design Brief, outlined at Appendix 1 to the report, including the addition of Policy 29.

## **5. Housing Land Audit 2020/21**

Submitted report by the Chief Planning Officer on the annual Housing Land Audit (HLA) for North Ayrshire which provided an overview of housing delivery, the housing land supply and the housing market in North Ayrshire.

The recent audit showed there was a reduction in overall housing completions during the last monitoring year (2020/21), which could be attributed to the impact of Coronavirus on the delivery of affordable housing. However, strengthening of the private housing market in North Ayrshire indicated that a significant number of new homes were expected to be completed over the next four years.

Noted.

## **6. Notices under Section 127, Section 145/145A and Section 33A of the Town and Country Planning (Scotland) Act 1997: Tennox Farm, Kilbirnie**

Submitted report by the Chief Planning Officer seeking authority to serve Notices under Section 127, Section 145/145A and Section 33A of the Town and Country Planning (Scotland) Act.

The Council had received a number of reports in recent years that land at Tennox Farm near Kilbirnie had been developed with a number of unauthorised buildings as well as the formation of a large yard area. In addition, numerous lighting schemes had been installed on the land, resulting in significant light pollution in the surrounding rural area. An enforcement notice had been served on the owner of Tennox Farm in 2019 in relation to unauthorised building works. The matters raised at that time were addressed through the submission of applications and subsequent grants of planning permission, however several of the conditions had been breached.

Further building works had taken place at Tennox Farm since 2020, including the erection of a substantial single storey building of domestic design and appearance together with an associated curtilage and several smaller scale outhouses.

The Committee unanimously agreed to grant authority for the service of a Notice under Section 127, Section 145/145A and Section 33A of the Town and Country Planning (Scotland) Act 1997 requiring (i) the clearance of all materials and restoration of the grazing land to the northwest of the Tennox Farm, (ii) compliance with conditions attached to planning permissions granted during 2021 for developments at Tennox Farm and (iii) submission of a planning application for the erection of unauthorised buildings (including their associated curtilages) at Tennox Farm that had been erected since 2020.



## **7. Notice under Section 127 of the Town and Country Planning (Scotland) Act 1997: No. 9 Sharlee Wynd, West Kilbride**

Submitted report by the Chief Planning Officer seeking authority to serve Notices under Section 127 of the Town and Country Planning (Scotland) Act 1997.

A rear garden area had been extended over an adjacent wetland within a field that backs on to the property at 9 Sharlee Wynd, West Kilbride. The original rear fence had been partially removed and a patio, hot-tub, timber outbuilding and various structures erected within the extended site. Complaints had been received, forwarded by the Local Member, raising concerns about these matters.

The unauthorised extension of the curtilage of 9 Sharlee Wynd was considered to be harming the visual quality of the countryside around the village of West Kilbride and because of the flood risk implications of the alterations to the small watercourse, service of a notice under Section 127 of the Town and Country Planning (Scotland) Act 1997 on the owner of the land was proposed to remove all structures and to return the site to its previous condition.

The Committee unanimously agreed to serve a Notice under Section 127 of the Town and Country Planning (Scotland) Act 1997 requiring the cessation of the use of a rear garden extension, the removal of structures that had been sited therein, and the restoration of the site to its previous condition at 9 Sharlee Wynd, West Kilbride in the interests of both the visual quality of the countryside around the village of West Kilbride and flood risk management in the area.

The meeting ended at 2.30 p.m.

**Local Review Body  
23 February 2022**

At a Meeting of the Local Review Body of North Ayrshire Council at 2.30 p.m. involving participation by remote electronic means.

**Present**

Christina Larsen, Timothy Billings, Robert Foster, Ellen McMaster and Donald Reid.

**In Attendance**

J. Miller, Chief Planning Officer, I Davies, Senior Development Management Officer, 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).

**Apologies**

Robert Barr, Ian Clarkson, Shaun Macaulay and Ronnie McNicol.

**Chair**

Councillor Larsen in the Chair.

**1. Declarations of Interest**

In terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors, Councillor Reid declared an indirect interest in Agenda Item 3: Notice of Review: 21/01027/PP: 1 -3 Gargarin Terrace, Kilwinning.

