

Minute of Meeting of the Place, Neighbourhood & Corporate Assets Committee of East Dunbartonshire Council held within Tom Johnston Chambers, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex (Hybrid Meeting) on 9 November 2023

Present: Provost **RENWICK**
 Councillors **CUMMING, FERRETTI, GALLAGHER, MARSHALL, MCNALLY, MOIR, MURRAY, REID and ROSE**

Also Present: Councillor **MCDIARMID**

In Attendance: A. **Bauer** Executive Officer – Assets & Facilities
 A. **Davie** Depute Chief Executive
 E. **Bauer** Executive Officer – Community Services
 K. **Donnelly** Chief Solicitor & Monitoring Officer
 M. **Grant** EDLCT Manager
 H. **Holland** Executive Officer – Land Planning & Development
 F. **Lambert** Committee Services Officer
 L. **McKenzie** Team Leader – Democratic Services
 T. **McMenamin** Executive Officer – Roads & Neighbourhood Services
 J. **Robertson** Chief Finance Officer
 A. **Muir** Media Advisor

Councillor Ferretti (Convener) presiding

OPENING REMARKS

The Convener welcomed everyone to the meeting. He advised that this was a hybrid meeting where Members and Officers were participating in the Chambers and remotely. He outlined a number of procedural matters to assist Members with their participation in the meeting. He also advised that the meeting would be streamed live on YouTube.

1a APOLOGY FOR ABSENCE

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

The Chief Solicitor & Monitoring Officer advised that Provost Renwick and Councillors Ferretti, McNally and Moir and were present in the Chambers and Councillors Cumming, Marshall, Murray, Reid and Rose were present online.

1b DECLARATIONS OF INTEREST

There were no declarations of interest.

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1c DETERMINATION OF EXEMPT BUSINESS

The Committee noted that there were no items of exempt business.

1d CONVENER'S REMARKS

The Convener did not have any remarks.

1e ANY OTHER BUSINESS WHICH THE CONVENER DECIDES IS URGENT

The Convener did not have any other business.

2. MINUTE OF MEETING OF THE PLACE, NEIGHBOURHOOD & CORPORATE ASSETS COMMITTEE OF 24 AUGUST 2023.

There was submitted and approved Minute of Meeting of the Place, Neighbourhood & Corporate Assets Committee of 24 August 2023, copies of which had previously been circulated.

3. OUTSTANDING BUSINESS STATEMENT

There was submitted Report PNCA/091/23/AD by the Depute Chief Executive, copies of which had previously been circulated, providing Members with an update in relation to progress against decisions taken by Place, Neighbourhood & Corporate Assets Committee. Full details were contained within the Report and attached Appendix.

With regards to Pages 32 and 33, Items 586 to 588, Nithsdale Crescent, Bearsden, and in response to a question from Councillor Reid regarding what was outstanding, the Chief Solicitor & Monitoring Officer advised that two of the properties had been acquired, the conveyancing had been completed and they were now in the ownership of the Council. With regard to the two outstanding properties, she advised that offers had been received which included the Shared Equity element. She added that once responses had been received the conveyancing would be progressed accordingly.

With regards to Nithsdale Crescent, Bearsden, in response to a question from Councillor Reid regarding the work which required to be undertaken to ensure that the ground remained in a good condition while waiting for the project to start, the Executive Officer - Assets & Facilities advised that the site investigation works had been completed and Officers were working on the tender process relating to removing rubble and materials from site. He added that, thereafter, the site would be passed to colleagues in the Roads Service for inclusion on their maintenance regime.

At the request of Councillor Cumming, it was agreed that a Technical Note be issued relating to the anticipated timescales involved with the ground works.

Due to the public interest in Nithsdale Crescent, Bearsden, Councillor Cumming requested that a further Technical Note be provided which included details of the

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information which could be shared publicly, which was agreed by Councillor Ferretti.

With regards to Page 26, Items, 581 and 582, Traffic Free Schools Pilot Project – Experimental Traffic Regulation Order, and in response to comments from Councillor Moir, Councillor Ferretti advised that the pilot project would be carried out from the end of November 2023 to the end of December 2024. He added that a monitoring report would be issued.

Following further consideration, the Committee agreed as follows:-

- a) to consider the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed would be removed from the Outstanding Business Statement.

4. PLACE, NEIGHBOURHOOD AND CORPORATE ASSETS - HOW GOOD IS OUR SERVICE (APRIL – SEPTEMBER 2023)

There was submitted Report PNCA/101/23/JG by the Depute Chief Executive, copies of which had previously been circulated, providing Committee with the performance and progress reports covering the period April-September 2023 for the following Strategic Groupings: Assets and Facilities; Community Services; Land Planning & Development; and Roads and Neighbourhood Services. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee agreed as follows:-

- a) to note the submitted Strategic Group performance reporting templates as set out in Appendix 1 of the Report; and
- b) that progress on any identified improvement activity be reported in the Year End How Good Is Our Service evaluation reviews, which would be reported to the May 2024 meeting of the Committee.

5. EAST DUNBARTONSHIRE LEISURE AND CULTURE – HOW GOOD IS OUR TRUST (APRIL – SEPTEMBER 2023)

There was submitted Report PNCA/102/23/JG by the Depute Chief Executive, copies of which had previously been circulated, providing Committee with the performance and progress report covering the period April-September 2023 for East Dunbartonshire Leisure and Culture Trust (see Appendix 1). Full details were contained within the Report.

The Report covered the performance indicators as set out in the Trust's Business and Improvement Plan for 2023 – 26, approved at Council on 27 April 2023 (CE/09/23). The Report requested a high-level narrative overview of progress against the improvement priorities outlined in the Business Improvement Plan. Full details were contained within the Report and Appendix 1.

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In response to a request from Councillor Moir for details of the participation levels within East Dunbartonshire sports facilities, particularly by Young People, and also by those participants who lived out with East Dunbartonshire, the Manager, EDLCT, undertook to provide information relating to the participation levels in each of the Council's Sports facilities, which would include the Active Schools and Sports Development Programmes, which he advised were utilised by Young People. He added there were a large number of participants who travelled from out with the East Dunbartonshire area to participate in various clubs, such as, football and swimming clubs, and he undertook to include this information.

Following further consideration, the Committee agreed as follows:-

- a) to scrutinise the submitted Trust reporting template as set out in Appendix 1 of the Report; and
- b) that progress on any identified improvement activity would be reported in the Year End How Good Is Our Trust evaluation review, which would be reported to the May 2024 meeting of the Committee.

6. HOUSING REVENUE ACCOUNT MONITORING REPORT 2023/24 AT PERIOD 6

There was submitted Report PNCA/098/23/JR by the Depute Chief Executive, copies of which had previously been circulated, providing an update to Members of the Place, Neighbourhood and Corporate Assets Committee regarding the performance of the 2023/24 Housing Revenue Account (HRA) as at Period 6 from the 1 April to the 1 October 2023. Full details were contained within the Report and attached Appendix.

Following consideration, the Committee agreed as follows:-

- a) to review the Period 6 analysis and agree that it represented an early indication of the potential financial outturn position;
- b) to instruct Officers to continue to report on potential for the financial outturn in line with the established cycle of reports; and
- c) to otherwise note the content of the Report.

7. HOUSING CAPITAL PROGRAMME MONITORING REPORT 23-24 PERIOD 6

The Committee took up consideration of Report PNCA/099/23/JR by the Depute Chief Executive, copies of which had previously been circulated, providing Members with an update on the 2023/24 Housing Capital Programme as at accounting Period 6 (to 1st October 2023). Full details were contained within the Report and attached Appendix.

Following consideration, the Committee agreed as follows:-

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- a) to review the Period 6 analysis and agree that it represented an indication of the potential outturn financial position;
- b) to instruct Officers to continue to report on the projected financial outturn in line with the established cycle of reports; and
- c) to note the content of the Report.

8. LOCAL DEVELOPMENT PLAN 3 – EVIDENCE REPORT PUBLIC ENGAGEMENT

Consideration was given to Report PNCA/100//23/SM by the Depute Chief Executive, copies of which had previously been circulated, setting out a programme of work for the Evidence Gathering stage of the Council's new Local Development Plan 3. The Report also sought approval to commence work relating to the activities, events and publicity required to support public engagement on the evidence gathering process. Full details were contained within the Report and attached Appendices.

Following consideration, the Committee agreed as follows:-

- a) to note the purpose of the Evidence Gathering stage of the Local Development Plan 3 (LDP 3) and the programme of work that would support this;
- b) to approve the activities, events and publicity measures that were proposed as part of the 'public at large' engagement, as detailed in Paragraphs 3.11 to 3.24 of the Report; and
- c) to delegate authority to Officers to undertake additional targeted engagement as part of the Evidence Gathering process.

9. CLIMATE CHANGE DUTY REPORT AND CARBON MANAGEMENT PLAN 2022/23

There was submitted Report PNCA/095/23/RS by the Depute Chief Executive, copies of which had previously been circulated, seeking approval to submit the Council's Public Bodies Climate Change Duty Report, prepared in accordance with the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015, to the Scottish Government. Full details were contained within the Report and Appendix 1.

With regard to Page 175, global investment in low emission vehicles, and in response to comments from Councillor Reid regarding the amount of charging points available in East Dunbartonshire and whether there were plans in place to cope with the expected increase, the Executive Officer – Land Planning & Development advised that this had been recognised locally and regionally and she advised that there was work ongoing at pace at regional level to accelerate the electric vehicle infrastructure. She was heard in relation to the local sites and

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advised that a Report would be submitted to a future meeting of the Council in this regard.