Following refusal of planning permission, the applicant had contacted him for advice on the next steps available to him. Councillor Reid sought guidance from officers and forwarded that advice to the applicant, making no comment or opinion on the application. Councillor Reid advised that the nature of the interest was such that it did not preclude him from participation in determination of the item.

**1. Minutes**

The Minutes of the meeting of the Local Review Body held on 26 January 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**2. Notice of Review: 21/01027/PP: 1 -3 Gargarin Terrace, Kilwinning**

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 and the applicant's response to 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 and the Report of Handling submitted by the appointed officer. Photographs and plans of the site were displayed.

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

As an amendment, Councillor Reid, seconded by Councillor McMaster, moved to uphold the appeal and grant the application, subject to relevant conditions, including those relating to bin storage, extraction system and opening hours.

On a division and a roll call vote, there voted for the amendment, Councillor Larsen, McMaster and Reid (3) and for the motion, Councillors Foster and Billings (2), and the amendment was declared carried.

Accordingly, the Local Review Body agreed to grant the application, subject to the following conditions:-

1. That the hot food takeaway hereby approved shall not operate out with the hours of 15:00 to 22:00 inclusive, to the satisfaction of North Ayrshire Council as Planning Authority.
2. That prior to the commencement of the development hereby approved, the applicant shall provide full details of an alternative bin store location for both the existing shop and the hereby approved hot food takeaway, for the written approval of North Ayrshire Council as Planning Authority. Thereafter, the bin store shall be provided in accordance with such details as may be approved and maintained in perpetuity.
3. Prior to the commencement of the development hereby approved, full details of the extraction system (including, where necessary, details of odour control and noise/vibration reduction measures) shall be submitted and approved in writing by North Ayrshire Council as Planning Authority. Details of the extraction system will be accompanied by **written certification** from a member of the Building & Engineering Services Association, or any other suitably qualified person, confirming that the extraction system, as designed:
  - is suitable for use in a catering environment.
  - will provide a suitable rate of extraction above all cooking appliances.
  - will sufficiently reduce or eliminate odours and efficiently extract products of combustion, considering the nature of the business, and will discharge to the external air in a suitable area to prevent odours affecting the residents of adjoining and surrounding dwellings.
  - has incorporated any necessary noise/vibration reduction measures to ensure operation of the system will not result in intrusive levels of noise affecting the residents of adjoining and surrounding dwellings.

Thereafter, the extraction system shall be fully installed and tested prior to the commencement of the operation, shall always be in operation when cooking appliances are in use and shall be maintained to the satisfaction of North Ayrshire Council as Planning Authority.

4. That the rated noise level, as defined in BS4142, from the operation of plant/equipment e.g. extraction system and associated flues, must not exceed the background noise level by 5dB(A) or more at the curtilage of any noise sensitive property, to the satisfaction of North Ayrshire Council as Planning Authority.

The meeting ended at 3.00 p.m.

**Staffing and Recruitment Committee**  
**4 March 2022**

At the Meeting of Staffing and Recruitment of North Ayrshire Council at 9.00 am involving participation by remote electronic means.

**Present**

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

**In Attendance**

C. Hatton, Chief Executive, R. McCutcheon, Executive Director (Place) 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 12 March 2021 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. Head of Service (Commercial)**

The Committee interviewed 6 candidates for the post of Head of Service (Commercial) and agreed to appoint Thomas Reaney to the post.

The Meeting ended at 4.30pm.

## **Audit and Scrutiny Committee**

### **8 March 2022**

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, Donald Reid and John Sweeney.

#### **In Attendance**

A. Sutton, Executive Director (Communities and Education); P. Doak, Head of Service (Finance and Transformation) (Health and Social Care Partnership); C. McAuley, Head of Service (Economic Development and Regeneration), C. Hope, Senior Manager (Facilities Management) and L. Neill, Senior Manager (Employability and Skills) (Place); M. Boyd, Head of Service, L. Miller, Senior Manager (Audit, Fraud, Safety and Insurance) and S. Quinn, Senior Manager (Corporate Procurement) (Finance), I. Hardy, Corporate Policy and Performance Officer, C. Stewart and H. Clancy, Committee Services Officers (Democratic) (Chief Executive's Service).

#### **Also In Attendance**

Karlyn Watt (Deloitte).

#### **Chair**

Councillor Burns in the Chair.

#### **Apologies**

Margaret George and Tom Marshall.