In response to a question from Councillor Cumming regarding the possibility of charging points being made available at train stations, the Executive Officer – Land Planning & Development advised that a number of train stations were being considered as well as at the Allander Leisure Centre and Mugdock Road. She added that there had been some technical issues which were presently being investigated. The Executive Officer – Land Planning & Development undertook to provide a Technical Note detailing the sites which were currently being considered.

Following further consideration, the Committee agreed as follows:-

- a) to approve the submission of the Public Sector Climate Change Duties Report to the Scottish Government; and
- b) to the content of the appended Annual Carbon Management Report (Appendix 1).

10. CONSULTATION RESPONSES TO THE BURIAL AND CREMATION ACT 2016

Consideration was given to Report PNCA/105/23/SE by the Depute Chief Executive, copies of which had previously been circulated, seeking approval for a response to the Scottish Government's consultation with regards to the introduction of regulations around the Burial and Cremation Act 2016. Full details were contained within the Report and attached Appendices.

Following consideration, the Committee approved the proposed responses to the four consultation documents relating to the 2016 Act which were attached to the Report.

11. STATUTORY BIODIVERSITY DUTY REPORT 2021 - 2023

The Committee took up consideration of Report PNCA/097/23/SG by the Depute Chief Executive, copies of which had previously been circulated, seeking approval of the Place, Neighbourhood & Corporate Assets Committee for the East Dunbartonshire Biodiversity Duty Report. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee agreed as follows:-

- a) to note the contributions and achievements made across the Council to meet the statutory duty; and
- b) to approve the East Dunbartonshire Biodiversity Duty Delivery Report 2021 - 2023 for submission to Scottish Government and publication on the Council's website.

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12. MILNGAVIE BUSINESS IMPROVEMENT DISTRICT

The Committee took up consideration of Report PNCA/093/23/DG by the Depute Chief Executive, copies of which had previously been circulated, updating Committee on the Milngavie Business Improvement District (the Milngavie Bid) project. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee agreed as follows:-

- a) to approve the Milngavie BID Business Plan (appendix 1);
- b) to delegate authority to the Executive Officer - Land Planning & Development to agree any required subsequent changes to the proposal documentation with the BID following on from Committee approval, subject to any change being minor in nature and not substantially altering the content of the proposal documentation;
- c) that subject to the outcome of the ballot, the Council would provide a £180,000 voluntary financial contribution for the 5-year period to the Milngavie BID project, the structure of payments for which would be set out and agreed within the Operating Agreement;
- d) that the Executive Officer - Land Planning & Development utilise existing budgets and finding to provide the financial support;
- e) subject to the outcome of the ballot, to delegate authority to the Chief Solicitor & Monitoring Officer to negotiate and agree the required Operating Agreement with Milngavie BID; and
- f) to note that the outcome of the ballot would be provided in a Technical Note to Elected Members.

13. DISABLED PERSONS' PARKING PLACES

Consideration was given to Report PNCA/090/23/SC by the Depute Chief Executive, copies of which had previously been circulated, seeking Committee approval for the introduction of traffic regulation orders to legally designate existing advisory disabled persons' parking places for use only by disabled persons' vehicles, on the roads listed in Appendix 1. In addition, it was proposed to remove a number of existing enforceable disabled persons' parking places which were no longer required for use on the roads listed as detailed within Appendix 2 of the Report. Full details were contained within the Report and attached Appendices.

Following consideration, the Committee agreed as follows:-

- a) to approve the proposal to introduce and make all existing disabled persons' parking places within East Dunbartonshire enforceable, as required by the 2009 Act and as listed in Appendix 1 of the Report;

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- b) to approve the proposal to remove a number of existing disabled persons' parking places, as listed in Appendix 2 of the Report, as these bays had been identified by Social Work Services as being no longer required; and
- c) to instruct the Chief Solicitor & Monitoring Officer to undertake the required statutory process in order to progress the proposals as set out at Paragraphs 2.1 and 2.2 of the Report.

14. CAMPSIE CROSS NO WAITING OR LOADING AT ANYTIME

There was submitted Report PNCA/094/23/SC by the Depute Chief Executive, copies of which had previously been circulated, seeking Committee approval to progress a proposal to introduce no waiting at any time restrictions on the A891 Antermomy Road and Campsie Road, Milton of Campsie. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee agreed as follows:-

- a) to approve the proposal to introduce no waiting at any time restrictions of the A891 Antermomy Road and Campsie Road, as described in Paragraph 3.3 of the Report and as shown on the attached plan, (Appendix 1 of the Report); and
- b) to instruct the Chief Solicitor & Monitoring Officer to prepare the necessary Order and undertake the required statutory process in order to progress the proposal to introduce no waiting at any time restrictions on the A891 Antermomy Road, Milton of Campsie.

15. CANNIESBURN TOLL ROUNDABOUT, BEARSDEN – REDETERMIANTION OF FOOTWAY

Consideration was given to Report PNCA/103/23/FS by the Depute Chief Executive, copies of which had previously been circulated, seeking approval to increase the Penalty Charge Notice Value following national guidance issued by Scottish Ministers on the revised levels that could be charged for parking contraventions. Full details were contained within the Report and Appendix 1.

With regard to the shared space and in response to questions from Councillor Cumming regarding the surface and how the safety of pedestrians and cyclists would be secured, the Executive Officer – Land Planning & Development advised that there would be no physical delineation, however, she undertook to provide Councillor Cumming with further detail after the meeting.

Following further consideration, the Committee agreed as follows:-

- a) to authorise the Chief Solicitor & Monitoring Officer to make the East Dunbartonshire Council (Canniesburn Toll Roundabout, Bearsden) (Redetermination of Means of Passage to be by Pedal Cycle and Foot Only) Order 2023; and,

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- b) thereafter, to authorise the Executive Officer – Land Planning & Development to implement the provisions of the Order.

16. UNION STREET, KIRKINTILLOCH – RAISED TABLES

Reference having been made to the meeting of the Traffic Management Appeals Board of 19 September 2023, there was submitted Report PNCA/104/23/FS by the Depute Chief Executive, copies of which had previously been circulated, seeking authorisation of the Place, Neighbourhood and Corporate Assets Committee to install two flat topped raised tables on Union Street, Kirkintilloch. Full details were contained within the Report and Appendix 1.

In response to a question from Councillor Marshall regarding a completion date, the Executive Officer – Land Planning & Development advised that completion would be early 2024.

Following further consideration, the Committee authorised the Executive Officer – Land Planning & Development to install the flat top raised tables.

EXCLUSION OF THE PUBLIC

The Committee resolved that under Section 50A (4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information as defined in Paragraphs 6 and 9 of Part 1 of Schedule 7(A).

17. PROPOSED LEASE EXTENSION OF TWECHAR HEALTHY LIVING CENTRE, TWECHAR

There was submitted Report PNCA/096/23/GL by the Depute Chief Executive, copies of which had previously been circulated, seeking approval to extend the existing lease of Twechar Healthy Living Centre, Twechar under the terms and conditions outlined within the Report. Full details were contained within the Report.

Following consideration, the Committee agreed as follows:-

- a) to approve the lease extension on the terms outlined within the Report; and
- b) to instruct the Chief Solicitor & Monitoring Officer to conclude the necessary legal documentation associated with the proposed lease extension in early course.

18. PROPOSED LEASE OF 10 ROCHDALE PLACE, KIRKINTILLOCH

Consideration was given to Report PNCA/092/23/GL by the Depute Chief Executive, copies of which had previously been circulated, seeking Committee approval to enter into a new 5-year lease of 10 Rochdale Place, Kirkintilloch under

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the terms and conditions outlined within the Report. Full details were contained within the Report.

Following consideration, the Committee agreed as follows:-

- a) to approve the new lease on the terms outlined within the Report; and,
- b) to instruct the Chief Solicitor & Monitoring Officer to conclude the necessary legal documentation associated with the proposed lease in early course.

Minute of Meeting of the Place, Neighbourhood & Corporate Assets Committee of East Dunbartonshire Council held within Tom Johnston Chambers, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex (Hybrid Meeting) on 25 January 2024

Present: Provost **RENWICK**

Councillors **CUMMING, FERRETTI, GIBBONS, HENDRY, MARSHALL, MATHIESON, MCNALLY, MOIR, MURRAY, REID and ROSE**

In Attendance:

A. Davie	Chief Executive
K. Donnelly	Chief Solicitor & Monitoring Officer
J. Frame	Committee Services Officer
H. Holland	Executive Officer – Land Planning & Development
F. Lambert	Committee Services Officer
T. McMenamin	Executive Officer – Roads & Neighbourhood Services
A. Muir	Media Advisor
F. Robb	Development & Investment Manager
J. Robertson	Chief Finance Officer
R. Seale	Team Leader - Sustainability
N. Urquhart	Sustainability & Planning Policy Manager

Councillor Ferretti (Convener) presiding

OPENING REMARKS

The Convener welcomed everyone to the meeting. He advised that this was a hybrid meeting where Members and Officers were participating in the Chambers and remotely. He outlined a number of procedural matters to assist Members with their participation in the meeting. He also advised that the meeting would be streamed live on YouTube.

1a SEDERUNT AND APOLOGIES

There were no apologies.

The Chief Solicitor & Monitoring Officer advised that Councillors Ferretti, Hendry, Marshall, Mathieson, Moir and Murray were present in the Chambers and Provost Renwick and Councillors Cumming, Gibbons, McNally, Reid and Rose were present online.

1b DECLARATIONS OF INTEREST

There were no declarations of interest.

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1c DETERMINATION OF EXEMPT BUSINESS

Councillor Ferretti advised of one item of exempt business, namely, Agenda Item 12, Tree Preservation Order, and advised that the public would be excluded during consideration of this Item.

1d CONVENER'S REMARKS

The Convener did not have any remarks.

1e ANY OTHER BUSINESS WHICH THE CONVENER DECIDES IS URGENT

The Convener did not have any other business.

2. MINUTE OF MEETING OF THE PLACE, NEIGHBOURHOOD & CORPORATE ASSETS COMMITTEE OF 9 NOVEMBER 2023.

There was submitted and approved Minute of Meeting of the Place, Neighbourhood & Corporate Assets Committee of 9 November 2023, copies of which had previously been circulated.

3. OUTSTANDING BUSINESS STATEMENT

There was submitted Report PNCA/001/24/AD by the Chief Executive, copies of which had previously been circulated, providing Members with an update in relation to progress against decisions taken by the Place, Neighbourhood & Corporate Assets Committee. Full details were contained within the Report and attached Appendix.

Following consideration, the Committee agreed as follows:-

- a) to consider the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed would be removed from the Outstanding Business Statement.

4. HOUSING REVENUE ACCOUNT MONITORING REPORT 2023/24 AT PERIOD 8

There was submitted Report PNCA/003/24/JR by the Chief Finance Officer, copies of which had previously been circulated, providing an update to Members of the Place, Neighbourhood and Corporate Assets Committee regarding the performance of the 2023/24 Housing Revenue Account (HRA) as at Period 8 from the 1 April to the 26 November 2023. Full details were contained within the Report and attached Appendix.

Following consideration, the Committee agreed as follows:-

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- a) to review the Period 8 analysis and agree that it represented an early indication of the potential financial outturn position;
- b) to instruct Officers to continue to report on potential for the financial outturn in line with the established cycle of reports; and
- c) to otherwise note the content of the Report.

5. HOUSING CAPITAL PROGRAMME MONITORING REPORT 23-24 PERIOD 8

The Committee took up consideration of Report PNCA/011/24/FR by the Executive Officer – Assets & Facilities, copies of which had previously been circulated, providing Members with an update on the 2023/24 Housing Capital Programme as at accounting Period 8 (to 26th November 2023). Full details were contained within the Report and attached Appendix.

With regard to Page 46, New Build Programme, site south of Huntershill, and in response to a request from Councillor Moir for an update, the Development & Investment Manager advised that the preliminary site investigation works had been concluded and the Team was considering the development proposals on the site. He further advised that an update would be provided on this site and other sites in the revised housing capital investment plan.

Following further consideration, the Committee agreed as follows:-

- a) to review the Period 8 analysis and agree that it represented an indication of the potential outturn financial position;
- b) to instruct Officers to continue to report on the projected financial outturn in line with the established cycle of reports; and
- c) to note the content of the Report.

6. CASHLESS PAYMENTS – AMENDMENTS TO OFF-STREET PARKING ORDER

Consideration was given to Report PNCA/002/24/FS by the Chief Solicitor & Monitoring Officer, copies of which had previously been circulated, seeking authorisation of the Place, Neighbourhood & Corporate Assets Committee to make The East Dunbartonshire Council (Bearsden, Bishopbriggs, Kirkintilloch and Milngavie) (Off-Street Parking Amendment) Order 2024. Full details were contained within the Report.

Following consideration, the Committee agreed as follows:-

- a) to authorise the Chief Solicitor & Monitoring Officer to make The East Dunbartonshire Council (Bearsden, Bishopbriggs, Kirkintilloch and Milngavie) (Off-Street Parking Amendment) Order 2024; and

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- b) thereafter, to instruct the Executive Officer – Land Planning & Development to implement the provisions of the Order.

7. SCOTTISH GOVERNMENT HEAT IN BUILDINGS BILL CONSULTATION

There was submitted Report PNCA/005/23/NS by the Executive Officer – Land Planning & Development, copies of which had previously been circulated, outlining the content of the Scottish Government Heat in Buildings Bill Consultation paper – “Delivering Net Zero for Scotland’s Buildings: Changing the way we heat our homes and buildings”, provide a recommended response to the consultation, and outlining the implications of the proposals for the emerging Local Heat and Energy Efficiency Strategy (LHEES) and the Council’s estate. Full details were contained within the Report and Appendix 1.

Officers were heard in response to Members’ questions on various aspects of the Report, such as: the number of heat pumps which had been installed in East Dunbartonshire; and the requirement for private landlords to reach a minimum standard of energy efficiency.

With regard to Page 69, Additional text in Question 25, ‘all buildings owned by a Scottish public authority to be using clean heating systems by the end of 2038’, Councillor Moir advised that he agreed with the Council’s response, however, suggested that an additional recommendation be included within the Report to emphasise the need for financial support from the Scottish Government which he advised would be fundamental in how this could be delivered. The wording as follows:

‘to support the transition by 2038 for public sector organisations, in support of the proposal for “all buildings owned by a Scottish public authority to be using clean heating systems by the end of 2038”. However, this must also be accompanied with significant new support from the Scottish Government in terms of financial backing and resourcing in order to implement and adhere to the new duties’.

There followed discussion, during the course of which various Members agreed and supported the additional recommendation. Councillor Ferretti, on behalf of the Committee, agreed to incorporate the additional recommendation within the Report as detailed above.

With regard to Page 59, Question 2, regarding the introduction of a minimum energy efficiency standard to be met by private sector landlords by the end of 2028, and in response to a question from Councillor Murray regarding the timescale and whether it would be possible for landlords to reach the required energy efficiency standards in the time allowed, the Sustainability & Planning Policy Manager advised that the timescale was tighter for private sector landlords than for other sectors. He advised that additional text could be included within Question 2 to highlight that this was a demanding target and would only be deliverable if adequate funding became available. The inclusion of additional text was agreed by Committee.

Following further consideration, the Committee agreed as follows:-

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- a) to note the proposed content of the Heat in Buildings Bill and possible implications for the Council;
- b) to approve the Council's proposed consultation response, which was set out in Appendix 1 of the Report; and,
- c) to the proposed further duties to support the transition by 2038 for public sector organisations, in support of the proposal for "all buildings owned by a Scottish public authority to be using clean heating systems by the end of 2038". However, this must also be accompanied with significant new support from the Scottish Government in terms of financial backing and resourcing in order to implement and adhere to the new duties'.

8. WEST OF SCOTLAND LOAN FUND

Consideration was given to Report PNCA/007/24/DG by the Executive Officer – Land Planning & Development, copies of which had previous been circulated, updating the Place, Neighbourhood & Corporate Assets Committee on the Business Loan Scotland (BLS) and the return to the Register of Companies of West of Scotland Loan Fund (WSLF) after its dissolution in March 2021 and requesting various authorisations to complete certain work and transactions before WSLF was dissolved once again. Full details were contained within the Report and attached Appendices.

Following consideration, the Committee delegated authority to the Executive Officer – Land Planning & Development and the Chief Solicitor & Monitoring Officer to work with Business Loan Scotland to agree and carry out, as required, the necessary procedures and approvals to:

- a) discharge the various financial instruments currently in favour of WSLF;
- b) agree to the transfers of any outstanding assets and/or liabilities from WSLF to BLS as appropriate; iii) put WSLF in a position to facilitate the above noted actions; and iv) take such action as appropriate to then approve the wind up of WSLF.

9. ELECTRIC VEHICLE CHARGING INFRASTRUCTURE

The Committee took up consideration of Report PNCA/008/24/DG by the Executive Officer – Land Planning & Development, copies of which had previously been circulated, providing updates on work undertaken by the Glasgow City Region (GCR) relating to Electric Vehicle (EV) infrastructure and local EV infrastructure delivery. Full details were contained within the Report.

With regard to EV chargers located at railway stations, and in response to a question from Councillor Cumming regarding the public only being able to use the facility for one hour before receiving a fine, the Executive Officer – Land Planning & Development was heard in relation to the ongoing work being undertaken to

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ascertain the most suitable charger types which would be required and the best locations for the chargers.

With regard to the number of fines throughout the area where a member of the public had overstayed the hour time slot, the Executive Officer – Land Planning & Development undertook to provide the information to Councillor Cumming out with the meeting.

With regard to the EV chargers located at the Allander which Councillor Cumming advised were not working, the Executive Officer – Land Planning & Development undertook to investigate the matter and update Councillor Cumming out with the meeting.

With regard to Page 83, Paragraph 5.5, and in response to a question from Councillor Marshall regarding what steps had been taken to mitigate the impact of the ending of the ChargePlace Scotland contract, the Executive Officer – Land Planning & Development advised of the consultation which had been held at City Region Level. She advised that Officers were in communication with Transport Scotland highlighting the Council's work in this regard. She added that Council Officers were in dialogue with City Region on the transition.

Following further consideration, the Committee agreed as follows:-

- a) to note the update in the Report relating to the existing EV charging infrastructure network in East Dunbartonshire and work progressing with the Glasgow City Region (GCR) to identify a suitable EV charging infrastructure expansion model;
- b) that a Concession Model was the preferred model that would be developed further collaboratively with the GCR to deliver increased EV infrastructure provision in East Dunbartonshire;
- c) that the GCR Project Management Office (PMO) would act as the Lead Authority to take forward the planning and preparation stage of the Concession Model with input from the eight-member local authorities within the GCR;
- d) that up to £70,000 of uncommitted Transport Scotland Electric Vehicle Infrastructure Fund (EVIF) allocation should be allocated over financial years 2023/2024 and 2024/2025 to the GCR PMO, acting as the Lead Authority, to use in the planning and preparation of the Concession Model;
- e) to instruct the Executive Officer – Land Planning and Development to continue to engage with the GCR PMO and other GCR local authorities, via the GCR EV Senior Officer Group and to agree on the range of matters relating to the planning and preparation of the Concession Model as outlined in the 'Next Steps' section in Section 3 of the Report;
- f) to instruct Officers to provide a Report to a future meeting of Council or the Place, Neighbourhood & Corporate Assets Committee setting out a developed

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Concession Model arrangement together with a recommended procurement route; and

- g) to instruct Officers to provide updates on local tariff collections and the development of the network via Technical Notes and Elected Member briefing sessions.