### **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 Audit and Scrutiny Committee held on 19 January 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

### **3. Council Plan Mid-Year Progress Report 2021-22**

Submitted report by the Head of Service (Democratic) on progress of the Council Plan priorities. The Council Plan 2019-24 Progress Update (Mid-Year 2021-22) was attached at Appendix 1 to the report.

Members asked questions and were provided with further information in relation to the roundabout advertising and floral bedding pilots.

The Head of Service (Economic Development and Regeneration) undertook to provide an update on the roundabout advertising and floral bedding pilots in response to a query raised by Councillor Reid.

The Committee agreed to note (i) the Council Plan Mid-Year Progress Report as set out at Appendix 1 to the report and (ii) note the status of the Council's performance indicators and actions at Appendices 2 and 3 to the report.

#### **4. Best Value Assurance Audit Recommendations Update**

Submitted report by the Head of Service (Democratic) Head of Service (Democratic) on progress against our Best Value Assurance Audit Recommendations. The Statement was set out in full at Appendix 1 to the report.

The Committee agreed (a) to note the update to our Best Value Assurance Audit recommendations; and (b) that recommendation actions could be deemed as complete with no further update necessary.

#### **5. External Audit Plan 2021/22**

Submitted report by the Head of Service (Finance) on the External Audit Plan for 2021/22. Deloitte LLP's planning report for the 2021/22 audit was attached at Appendix 1 to the report.

Karlyn Watt of Deloitte provided a verbal report on the appendices to the report, including highlighting key risks in relation to management override of controls and the recognition of Covid-19 related grant income and specific testing which would be carried out in relation to the planning of audit work.

The Committee thanked Karlyn Watt (Deloitte) for all the good work done.

Noted.

#### **6. Internal Audit and Corporate Fraud Action Plans: Quarter 3 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 31 December 2021. Deloitte LLP's planning report for the 2021/22 audit was attached at Appendix 1 to the report.

Members asked questions and were provided with further information on the progress of Audit Action 'CFT3120b' concerning Procurement Cards, which was 75% complete. It was noted that an update on this action had been received by the Corporate Procurement Unit which advised that the Education Service was working to identify any gaps in approvers, in order that the appropriate training could be undertaken, with this action now anticipated to be completed by 31 March 2022.

The Committee agreed (a) to note the current position with the implementation of Internal Audit and Corporate Fraud actions; (b) to challenge those Services that had not implemented actions within the previously agreed timescales; and (c) to note that a Members' Briefing Note on the above Procurement Card action, which would provide a full update from the Education Service with regard to specific actions undertaken, would be issued to Members of the Committee prior to the end of the current Administration period, given the concerns raised.

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

Submitted report by the Head of Service (Finance) on the findings of Internal Audit work completed between January and February 2022. Information on Internal audit work completed in this period, including Internal control reviews, were detailed at Appendix 1 to the report.

Members asked questions and were provided with further information on:

- *Facilities Management Overtime Controls:* Exceptions Testing and Sample Testing Overtime Payment as well as control measures in place to prevent the payment of duplicate overtime and ensure high overtime payments were legitimate and payments for working public holidays were in line with the Terms and Conditions of Employment;
- *Procurement Card Follow Up:* Audit Survey to 30 cardholders and response from 26 cardholders and follow-up action to ensure 100% return from respondents in future, further information on the Procurement Card (Pcard) Audit (*as referred to as an action decision in the previous agenda item 6*), the required numbers of Pcard users, training and reinforcing responsibilities of the card holder and approver as well as continuing to monitor the activity and that this item would remain in the Audit Plan in order to ensure an adequate level of assurance; and
- *Employability Services:* Measures and detailed procedures now in place to avoid double counting errors and to ensure consistent and accurate Performance Indicator (PIs) figures.

Noted.

## **8. Internal Audit Plan 2022-23**

Submitted report by the Head of Service (Finance) on the proposed Internal Audit plan for 2022-23. The detailed audit plan for 2022-23 was set out at Appendix 1 to the report.

The Committee agreed (a) to approve the Internal Audit plan for 2022-23 as attached at Appendix 1 to the report; and (b) the indicators and targets at section 2.7 of the report, as outlined at Appendix 1 to the report.