**10. SUSTAINABILITY & CLIMATE CHANGE FRAMEWORK ACTION PLAN
PROGRESS REPORT 2023 & CARBON MANAGEMENT PLAN 2023/24
UPDATE**

The Committee took up consideration of Report PNCA/009/24/RS by the Executive Officer – Land Planning & Development, copies of which had previously been circulated, updating Committee with progress on delivery of the Sustainability and Climate Change Framework and Action Plan (SCCF), and providing an update on the 2022/23 Carbon Management Plan (CMP) with greenhouse gas emission estimates and a target for the 2023/24 financial year. Full details were contained within the Report and attached Appendices.

Following consideration, the Committee agreed as follows:-

- a) to note the 2023 SCCF Progress Report and approve the addition of a new action area; the removal of actions that were completed, and note the updates on the retained actions; and
- b) to approve the Council's short-term target for corporate emissions set out in the CMP for the 2023/24 financial year and to extend the CMP by one year to the end of 2023/24 financial year in the 2022/23 Carbon Management Plan update.

11. SHARED EQUITY – FORMER LENZIE PRIMARY SCHOOL

Consideration was given to Report PNCA/010/24/FR by the Executive Officer – Assets & Facilities, copies of which had previously been circulated, seeking an exemption to the Council's Shared Equity Homes for Sales Administration Procedures ("Shared Equity Procedures") to facilitate the inclusion of five affordable housing units at the former Lenzie Primary School development within the Council's Shared Equity Homes for Sale Scheme. Full details were contained within the Report.

Provost Renwick expressed concern that the developer had been unable to meet the affordable aspect of the development work and she highlighted some issues within the development. Provost Renwick also sought assurance that the Council would ensure due diligence prior to taking on the flats and she advised of her concern with regard to how the Council might protect itself going forward.

The Development & Investment Manager advised that Officers were aware of some of the issues mentioned. He added that the arrangement would be subject to satisfactory due diligence which would include factoring cover and maintenance prior to finalising and executing the agreement.

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The Chief Solicitor & Monitoring Officer provided assurance that the holder of predominant ownership was responsible for all maintenance and repairs, therefore, the Council would not become a factor by default. She added that this would be made explicit in the Agreement.

Provost Renwick added that it was the impression given to owners as the Council was a Factor in other buildings.

Following further consideration, the Committee agreed as follows:-

- a) to approve an exemption to the Council's Shared Equity Procedures to facilitate the Council including the five affordable housing units at the former Lenzie Primary School development within the Council's Shared Equity Homes for Sale Scheme, as more particularly detailed in the body of the Report; and
- b) to instruct Officers to take such action as is necessary to progress matters, including entry into any appropriate legal documentation.

EXCLUSION OF THE PUBLIC

The Committee resolved that under Section 50A (4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Paragraph 13 of Part 1 of Schedule 7(A).

12. TREE PRESERVATION ORDER

There was submitted Report PNCA/006/24/RT by the Executive Officer – Land Planning & Development, copies of which had previously been circulated, providing Committee with details of a proposal to make a new Tree Preservation Order (TPO). Full details were contained within the Report and Appendix 1.

The Executive Officer – Land Planning & Development was heard in response to Members' questions on various aspects of the Report.

Following further consideration, the Committee agreed as follows:-

- a) to note the details relating to the proposed TPO; and
- b) to approve the making of the TPO and to remit Officers to proceed with statutory requirements including a period of public notification.

Minute of Hybrid Meeting of the Education Committee of East Dunbartonshire Council held within Tom Johnston Chamber, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex on **Thursday 16 November 2023.**

Present: Councillors **MARSHALL, MURRAY, MACDONALD, MCDIARMID, AILEEN POLSON, SMITH and WILLIAMSON**

Church
Representatives: **B. Jarvie**
W. McCreadie

Assessors: **G. McGill** Head Teacher Representative
N. Teasdale Parent Representative

In Attendance: **Y. Ashby** Quality Improvement Manager –
Early Years
B. Bell Media Adviser
G. Bremner Interim Chief Education Officer
A. Davie Depute Chief Executive
J. Frame Committee Services Officer
G. Haire School Planning & Improvement Manager
K. Kelly Quality Improvement Manager
Secondary and Provision
L. McKenzie Team Leader – Democratic Services
A. McLaughlin Legal Manager
J. Swan Quality Improvement Manager -
Additional Support Needs and Children's
Service

Councillor Williamson (Convener) presiding

OPENING REMARKS

The Convener welcomed everyone to the meeting. She advised that this was a hybrid meeting where Members and Officers were participating in the Chambers and remotely. She outlined a number of procedural matters to assist Members with their participation in the meeting. She also advised that the meeting would be streamed live on YouTube.

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1a APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillors Gallagher, Gibbons, Mathieson and Paterson and A. Bamford, Teacher Representative.

The Legal Manager advised that Councillors Williamson, Murray, MacDonald, and Smith were present in the Chamber and Councillors Marshall, McDiarmid and Aileen Polson were present online.

She further advised that B. Jarvie, Church Representative, and N. Teasdale, Parent Representative were present in the Chamber and G. McGill, Head Teacher Representative, was present online.

1b DECLARATIONS OF INTEREST

No declarations of interest were intimated.

1c DETERMINATION OF EXEMPT BUSINESS

The Convener advised that Agenda Item 12, Appendix 2, contained exempt business and would be considered following the exclusion of the press and public.

1d CONVENER'S REMARKS

The Convener advised Committee that Sophie Gartshore had resigned as Youth Representative on the Committee. A replacement would be sought following the Scottish Youth Parliament Elections being held later this month.

She further advised that the Reverend Leslie Ireland, Episcopalian Church Representative had also resigned from the Committee following his retiral and we are awaiting notification of a replacement representative from the Episcopalian Church. On behalf of the Committee, she wished him a long and happy retirement.

1e ANY OTHER BUSINESS WHICH THE CONVENER DECIDES IS URGENT

The Convener advised that there were no urgent items of business.

2. MINUTE OF MEETING OF EDUCATION COMMITTEE OF 31 AUGUST 2023

There was submitted and approved Minute of Meeting of Education Committee of 31 August 2023, copies of which had previously been circulated.

3. MINUTE OF MEETING OF THE PARENT COUNCIL FORUM OF 16 MAY 2023

There was submitted and noted, subject to the undernoted Amendment Minute of Meeting of the Parent Council Forum of 16 May 2023, copies of which had previously been circulated.

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With regard to Page 11, Sederunt, Nina Teasdale advised that she represented Lenzie Academy and not Lenzie Meadow as indicated.

4. OUTSTANDING BUSINESS STATEMENT

Consideration was given to Report EDU/011/23/GB by the Depute Chief Executive, copies of which had previously been circulated, providing Committee with an update in relation to progress on decisions taken by the Education Committee. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached at Appendix 1.

Following further consideration, the Committee agreed as follows:-

- a) to consider the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed would be removed from the Outstanding Business Statement.

5. SQA EXAM RESULTS SUMMARY IN EAST DUNBARTONSHIRE SECONDARY SCHOOL SESSION 2022-2023

Consideration was given to Report EDU/016/23/KK by the Depute Chief Executive, copies of which had previously been circulated, providing the Committee with information regarding the SQA Exam Results 2022-2023. Full details were contained within the Report and Appendix 1: Scottish Attainment by the end of S4, S5 and S6 and Appendix 2: Pass rates by school and qualifications level in 2023.

N. Teasdale, Parent Representative, referred to the impact of the pandemic still being pertinent to our young people and enquired whether the learning offerings would continue into the forthcoming year. The Interim Chief Education Officer confirmed that additional offers of support, including digital online supports, would continue to be offered in all secondary schools.

Following further consideration, the Committee noted the Report on the SQA Exam Results 2022-2023.

6. ALTERNATIVE AND AUGMENTATIVE COMMUNICATION (AAC) – SUPPORTING LEARNERS COMMUNICATION NEEDS

Consideration was given to Report EDU/013/23/JS by the Depute Chief Executive, copies of which had previously been circulated, providing an update to the Committee about development work of the Education Alternative and Augmentative Communication Working Group during 2022-23. Full details were contained within the Report and Appendix 1.

Councillor Murray referred to Page 36, Paragraph 3.5 of the Report, and commented how good it was to see that the sixth-year pupils had been involved in the training.

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In response to a question from Councillor Murray in relation to feedback from the pupils, the Quality Improvement Manager - Additional Support Needs and Children's Service provided Committee with details of the feedback carried out following the training. He advised that the pupils had found it a really positive experience in terms of their own ability to support young pupils in schools, and also for their own experiences when they leave school as well.

With regard to Page 52, Paragraph 6.3, barriers to implementation, last bullet point, and in response to a question from B. Jarvie, Church Representative, the Quality Improvement Manager - Additional Support Needs and Children's Service advised that this related to compatibility of ACC technology on the day which was resolved.