## **9. Procurement Activity Report (2020-21)**

Submitted report by the Head of Service (Finance) providing an update on Procurement activity for the period 2020/21. The top 20 suppliers by spend was set out at Appendix 1 to the report.

Members asked questions and were provided with further information on:

- from a scrutiny perspective, the impact of Community Wealth Building and Procurement; and
- the Quick Quote tender process and, in particular, the requirement for 5 companies to tender under that process, with the consequential difficulties given that number, on an Island community such as Arran.

Noted.

The meeting ended at 11.20 a.m.

**Cabinet  
8 March 2022**

At a Special Meeting of the Cabinet of North Ayrshire Council at 3:30 p.m. involving participation by remote electronic means.

**Present**

Joe Cullinane, John Bell, Robert Foster and Jim Montgomerie.

**In Attendance**

R. McCutcheon, Executive Director, Y. Baulk, Head of Service (Physical Environment) and C. Dempster, Senior Manager (Commercial Services – Roads) (Place); A. Sutton, Executive Director and R. Arthur, Head of Service (Connected Communities) (Communities and Education); C. Cameron, Director (Health and Social Care Partnership); M. Boyd, Head of Service (Finance) and F. Walker, Head of Service (People & ICT) (Chief Executive's Service); J. Hutcheson, Senior Communications Officer, C. Stewart and H. Clancy, Committee Services Officers (Democratic Services).

**Apologies**

Louise McPhater and Alex Gallagher.

**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 22 February 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. 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 were submitted from the Garnock Valley Locality Partnership (Appendix 1 to the report) and the North Coast and Cumbrae Locality Partnership (Appendix 2 to the report).

The Cabinet agreed to (a) review the applications from the Garnock Valley Locality Partnership and the North Coast and Cumbrae Locality Partnership in line with CIF criteria; (b) approve the CIF application in relation to Beith Community Development Trust in the amount of £15,582 as detailed at Appendix 1 to the report; and (c) approve the CIF application in relation to West Kilbride Community Initiative Limited in the amount of £76,605 over 3 years as detailed at Appendix 2 to the report.

#### **4. Acquisition of Land for Council House Building**

Submitted a report by the Executive Director (Place) seeking approval for the four former school sites at James Reid (inclusive of the Focus Centre), Saltcoats; James McFarlane, Ardrossan; Garnock Academy, Kilbirnie; Stanecastle, Irvine; and sites C and D at Montgomerie Park, Irvine to be transferred from the General Fund to the Housing Revenue Account. Location plans showing the housing development programme, which included the redevelopment of the sites currently owned by the Council's General Fund, were attached at Appendices 1 -5 to the report.

Members asked questions and were provided with further information in relation to the former Garnock Academy site, and what that comprised of in terms of land at that location.

The Cabinet agreed to approve the transfer of the four former school sites at James Reid (inclusive of the Focus Centre), Saltcoats; James McFarlane, Ardrossan; Garnock Academy, Kilbirnie; Stanecastle, Irvine; and sites C and D at Montgomerie Park, Irvine from the General Fund to the Housing Revenue Account for the sum of £6,365,000, subject to the future deduction of abnormal development costs.

#### **5. Roads, Structures & Street Lighting Maintenance Programme 2022/23**

Submitted a report by the Executive Director (Place) on the proposed Roads, Structures and Street Lighting Maintenance Programme for 2022/23. The proposed Roads, Structures and Street Lighting Maintenance Programme 2022/23 was attached at Appendix 1a and 1b to the report. Details of how condition assessments are carried out and how roads, structures and lighting locations are prioritised, for inclusion in the maintenance programme, were set out at Appendix 2 to the report. The assessment matrixes used for scoring and ranking footways and structures, for inclusion in the relevant footway resurfacing and structures programmes, were set out at Appendices 3 and 4, respectively, to the report.

The Cabinet agreed to (a) note the approach taken to determining the asset maintenance programme for roads, structures and street lighting; (b) approve the maintenance programme for 2022/23, as shown at Appendix 1a and 1b to the report; and (c) note that the programme would be issued to the Locality Planning Partnerships for information.

#### **6. Urgent Item**

##### **6.1 Humanitarian Protection for People from Ukraine**

Submitted a report by the Executive Director (Place) advising of the range of supports the Council could offer to those people seeking sanctuary from the conflict in Ukraine, in partnership with COSLA and third sector organisations who were planning to provide direct aid to those affected.

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

- the many offers of help and assistance that had been received from a number of local organisations as well as from the community; and
- how these offers of help could be progressed and coordinated to ensure maximum support to the people of Ukraine, whilst working with third sector organisations in providing as much advice and guidance as possible to support the aid effort.

The Cabinet agreed (a) to make a pledge to offer accommodation to provide sanctuary to people displaced by the conflict in Ukraine; (b) to authorise officers to work closely with COSLA to develop plans for providing assistance; and (c) that practical support would be given to third sector organisations who were making plans to offer direct assistance to those displaced by the conflict.

The meeting ended at 4.00 p.m.

**Licensing Committee  
9 March 2022**

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)**

John Easdale, Jean McClung, Davina McTiernan, Ronnie Stalker and Angela Stephen.

**In Attendance**

W. O'Brien, Solicitor (Licensing), A. Toal, Administrative Assistant (Licensing), D. Robertson, Enforcement Officer (Legal Services), H. Clancy and C. Stewart Committee Services Officers (Chief Executive's Service).

**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 9 February 2022 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/375 (New) – Andrew Read**

At a previous meeting on 9 February 2022, the Committee agreed to continue consideration of this application to allow representation by Police Scotland.

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

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

#### **Decision**

Councillor McNicol, seconded by Councillor Barr, moved that the Committee delegate authority to the Solicitor (Licensing) to grant the Private Car Hire Licence, subject to (a) the Council's standard conditions and (b) such additional conditions as are prepared for this new type of licensed activity (the operation of a 'trike') in terms of Paragraph 5(1)(a) of Schedule 1 of the Civic Government (Scotland) Act 1982 if the proposed vehicle passed a mechanical inspection at the Council garage.

There being no amendment the motion was declared carried.

The applicant left the meeting at this point.

#### **4.2 Street Trader Operator's Licence: STL/O/522 (New) Stewart Cape and Carrie Simpson**

The Applicants, having been duly cited to attend, were not present or represented.

At a previous meeting on 7 June 2021, the Committee agreed to grant a Temporary Street Trader's Licence under the Civic Government (Scotland) Act 1982, Section 39 and Schedule 1, Paragraph 7, with the Council's Standard Conditions and to substitute for Condition C.3 (Movement) the following:

"C.3. When the Licence-Holder parks or sets-up the vehicle or stall in one location:

- (a) he may remain there for a maximum period of 60 minutes;

(b) he must then move to another location at least 200 metres away which the trader has not traded from that day.

This period of 60 minutes does not include:

- parking and setting-up before trading starts, and
- dismantling and clearing-up afterwards,

but no trading can take place in that extra time."

The Licence-Holder had applied for a 'full' Licence (duration 3 years, and renewable) during the currency of the Temporary Licence, and accordingly the Temporary Licence continued to have effect due to Paragraph 7(6).

On considering the 'full' Licence application, and the Applicant's request that the variation of Condition C.3 should continue.

### **Decision**

Councillor Barr, seconded by Councillor Reid, moved the Committee to grant a 'full' Street Trader's Licence under the Civic Government (Scotland) Act 1982, Section 39, with the Council's Standard Conditions subject to the same substitution for Condition C.3 (Movement).

There being no amendment, the motion was declared carried.

#### **4.3 Street Trader Operator's Licence: STL/O/524 (New) Carole Proven**

The Committee noted the application had been withdrawn.

Councillor Easdale joined the meeting at this point.

#### **4.4 Taxi Driver's Licence TDL/00121 and Taxi Licence TL/180 Edward Walsh**

At a previous meeting on 9 February 2022, following a complaint made against a licence holder, the Committee had agreed to proceed to a Hearing in terms of Paragraph 11(7) of Schedule 1 of the Civic Government (Scotland) Act 1982.

The licence holder, having been duly cited to attend, joined the meeting at this point. The complainant and a witness were also in attendance.

The Enforcement Officer addressed the Committee on the complaint made against a licence holder.

The complainant and the witness then addressed the Committee and responded to questions. Thereafter the licence holder addressed the Committee on the issues raised and responded to questions.

The licence holder, the complainant and the witness then withdrew to allow the Committee to deliberate. Thereafter the licence holder, the complainant and the witness re-joined the meeting, with the same Members and Officers present and in attendance, to hear the Committee's decision.