In response to a question from N. Teasdale, Parent Representative, in relation to the roll out, the Quality Improvement Manager - Additional Support Needs and Children's Service advised that the plan was to continue the roll out and the funding had already been planned within the additional support needs budget.

Following discussion, during the course of which the Convener echoed Councillor Murray's comments relating to the positive input from the sixth-year pupils, the Committee noted the contents of the Alternative and Augmentative Communication Report (October 2023).

7. EAST DUNBARTONSHIRE COUNSELLING SERVICE FOR CHILDREN AND YOUNG PEOPLE (JANUARY – JUNE 2023)

Consideration was given to Report EDU/014/23/JS by the Depute Chief Executive, copies of which had previously been circulated, providing Committee with an update to the Council's Counselling Service for Children and Young People. Full details were contained within the Report.

With regard to take up of the counselling service, and in response to a question from N. Teasdale, Parent Representative, in relation to gender discrepancies and whether this would be looked into in any further detail, the Quality Improvement Manager, Additional Support Needs and Children's Service acknowledged that the take up of girls accessing the service tended to be more so than boys. He referred to the recent SHINE report by Glasgow University, a survey on mental health carried out across schools in East Dunbartonshire which highlighted the level of support required for both girls and boys.

Following further consideration, the Committee noted the contents of the update of East Dunbartonshire Council Counselling Service for Children and Young People (January 2023 to June 2023).

8. EARLY YEARS UPDATE (2022-2023)

Consideration was given to Report EDU/018/23/GB by the Depute Chief Executive, copies of which had previously been circulated, informing Committee of progress on the Council's continued implementation of 1140 hours in Session 22-23. Full details were contained within the Report and Appendix 1.

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Councillor MacDonald referred to Page 68, Paragraph 4.4 of the Report and enquired whether the ratio to spending with external providers was greater for East Dunbartonshire in comparison to other local authorities. The Interim Chief Education Officer advised that it was not greater as such, and this was dependent on the funding per pupil head for early years for each local authority. He further advised that there was currently 38% in the private and voluntary sector and the other providers in the local authority. A report on the sustainable rate would be considered by Council in December and would include an analysis across both the private and voluntary sector and local authorities.

In response to a question from Councillor McDiarmid in relation to funding depleting year on year, and whether this would impact delivery of the 1140 hours, the Interim Chief Education Officer advised that there was no risk at present of reducing the 1140 hours however all budgets would be looked at to ensure the council was delivering best value.

The Depute Chief Executive further advised that although every budget line across all council services would be reviewed, Officers were aware of where the key priorities sat and the statutory obligations in terms of certain service provisions. She added that it was about identifying where adjustments could be made to support our priority areas and she provided an assurance that the council would continue to deliver 1140 hours.

Following discussion, the Committee noted the content of the Report.

9. PUPIL EQUITY FUNDING (PEF) CASE STUDIES – SECONDARY SCHOOLS

Reference having been made to the Education Committee of 30 March 2023, consideration was given to Report EDU/015/23/KK by the Depute Chief Executive, copies of which had previously been circulated, informing Committee about Pupil Equity Funding (PEF) Case Studies for Secondary Schools. Full details were contained within the Report and Appendices 1 and 2.

N. Teasdale, Parent Representative, thanked Officers for sharing the Case Studies and commended the approaches taken by both schools. She hoped the initiatives continued and could be used as inspiration for other schools.

Councillor McDiarmid also thanked Officers for the Report and all the work that had been undertaken. She commented that it was important to illustrate to elected members how the funding was being used and how incredibly beneficial it was for schools and pupils that it was reaching. She highlighted in particular, the Boclair Academy case study relating to closing the gap and how funding was being utilised to support the wider curriculum for foreign, residential, or other trips to make sure those pupils were not missing out. She also welcomed the initiative by Kirkintilloch High School to abolish fees for ingredients for home economics and bus fares for excursions to ensure pupils were not missing out due to financial circumstances at home.

Following further consideration, during the course of which the Convener echoed the comments made, the Committee noted the Report on Pupil Equity Funding Case Studies.

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10. WEST PARTNERSHIP IMPROVEMENT COLLABORATIVE: IMPROVEMENT PLAN 2023-2024

Consideration was given to Report EDU/010/23/GB by the Depute Chief Executive, copies of which had previously been circulated, outlining the main content and process followed to develop the West Partnership Improvement Plan for 2023-24. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee noted the content of the Improvement Plan.

11. SCOTTISH YOUTH PARLIAMENT ELECTIONS 2023

Consideration was given to Report EDU/012/23/DS by the Depute Chief Executive, copies of which had previously been circulated, updating Committee on arrangements for the 2023 Scottish Youth Parliament Elections. Full details were contained within the Report.

The Convener referred to the Technical Note issued earlier that day informing Elected Members that elections for Members of the Scottish Youth Parliament (MSYP's) had been taking place since Monday 6th November and was due to close on Sunday 19th November. All local authorities were informed on Tuesday evening by Young Scot who manage the online voting platform that there was a problem with their digital supplier. The Scottish Youth Parliament Board had taken the decision to temporarily pause the current election across the country to allow time to work with local authorities, voluntary organisations, candidates and stakeholders to agree on the best solution.

The election result announcement event due to be held on Monday 20th November in Kirkintilloch High School has therefore been postponed.

In response to a question from Councillor McDiarmid, the Interim Chief Education Officer advised that although no date had been provided to reconvene the voting, he had been given assurance that the elections would take place very soon and prior to the end of the year. He added that the difficulties related to voting by mobile devices and the majority of schools had taken part through laptops and PC devices. It was not therefore anticipated that there would be as much work in East Dunbartonshire to go through that process again.

Following further consideration, the Committee noted the contents of the Report.

12. PLACING REQUESTS – SCHOOL SESSION 2023/24

Consideration was given to Report EDUC/017/23/GH by the Depute Chief Executive, copies of which had previously been circulated, providing the Education Committee with information and analysis on the placing requests statistics received for East Dunbartonshire schools for the school session 2023/2024 (Appendix 1). Full details were contained within the Report and Appendices. The Appendices were not for publication and would be considered in private due to the level of specific information which could be used to identify children.

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In response to a question from Councillor Murray, the School Planning and Improvement Manager confirmed that the situation with placing requests in secondary schools were not showing that they were reaching capacity. He advised that should there be any space within a year group once all catchment children had been allocated a space, then these places are offered out to placing requests.

Following consideration, the Committee noted the information provided regarding placing requests statistics for session 2023-24.

Minute of Hybrid Meeting of the Education Committee of East Dunbartonshire Council held within Tom Johnston Chamber, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex on **Tuesday 23rd January 2024.**

Present: Councillors **GALLAGHER, MATHIESON, MURRAY, MACDONALD, MCDIARMID, PATERSON, SMITH and WILLIAMSON**

Also Present Councillor **LOW**

Church Representatives: **B. Jarvie**

Assessors: **A. Bamford** Teacher Representative

In Attendance: **G. Bremner** Chief Education Officer
A. Conway Quality Improvement Manger – Primary & Quality Assurance
A. Dolan Committee Services Officer
J. Frame Committee Services Officer
K. Kelly Quality Improvement Manager Secondary and Provision
C. Magowan Team Leader – Litigation and Licensing
C. Robertson Media Adviser
J. Swan Quality Improvement Manager - Additional Support Needs and Children's Service

Also in Attendance: **E. Kennedy** Head Teacher, Turnbull High School

Councillor Williamson (Convener) presiding

OPENING REMARKS

The Convener welcomed everyone to the meeting. She advised that due to technical difficulties the meeting would be held in-person with Members and Officers participating only in the Chamber. She also advised that Apologies would be tendered for those Members who had joined online. Questions submitted would be answered by way of a Technical Note. She confirmed that the meeting would not be streamed live on YouTube.

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1a APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillors Gibbons, Marshall, Aileen Polson and Andrew Polson and G. McGill, Head Teacher Representative and N. Teasdale, Parent Representative.

The Team Leader – Litigation and Licensing advised that Councillors Gallagher, Low, Mathieson, Murray, MacDonald, McDiarmid, Paterson, Smith and Williamson were present in the Chamber.

She further advised that B. Jarvie, Church Representative, and A. Bamford, Teacher Representative were present in the Chamber.

1b DECLARATIONS OF INTEREST

No declarations of interest were intimated.

1c DETERMINATION OF EXEMPT BUSINESS

The Convener advised that there were no items of exempt business.

1d CONVENER'S REMARKS

The Convener advised of a variation in the order of business, as follows:-

Agenda Item 11, Inspection Report for Turnbull High School would be taken after Agenda Item 3, which was agreed by the Committee.

She also welcomed Eileen Kennedy, Head Teacher, Turnbull High School to the meeting who was in attendance in relation to Agenda Item 11 (Agenda Item 4 below, refers). She congratulated the Head Teacher, staff and pupils for all their hard work in achieving an excellent inspection report.

1e ANY OTHER BUSINESS WHICH THE CONVENER DECIDES IS URGENT

The Convener advised that there were no urgent items of business.

1f VARIATION IN THE ORDER OF BUSINESS

The Committee agreed to vary the order of business as hereinafter minuted.

2. MINUTE OF MEETING OF EDUCATION COMMITTEE OF 16 NOVEMBER 2023

There was submitted and approved Minute of Meeting of Education Committee of 16 November 2023, copies of which had previously been circulated.

3. EDUCATION OUTSTANDING BUSINESS STATEMENT

Consideration was given to Report EDU/005/24/GB by the Chief Education Officer, copies of which had previously been circulated, providing Committee with an update in relation to progress on decisions taken by the Education

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Committee. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached at Appendix 1.