The Committee considered the two Licences separately and reached separate decisions.

#### **4.4.1 Taxi Driver's Licence TDL/00121 Edward Walsh**

##### **Decision**

Councillor Barr, seconded by Councillor Reid, moved that the Committee warn the license holder about his future conduct and advise the incident will be taken into account (i) if there are further complaints; and (ii) on the renewal of the licence.

There being no amendment, the motion was declared carried.

#### **4.4.2 Taxi Licence TL/180 Edward Walsh**

##### **Decision**

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

The licence holder, complainant and the witness left the meeting at this point

#### **4.5 Taxi Licence TL/434 (New) Norman Gillespie**

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

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

##### **Decision**

Councillor McNicol, seconded by Councillor Barr, moved that the Committee grant the application as an exemption to the Council's Vehicle Specification Policy under Section 10(2) 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**

### **4.6 TDL/02293 (New) John Walsh**

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

The meeting ended at 11.30 a.m.

**Planning Committee**  
**10 March 2022**

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

**Present**

Christina Larsen, Timothy Billings, Robert Barr, Robert Foster, Ronnie McNicol and Donald Reid.

**In Attendance**

J. Miller, Chief Planning Officer, I. Davies, Senior Development Management Officer, A. Gemmel, Manager, L. Dempster, Technician (Planning); L. Kirk, Senior Manager (Regeneration) (Economic Development and Regeneration); J. Law, Solicitor (Legal Services) and H. Clancy and C. Stewart, Committee Services Officers (Chief Executive's Service).

**Apologies**

Ian Clarkson and Shaun Macaulay.

**Chair**

Councillor Larsen in the Chair.

**1. Declarations of Interest**

In terms of Standing Order 10 and Section 5 of the Code of Conduct, Councillor Billings declared an interest in Agenda Item 3 (21/00756/PPM - Glenkiln Farm, Lamash, Arran) and left the meeting for that item of business.

In terms of Standing Order 5.7, the Chair adjourned the meeting for a short recess to allow Members to consider legal advice on Declarations of Interest. The meeting reconvened with the same Members and officers present and in attendance, with the exception of Councillors McNicol and Barr, who left the meeting at this point.

**2. 21/01161/PP: Site At North Shore Adjacent To North Crescent Road, Ardrossan**

North Ayrshire Council have applied for planning permission for enabling works to support the future development proposed on the North Shore site, consisting of earthworks, remediation, construction of road, replacement revetment, drainage and formation of a coastal footpath at the site at North Shore adjacent to North Crescent Road, Ardrossan. Three objections and one neutral representation were received and summarised in the report.

The Chief Planning Officer advised the Committee of a reference to the road length within the report, which should read 725m long with a 215m spur running south-west.

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

1. Following demolition and removal of the existing building footprint area identified in the Coast to Coast Site Phase I and II Interpretive Report, May 2022, Document Number 8754 and prior to any remediation works commencing within the application area, the applicant shall undertake an additional site investigation and interpretive risk assessment and submit the findings with any remedial measures within the application site Remediation Strategy for the approval of North Ayrshire Council, as Planning Authority and Environmental Health.
2. Prior to commencement of the development, the applicant shall submit a revised Remediation Strategy that will take cognisance of and include: the findings of any existing and further site investigations, risk assessments and remediation trials to demonstrate that they can achieve the remedial targets; details of the phasing of the proposed remediation; Materials Management Plan; surface and groundwater monitoring plans and regulatory liaison proposals for the approval of North Ayrshire Council, as Planning Authority and Environmental Health.
3. A named Clerk of Works will be appointed by the contractor and the approved remediation strategy shall be carried out in accordance with its terms prior to the commencement of any development other than that required to carry out remediation, unless otherwise agreed in writing by North Ayrshire Council, as Planning Authority. The Planning Authority shall be notified in writing of the intended commencement of remediation works not less than 14 days before these works commence on site.
4. On completion of the remediation works a validation and verification report, which demonstrates the effectiveness of the completed remediation works, with all documentation verified by a suitably qualified Environmental Consultant, shall be submitted for the approval of North Ayrshire Council, as Planning Authority.
5. If there is a requirement to re-use site won material and to import material, then the assessment criteria, sampling frequency and submission phasing, that would adequately demonstrate its suitability for use shall be submitted to and approved by North Ayrshire Council, as Planning Authority, prior to any material being used. In addition, and in accordance with BS3882:2015 and BS8601:2013, material to be used in the top 300mm shall also be free from metals, plastic, wood, glass, tarmac, paper and odours. On completion of the works a verification report containing details of the source of the material and appropriate test results to demonstrate its suitability, shall be submitted for the approval of North Ayrshire Council, as Planning Authority.
6. That the presence of any unsuspected contamination that become evident during the seawall revetement works of the site shall be brought to the attention of Environmental Health. Thereafter a suitable investigation strategy as agreed with North Ayrshire Council, as Planning Authority, shall be implemented and any necessary remediation works carried out prior to any further works taking place on the site, all to the satisfaction of North Ayrshire Council, as Planning Authority.