Following further consideration, the Committee agreed as follows:-

- a) to consider the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed would be removed from the Outstanding Business Statement.

4. INSPECTION REPORT FOR TURNBULL HIGH SCHOOL

Consideration was given to Report EDUC/002/24/KK by the Chief Education Officer, copies of which had previously been circulated, providing the Education Committee with the inspection Report for Turnbull High School. Members noted that the inspection took place in October 2023 and the report was published on 5 December 2023. Full details were contained within the Report and Appendix 1.

The Chief Education Officer congratulated the Head Teacher on achieving an exceptional inspection report. He was heard in relation to the feedback on the short model inspection. He referred to the summary findings and highlighted that a number of elements were scored as excellent. He commented that the school had done an excellent job and thanked pupils and parents together with the senior leaders within the school and the Head Teacher.

E. Kennedy, Head Teacher provided Committee with a summary of the inspection report for Turnbull High School. The summary covered the following headlines: - Context; Short Module; the four quality indicators inspected, Leadership for Change; Learning, Teaching and Assessment; Ensuring Wellbeing, Equality and Inclusion; Raising Attainment and Achievement. She referred to the elements within each indicator assessed as excellent and highlighted the key strengths, strong ethos within the school, the nurturing approaches and that the school was child centred. She advised that this was achieved in partnership with our parents and the strong leadership team, and it was recognised that they worked as a team and everyone contributed to a clear vision that led to the outcomes and the positive impact for our young people. The inspectors also recognised the robust procedures in place for the monitoring and tracking of our young people and the high quality of our learned experience for learning and teaching and the outcome of that being the exceptional attainment and the wide range of achievements of our young people.

Councillor Low conveyed his congratulations on achieving an outstanding report that reflected the outstanding management team in the school, the young people within the school, the partnership with the wider school community and the parents.

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Councillor McDiarmid also conveyed her thanks and congratulations to the Head Teacher, Senior Leadership Team at the school and to the pupils and their parents, on achieving a fantastic report.

Councillor Murray echoed the comments made and congratulated everyone at the school, recognising the excellent achievement of the pupils.

In response to a question from Councillor Murray, the Head Teacher was heard in relation to the manner in which the positive report impacted on the children, including; development of the whole person; attainment in respect of their exam results and some of the wider achievements; transformation from child to adulthood; well- rounded individual young people when they leave Turnbull High School; embracing the opportunities from the wide range of opportunities; and the benefits to society.

Following consideration, during the course of which the Convener, on behalf of the Committee thanked the Head Teacher for attending the Committee, she once again congratulated the Head Teacher, Leadership Team and the young people on the fantastic report, the Committee noted the inspection for Turnbull High School.

5. HOW GOOD IS OUR SERVICE? APRIL-SEPTEMBER 2023

Consideration was given to Report EDU/010/24/GB by the Chief Education Officer, copies of which had previously been circulated, providing the Committee with the performance and progress report covering the period April-September 2023 for Education. The Report covered the performance indicators set out in the Business and Improvement Plan for 2023-26. Full details were contained within the Report and Appendix 1.

With regard to Page 19, Recommendation 2.2, the Convener advised of a typographical error. She advised that reference to the June meeting should read May meeting.

With regard to Page 24, School Planning and Improvement, second bullet point, landscaping works at Boclair Academy, and in response to a question from Councillor Murray in relation to the fitness track and whether this could also be considered within the feasibility study for the new build Lenzie Academy project, the Chief Education Officer advised that discussions in this regard were at a very early stage and he undertook to feed this back to the project planning group for consideration.

B. Jarvie, Church Representative referred to Page 33 of the Report, implementation of Children's Rights, and she acknowledged and recognised the importance of these rights. She also referred to Page 27, in particular, the change of name for the Pupil Forum, and requested that this be reviewed. She also commented that there was no mention of responsibilities to other people and requested that this be looked at and included when children's rights were being referred to. The Chief Education Officer advised that a lot of work was taking place to address those rights and acknowledged that with rights came responsibilities. He undertook to feed this back to the officers who oversee the

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Pupil Forum. He further advised that all schools had a Behaviour Policy and responsibilities, and visions and values were outlined within the Policy and Charter. He provided assurance that pupils were adhering to that within our schools.

Councillor Gallagher highlighted the positive school achievements detailed within Page 29 of the Report and congratulated the young people in terms of what they had achieved.

With regard to Page 35, Number of Parents Participating in the Triple P Programme Performance Indicator, and in response to a question from Councillor MacDonald in relation to the number of parents on the waiting list, the Chief Education Officer advised that he did not have the figure to hand, however, undertook to provide Councillor MacDonald with the details.

With regard to reporting of violence and bullying incidents within schools and in response to a question from Councillor MacDonald, the Chief Education Officer was heard in relation to the process for reporting these incidents within schools and confirmed that these figures would be reported to the May meeting of the Committee.

Following discussion, the Committee agreed as follows:-

- a) to note the contents of the Report; and
- b) to request that progress on any identified improvement activity be reported in the Year End How Good Is Our Service evaluation reviews, which would be reported to the May meeting of Committee.

6. LITERACY ATTAINMENT IN THE BROAD GENERAL EDUCATION 2022/23

Consideration was given to Report EDU/009/24/GB by the Chief Education Officer, copies of which had previously been circulated, informing the Committee about Achievement of Curriculum for Excellence Levels (ACEL) attainment in the Broad General Education (BGE) in Literacy. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee noted the contents of the Report.

7. NUMERACY AND MATHEMATICS ATTAINMENT IN THE BROAD GENERAL EDUCATION 2022/23

Consideration was given to Report EDU/011/24/AC by the Chief Education Officer, copies of which had previously been circulated, informing Committee about Achievement of Curriculum for Excellence Levels (ACEL) attainment in the Broad General Education in Numeracy and Mathematics in 2022/23. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee noted the contents of the Report.

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8. PROMOTING POSITIVE RELATIONSHIPS, BEHAVIOUR AND LEARNING IN EDUCATION

Consideration was given to Report EDU/007/24/JS by the Chief Education Officer, copies of which had previously been circulated, providing Committee with the draft plan for the new Promoting Positive Relationships, Behaviour and Learning framework in Education. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee approved the contents of the draft framework for Education.

9. INSIGHT SUMMARY OF EAST DUNBARTONSHIRE SECONDARY SCHOOLS SESSION 2022 - 2023

Consideration was given to Report EDU/001/24/KK by the Chief Education Officer, copies of which had previously been circulated, providing information to the Committee regarding pupil attainment in 2022-2023 through the Insight attainment analysis tool. Full details were contained within the Report and Appendix 1.

Councillor Smith welcomed the Report and commented that he found the use of this insight attainment analysis tool to provide data for positive action interesting.

Following further consideration, the Committee noted the Report of attainment in Secondary Schools.

10. NURTURE EVALUATION REPORT 2022-2023

Consideration was given to Report EDU/003/24/GD by the Chief Education Officer, copies of which had previously been circulated, presenting the evaluation of the Council Early Years, Primary and Secondary Nurture Programme 2022-2023. The Report sets out the work carried out and the measures used to evidence improved wellbeing in children who participated in the nurture group interventions and the impact of whole school nurture. Full details were contained within the Report and Appendix 1.

Following consideration, the Committee noted the content of the Nurture Evaluation Report 2022-2023.

11. REPORT FOLLOWING INSPECTION OF CLOBER PRIMARY SCHOOL AND EARLY YEARS CENTRE

Consideration was given to Report EDUC/004/24/YA by the Chief Education Officer, copies of which had previously been circulated, providing the Education Committee with the Education Scotland (HIMe) Report following a full inspection at Clober Primary School and Early Years Centre. Full details were contained within the Report and Appendix 1.

Following consideration, during the course of which the Convener commented that this was an excellent report, the Committee noted the report following

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inspection by Education Scotland of Clober Primary School and Early Years Centre in October 2023 and published on Tuesday, 19th December 2023.

12. COMMUNITY LEARNING AND DEVELOPMENT – HMIE INSPECTION REPORT

Consideration was given to Report EDUC/006/24/ds by the Chief Education Officer, copies of which had previously been circulated, providing the Education Committee with the inspection Report for Community Learning and Development Services. Members noted that the inspection took place in November 2023 and the report was published on 5 December 2023. Full details were contained within the Report and Appendix 1.

Following consideration, during the course of which the Convener welcomed the positive Report, the Committee noted the positive Inspection Report for Community Learning and Development services.

13. MANAGING UN-NOTIFIED ABSENCES OF CHILDREN IN EAST DUNBARTONSHIRE EDUCATIONAL ESTABLISHMENTS (INCLUDING EARLY YEARS PRIVATE, VOLUNTARY, AND INDEPENDENT FUNDED PROVIDERS)

Consideration was given to Report EDU/012/24/GD by the Chief Education Officer, copies of which had previously been circulated, providing Committee with updated guidance for East Dunbartonshire Council educational establishments and 'partnership' early years centres in relation to promoting attendance and managing non-attendance. Full details were contained within the Report and Appendices.

In response to questions from Councillor Mathieson in relation to attendance at nursery not being mandatory whilst balancing this aspect with the managing attendance procedures, the Quality Improvement Manager - Additional Support Needs and Children's Service advised that this was being introduced from a child protection point of view to ensure children were safe and where there may be concerns for a child this was viewed as a supportive mechanism. The Chief Education Officer added that although attendance was not statutory this provided a process to ensure children were safe and would be acted upon if non-attendance was unusual or there were concerns with the family.

Following further consideration, the Committee noted the contents of the guidance and associated documents.