7. The works shall be carried out in accordance with the mitigation measures identified in the submitted European Protected Species Risk Assessment, to the satisfaction of North Ayrshire Council, as Planning Authority.
3. **21/00756/PPM: Site To Southeast Of Riding Arena Glenkiln Farm, Lamlash, Arran**

Mr Robert McNeice has applied for planning permission for the creation of mountain biking facilities within an existing forestry site at Dyemill, approximately 0.8km southwest of Lamlash. One objection was received and was summarised in the report.

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

1. That, prior to the commencement of the development hereby approved, details of the design and siting of the proposed bike repair station, vending machine, charging point and bike wash facilities shall be submitted for the written agreement of the planning authority and that the development shall thereafter be completed only in accordance with the approved details, all to the satisfaction of North Ayrshire Council as planning authority
2. That, prior to the commencement of the development hereby approved, details of the design, installation, and proposed operation of all lighting at the site shall be submitted for the written agreement of the planning authority and that the development shall thereafter be completed only in accordance with the approved details, all to the satisfaction of North Ayrshire Council as planning authority
3. That prior to its installation, full details of the design, appearance and construction of the shelter hereby approved shall be submitted for the written approval of the planning authority and that the development shall thereafter be completed only in accordance with the approved details, all to the satisfaction of North Ayrshire Council as planning authority
4. That, prior to the commencement of the development hereby approved, details of all proposed signage at the site shall be submitted for the written agreement of the planning authority and that the development shall thereafter be completed only in accordance with the approved details, all to the satisfaction of North Ayrshire Council as planning authority
5. 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.

#### **4. Making Waves Festival: Proposed Section 11 Exemption Order under the Land Reform (Scotland) Act 2003**

Submitted report by the Executive Director (Place) on the Making Waves Festival to be held at Irvine Beach Park between 22 and 24 July 2022 and the Proposed Section 11 Order to facilitate the event.

The Section 11 Order would exempt the area of Irvine Beach Park identified in the application from the access rights between 21 and 25 July 2022, enabling a charge to be made for admission and provide for public safety and security prior to, during and after the event.

Members asked a question and received clarification on the event being achieved within the 5-day period.

The Committee agreed to (a) issue a public notice of and consult on the proposed order as detailed in Appendix 3; (b) report the outcome of the consultation to Scottish Ministers; and (c) issue a public notice of the Order if confirmed by Scottish Ministers.

#### **5. Local Development Planning – Regulations and Guidance: Consultation**

Submitted report by the Chief Planning Officer on proposals for regulations and guidance on all aspects of implementing the future Local Development Plan system that had been published for consultation.

The Planning (Scotland) Act 2019 makes significant changes to development planning aimed at creating strong and flexible development plans. The proposed regulations and draft guidance seek to deliver a new type of Local Development Plan (LDP) that is more delivery-focused, placed-based and people-centred.

Members asked a question and received clarification on local based policy plans being included in future Local Development Plans.

The Committee agreed to delegate authority to the Chief Planning Officer to complete and submit a detailed response to the consultation on Local Development Plans Regulations and Guidance.

#### **6. Draft National Planning Framework 4**

Submitted report by the Chief Planning Officer that provided an update on the preparation of Scotland's fourth National Planning Framework and sought delegated authority to respond in full to the consultation.

Members asked a question and received further information in relation to local based policies and how they fit within the National Planning Framework.

The Committee agreed (a) that the comments set out in Paragraphs 2.12 to 2.23 form the basis of the Council's response to the consultation on Draft National Planning Framework 4; and (b) to delegate authority to the Chief Planning Officer to complete and submit a full consultation response to the Scottish Government.

The meeting ended at 3.35 p.m.

**Appeals Committee  
16 March 2022**

A Meeting of the Appeals Committee of North Ayrshire Council at 10.30 a.m. involving participation by remote electronic means.

**Present**

John Easdale, Davina McTiernan and Jimmy Miller.

**In Attendance**

J. Smillie, Senior Manager (HR & OD) (People and ICT) and J. Niven, Solicitor (Litigation) (Democratic Services).

**Also In Attendance**

L. Morris, Senior Manager (Communities); R. Lightfoot, HR Adviser (HR & OD); and the Appellant; Appellant's representative and Appellant's witness.

**Chair**

Councillor Easdale 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 Cabinet held on 17 February 2022 was confirmed and the Minutes 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 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 indicated in terms of Paragraph 1 of Part 1 of Schedule 7A of the Act.

**4. Disciplinary Procedure: Appeal Against Demotion**

Submitted report by the Chief Executive on the background to an appeal against demotion by an employee within Communities.

The service representative presented the grounds for demotion as previously advised to the appellant in writing. The appellant was given the opportunity to respond to the issues raised and to ask questions of the service representative. Members of the Committee were also given the opportunity to ask questions.

In terms of Standing Order 5.7, and with the agreement of the Members, officers and attendees, the Chair adjourned the meeting at 12.50 p.m. to reconvene on 17 March at 2.30 p.m.

The meeting reconvened on 17 March at 2.30 p.m. with the same Members, officers and other attendees present and in attendance.

The appellant presented the grounds of appeal. The service representative was given the opportunity to respond to the issues raised and to ask questions of the appellant. Members of the Committee were also given the opportunity to ask questions of the appellant.

After summing up their respective cases, the service representative together with the appellant, her representative and witness withdrew from the hearing to allow the Committee to deliberate.

Following deliberation, the Committee agreed that (a) the grounds of appeal had been upheld in part; (b) the appellant should be reinstated to her previous role with a final written warning; (c) the appellant should undertake and successfully complete appropriate training in relation to the Council's Financial processes and procedures and (d) the appellant be so advised within 14 days.

The Meeting ended at 4.00 p.m.

**Local Review Body  
23 March 2022**

At a Meeting of the Local Review Body of North Ayrshire Council at 2.15 p.m. involving participation by remote electronic means.

**Present**

Christina Larsen, Timothy Billings, Shaun Macaulay and Donald Reid.

**In Attendance**

A. Hume, Senior Development Management Officer, 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).

**Apologies**

Ian Clarkson, Robert Foster and Ellen McMaster.

**Chair**

Councillor Larsen in the Chair.

**1. Declarations of Interest**

There were no declarations of interest 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 Local Review Body held on 23 February 2022 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Notice of Review: N/21/01120/PP: 29 Caldwell Road, West Kilbride**

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 and the applicant's response to 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 Macaulay, seconded by Councillor Reid , 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 2.45 p.m.

Licensing Committee  
28 March 2022

At a Meeting of the Special Licensing Committee of North Ayrshire Council at 2.35 p.m. involving participation by remote electronic means.

**Present**

Ronnie McNicol, Robert Barr, Alan Hill, Jean McClung, Davina McTiernan, Donald L. Reid.

**In Attendance**

W. O'Brien, Solicitor (Licensing), C. Pollock, Licensing Administrative Officer, A. Toal, Administrative Assistant (Licensing), S. McLelland, Team Manager (Protective Services) and H. Clancy, Committee Services Officer (Chief Executive's Service).

**Also in Attendance**

Inspector D. Cameron (Police Scotland) and J. Alexander (Scottish Fire and Rescue).

**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.

**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 Public Entertainment Licence: PEL/667 (New) – Bouncestation and Jack Quirk**

The applicant, having been duly cited to attend, joined the meeting at this point. Representatives from Police Scotland and Scottish Fire and Rescue were also in attendance.

#### **Decision**

Councillor McNicol, seconded by Councillor Barr, moved that the Committee continue consideration of the case to a future meeting. There being no amendment the motion was declared carried.

The meeting ended at 2.45 p.m.