Minute of Meeting of the Policy and Resources Committee of East Dunbartonshire Council held within Tom Johnston Chambers, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex (Hybrid Meeting) on **Thursday, 23 November 2023.**

Present: Provost **RENWICK**

Councillors **LOW, MCDIARMID, MOODY, PATERSON, REID and SMITH**

In Attendance: G. **Cornes** Chief Executive
 G. **Bremner** Chief Education Officer
 A. **Davie** Depute Chief Executive
 K. **Donnelly** Chief Solicitor & Monitoring Officer
 A. **Fegan** Executive Officer – Customer Services & Organisational Development
 F. **Lambert** Committee Services Officer
 L. **McKenzie** Team Leader – Democratic Services
 V. **McNulty** Executive Officer - Customer & Business Support Services
 J. **Robertson** Chief Finance Officer
 C. **Sinclair** Chief Officer, HSCP
 A. **Watson** Communications Advisor

Councillor Low (Convener) presiding

OPENING REMARKS

The Convener welcomed everyone to the meeting. He advised that this was a hybrid meeting where Members and Officers were participating in the Chambers and remotely. He outlined a number of procedural matters to assist Members with their participation in the meeting. He also advised that the meeting would be streamed live on YouTube.

1a APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillors Ferretti and Hendry and it was noted that Councillor Moir had intimated that he may be late in joining the meeting.

The Chief Solicitor & Monitoring Officer advised that Councillors Low, Smith, Moody and Paterson were present in the Chambers and Councillors McDiarmid and Reid were present online.

1b DECLARATIONS OF INTEREST

No declarations of interest were intimated.

**POLICY AND RESOURCES COMMITTEE,
23 NOVEMBER 2023**

1c DETERMINATION OF EXEMPT BUSINESS

The Convener advised that there was no exempt business within the Agenda.

1d CONVENER'S REMARKS

The Convener advised that Vince McNulty, Executive Officer - Customer & Business Support Services, was in attendance online. This was his last meeting prior to him leaving the Council, after 30 years of service. On behalf of the Committee, he wished him well.

The Convener also congratulated Greg Bremner on his appointment as Chief Education Officer and looked forward to continuing to work with him.

1e ANY OTHER BUSINESS WHICH THE CONVENER DECIDES IS URGENT

The Convener advised that there were no items of urgent business.

2. MINUTE OF MEETING OF THE POLICY AND RESOURCES COMMITTEE OF 7 SEPTEMBER 2023.

There was submitted and approved minute of the meeting of the Policy and Resources Committee of 7 September 2023, copies of which had previously been circulated.

With reference to Page 5, Item 5, General Fund Revenue Monitoring, Net Variation, and in response to a question from Councillor Reid, the Chief Finance Officer advised that a Technical Note had been issued to Members advising that a report would be submitted to Council on 14 December. Significant work was ongoing and full update would be provided to Council. The Chief Executive advised that Council, on 28 September, agreed that a report would be submitted to Council on 14 December, The view of Officers and the Convener was that comprehensive analysis was ongoing and it would be prudent to carry forward consideration of revenue monitoring to the Council meeting, within the same cycle as this Committee. Budget monitoring was within the terms of reference of Council and carrying forward consideration would allow Officers to provide the most informed information to Members.

SEDERUNT

During the course of the previous item of business, Provost Renwick entered the meeting.

3. OUTSTANDING BUSINESS STATEMENT

Consideration was given to Report PR/012/23/AD by the Depute Chief Executive, copies of which had previously been circulated, providing Members with an update in relation to progress against decisions taken by the Policy and Resources Committee. Full details were contained within the Report and attached Appendix.

**POLICY AND RESOURCES COMMITTEE,
23 NOVEMBER 2023**

With reference to Page 18, Item 4, Bearsden and Milngavie Primary Schools, Planning Applications, and in response to a question from Councillor Reid, the Chief Executive advised that the applications were on programme to be submitted to the Planning Board on 12 December 2023.

Following further consideration, the Committee agreed as follows:

- a) to note the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed would be removed from the Outstanding Business Statement.

4. EDUCATION, PEOPLE AND BUSINESS – HOW GOOD IS OUR SERVICE (APRIL-SEPTEMBER 2023)

There was submitted Report PR/014/23/JM by the Depute Chief Executive, copies of which had previously been circulated, providing Committee with the performance and progress reports covering the period April-September 2023 for the following Strategic Groupings: (see Appendices 1, 2 and 3 of the Report): Customer Services and Organisational Development; Finance and Digital Services; and Legal and Regulatory Services. Full details were contained within the Report and attached Appendices.

With reference to Page 37, FDS-BIP-03, Rent Arrears - Active Accounts, and in response to a question from Councillor Moody regarding rent arrears over a specified amount, the Chief Finance Officer advised that the figure was £2,250. He undertook to provide this specific detail in future performance reports.

Following further consideration, the Committee agreed as follows:-

- a) to scrutinise the submitted Strategic Group performance reporting template set out in Appendices 1, 2 and 3 of the Report; and
- b) to request that progress on any identified improvement activity be reported in the Year End How Good Is Our Service evaluation reviews, which would be reported to the June meeting of Committee.

5. HEALTH AND SOCIAL CARE PARTNERSHIP - SOCIAL WORK SERVICES – HOW GOOD IS OUR SERVICE (APRIL- SEPTEMBER 2023)

Consideration was given to Report PR/013/23/JG by the Depute Chief Executive, copies of which had previously been circulated, providing the Committee with the performance and progress report covering the period April-September 2023 for integrated operational Social Work Services, as an element of the Health and Social Care Partnership's overall performance reporting arrangements (see Appendix 1 of the Report). Full details were contained within the Report and attached Appendix.

**POLICY AND RESOURCES COMMITTEE,
23 NOVEMBER 2023**

Following consideration, the Committee agreed as follows:-

- a) to scrutinise the submitted Strategic Group performance reporting template set out in Appendix 1 of the Report; and
- b) to request that progress on any identified improvement activity be reported in the Year End How Good Is Our Service evaluation reviews, which would be reported to the June meeting of Committee.

Minute of Meeting of the Audit and Risk Management Committee of East Dunbartonshire Council held within Tom Johnston Chambers, 12 Strathkelvin Place, Kirkintilloch and via Cisco Webex (Hybrid Meeting) on **Thursday, 30 November 2023**.

Present: Councillors **GALLAGHER, LOW, MACDONALD, MCNALLY, MURRAY, REID, ROSE, SMITH and WILLIAMSON**

In Attendance: G. **Cornes** Chief Executive
B. **Bell** Communications Advisor
K. **Donnelly** Chief Solicitor & Monitoring Officer
G. **McConnachie** Audit & Risk Manager
T. **McMenamin** Executive Officer – Roads & Neighbourhood Services
L. **McKenzie** Team Leader – Democratic Services
J. **Robertson** Chief Finance Officer
C. **Sinclair** Chief Officer, HSCP

Councillor Murray (Vice-Convener) presiding

1a. APOLOGIES FOR ABSENCE

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

The Chief Solicitor & Monitoring Officer advised that Councillors Low, MacDonald and Murray present in the Chambers and Councillors Gallagher, McNally, Rose and Williamson were present online

1b. DECLARATIONS OF INTEREST

No declarations of interest were intimated. - none

1c. DETERMINATION OF EXEMPT BUSINESS

Members noted that there was no exempt business.

1d. VICE-CONVENER'S REMARKS

The Vice-Convener advised that he had no remarks. – none

1e. ANY OTHER BUSINESS WHICH THE VICE-CONVENER DECIDES IS URGENT

The Vice-Convener advised that he had no urgent items of business.

2. MINUTE OF MEETINGS OF THE AUDIT AND RISK MANAGEMENT COMMITTEE HELD ON THE 31 AUGUST AND 14 SEPTEMBER 2023

There was submitted and approved Minutes of Meetings of the Audit and Risk Management Committee of 31 August and 14 September 2023, copies of which had previously been circulated.

**AUDIT AND RISK MANAGEMENT COMMITTEE
30 NOVEMBER 2023**

SEDERUNT

During the course of the previous item of business, Councillor Smith joined the meeting online.

3. OUTSTANDING BUSINESS STATEMENT

There was submitted Report ARMC/005/23/GM by the Depute Chief Executive, copies of which had previously been circulated, providing Members with an update in relation to progress against decisions taken by the Audit & Risk Management Committee. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

Following consideration, the Committee agreed as follows:-

- a) to consider the updates contained within the Outstanding Business Statement attached as Appendix 1; and
- b) to note that actions marked as completed will be removed from the Outstanding Business Statement.

4. INTERNAL AUDIT PERFORMANCE & OUTPUTS: AUGUST TO OCTOBER 2023

There was submitted Report ARMC/007/23/GM by the Chief Finance Officer, copies of which had previously been circulated, advising the Audit & Risk Management Committee of the work completed by the Internal Audit Team in the period August to October 2023. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

Following consideration, the Committee agreed as follows:-

- a) to consider the contents of this Report; and
- b) to note that further performance monitoring reports will be presented to future meetings of the Audit & Risk Management Committee.

5. INTERIM CORPORATE FRAUD PERFORMANCE 2023/24

There was submitted Report ARMC/008/23/GM by the Chief Finance Officer, copies of which had previously been circulated, advising the Audit & Risk Management Committee of the fraud performance outcomes for the six months to 30 September 2023. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

Following consideration, the Committee agreed as follows:-

- a) to consider the Fraud Performance for the six months to 30 September 2023; and
- b) to note that further performance monitoring reports will be presented to future

**AUDIT AND RISK MANAGEMENT COMMITTEE
30 NOVEMBER 2023**

meetings of the Audit & Risk Management Committee.

**6. INFORMATION MANAGEMENT PERFORMANCE REPORT QUARTER 2.
2023/24**

There was submitted Report ARMC/011/23/MJC by the Depute Chief Executive, copies of which had previously been circulated, providing information to facilitate Members scrutiny and oversight of the Council's performance in relation to information management for Quarter 2 2023/24. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

Following consideration, the Committee scrutinised the statistical information set out in the Report.

**7. 'EXTERNAL QUALITY ASSESSMENT 2' - A REPORT ON INTERNAL AUDIT
BY GLASGOW CITY COUNCIL**

There was submitted Report ARMC/006/23/GM by the Chief Finance Officer, copies of which had previously been circulated, providing Elected Members with a copy and summary of the above-named report, which assessed the Council's compliance with Public Sector Internal Audit Standards. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

Councillor Murray congratulated the Audit & Risk Manager and Team on the assessment that the Internal Audit Service was fully compliant.

Following consideration, the Committee agreed as follows:-

- a) to note the positive validation provided by Glasgow City Council on the Internal Audit Service with all areas under review concluded as fully compliant.
- b) to approve the Council's participation in the third round of External Quality Assessments, facilitated by the Scottish Local Authorities Chief Internal Auditors' Group; and
- c) to note that the Institute of Internal Audit is consulting on new Standards and that the next External Quality Assessment will be against revised Standards.

8. SCRUTINY PANEL

There was submitted Report ARMC/009/23/AD by the Depute Chief Executive, copies of which had previously been circulated. requesting that the Audit & Risk Management Committee confirms which specific matters should be referred to the next Scrutiny Panels for further consideration. Full details were contained within the Report and a copy of the Outstanding Business Statement was attached as Appendix 1

AUDIT AND RISK MANAGEMENT COMMITTEE
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Councillor Murray proposed that the Transformation & Community Wellbeing Scrutiny Panel consider Visitor Economy as a topic and that the Transformation, Economy & Employment Scrutiny Panel undertake scrutiny of the SIMD Figures

Following consideration, the Committee agreed as follows:-

- a) to approve the specific matters to be referred to the next scheduled Scrutiny Panels for detailed scrutiny to inform improvement, as follows; and

Transformation & Community Wellbeing Scrutiny Panel – Visitor Economy ;
and

Transformation, Economy & Employment Scrutiny Panel – SIMD Figures

- b) to request that the Depute Chief Executive make appropriate arrangements to ensure that the agreed matters are appropriately reflected in the relevant Scrutiny Panel Agenda.



Minute of virtual meeting of the Health & Social Care Partnership Board held on **Thursday, 16 November 2023.**

Voting Members Present: EDC Councillors **McDIARMID & SMITH**

NHSGGC Non-Executive Directors **FORBES, MILES & RITCHIE**

Non-Voting Members present:

C. Sinclair	Chief Officer and Chief Social Work Officer
J. Campbell	Chief Finance and Resource Officer
L. Connell	Chief Nurse
J. Marshall	Clinical Director
F. McManus	Carers Representative
C. Bell	Trades Union Representative

Cllr Calum Smith (Chair) presiding

Also Present: D. Aitken	Head of Adult Services
C. Carthy	Head of Children's Services & Criminal Justice
L. Dorrian	General Manager – Oral Health
K. Gilliespie	
K. Lamb	General Manager Specialist Children's Services
G. McConnachie	Internal Audit
V. McLean	Corporate Business Manager
D. Pearce	Head of Community Health and Care Services
L. Walsh	Senior Organisational Development Advisor
A. Willacy	Planning Performance & Quality Manager

APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillors Moir and Murray, Ann Innes, Michael O'Donnell and Allan Robertson.

SEMINAR – Winter Planning

The Head of Community Health & Care and the Chief Nurse gave a presentation on Winter Planning preparations for 2023.

Following questions from members the Chair thanked officers for an informative presentation.

1. DECLARATION OF INTEREST

The Chair sought intimations of declarations of interest in the agenda business. There being none, the Board proceeded with the business as published.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
16 NOVEMBER 2023**

2. MINUTE OF MEETING – 14 SEPTEMBER 2023

There was submitted and approved, minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 14 September 2023.

3. CHIEF OFFICER'S REPORT

The Chief Officer addressed the Board and summarised the national and local developments since the last meeting of the Partnership Board. Details included:-

- Covid update - Community transmission doesn't seem to be a current issue, and the impact on staff and services has been minimal. Hospital services have however seen an upturn of occurrences within in-patient services adding to the challenges on the system at present.
- Covid and flu vaccinations - The programme commenced on 5 September with a goal of completing the Care Home vaccinations by 10 October and the Housebound programme by the 11 December.
 - **Care Homes** - All 792 eligible care home residents in East Dunbartonshire have been offered a flu and covid vaccination with 788 (99.5%) accepting flu and 790 (99.7%) accepting a covid vaccination. Staff in care homes were also offered a flu and covid vaccination by the HSCP vaccinators but uptake has been very low (24% for flu and 16% for covid) despite two visits to each care home. It is similar situation across all HSCPs in the Health Board with care home staff uptake being very low.
 - **Housebound** - Total of 1118 patients on the housebound list with 362 who have been vaccinated. There has been some challenges with staff sickness but we have been able to use the existing bank shifts to have staff vaccinating on two Sundays in November which will ensure we will have offered all eligible patients a flu and covid vaccination by Friday 1st December, well in advance of the Scottish Government target completion date of the 11th December.
- Update on the primary care provision in Twechar - Primary Care Transformation Manager and Health Improvement and Inequalities Manager have now met with the Chair of Twechar Healthy Living and Enterprise Centre and the Chair of the Tenants and Residents Association to discuss draft needs analysis report. Content and recommendations from the report agreed to help formulate an action plan and next steps. The report and the outcomes of the discussion have now been shared with the representatives within the Twechar Community and both our Primary Care Transformation Manager and Health Improvement & Inequalities Manager have supported the Chairs of both groups when sharing the report and discussion points with members of the Twechar community. Confident that these final steps will help ensure we can agree on a final action plan and next steps with the support of the community to enable the full report to be shared at the January IJB meeting.
- Older People's Day Care Strategy - progressing the work already agreed by the Board and have continued to have meetings with people who attend the Milan

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
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centre and the families and carers. People remain dissatisfied with the proposals to re-provision the service and wished to express their desire to see the current service continue unchanged, this reflects views expressed during the consultation process and previously reported to the Board and they wished the Board to be aware of this ongoing objections. Officers continue to meet with individuals to help review their preferences for the future.

- Integration Scheme – the Health Board and the Council are joint signatories to an Integration Scheme that describes the model of the integrated arrangements that apply in East Dunbartonshire, the range of functions and services to be included. The original Integration Scheme for East Dunbartonshire was approved in 2015. The law requires that at least every five years, Integration Schemes must be reviewed to make sure that they are still accurate, up to date and relevant. The review process was delayed due to the Covid-19 pandemic, with approval of the Scottish Government, but is now well advanced. Even though the nature of the proposed changes to the Integration Scheme on this occasion is very limited, the law requires that we consult on any proposed updates to an Integration Scheme. A process for public consultation is almost ready to commence, following statutory guidance. While the IJB is not a signatory to the Scheme and does not have a formal role in the development of the Scheme, IJB members will be included in the consultative process to offer their own views in addition to other partners and stakeholders.

Following consideration, the Board noted the information.

4. THE REFRESH OF THE STRATEGY FOR MENTAL HEALTH SERVICES IN GREATER GLASGOW & CLYDE 2023 - 2028

A Report HSCP/161123/04 by the Head of Adult Services, copies of which had previously been circulated, updated the Board on the Refresh of the Strategy for Mental Health Services in Greater Glasgow & Clyde 2023 – 2028.

Following consideration and having heard officers in response to Members' questions, the Board noted the Report and the progress made against the Mental Health Strategy 2018 – 2023.

5. HSCP IJB WINTER PLAN 2023 - 2024

A Report HSCP/161123/05 by the Head of Community Health and Care Services, copies of which had previously been circulated, presented the HSCP Draft Winter Plan for 2023/24 and associated financial framework.

Following further consideration, the Board noted the Report and approved the actions described in the Draft Winter Plan 2023/24 and the use of funds as described in the financial framework.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
16 NOVEMBER 2023**

6. HSCP PROPERTY AND ACCOMMODATION UPDATE

A Report HSCP/161123/06 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updated the Board on progress with the delivery of accommodation requirements for East Dunbartonshire HSCP.

Following further consideration, the Board noted the content of the Report and the challenges in terms of premises available across East Dunbartonshire to deliver services.

7. REVIEW OF STRATEGIC PLAN 2022 – 2025

There was submitted Report HSCP/161123/07 by the Planning, Performance & Quality Manager, copies of which had previously been circulated, advising of the impending, statutory three year review of the effectiveness of the current Strategic Plan (2022-25).

Following further consideration, the Board noted the Report.

8. RECOMMENDED SCOTTISH ALLOWANCE (FOSTERING & KINSHIP CARE) 2023/24

There was submitted Report HSCP/161123/08 by the Head of Children and Families and Justice Services, copies of which had previously been circulated, advising members of the new allowance rates for Foster Carers and Kinship Carers to be implemented and backdated to 1 April 2023.

Following further consideration, the Board noted the Report and approved the application of the new rate, backdated to 1 April 2023.

9. RECORDS MANAGEMENT PLAN INTERIM UPDATE – PROGRESS UPDATE REVIEW (PUR) OUTCOME

There was submitted Report HSCP/161123/09 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating members on the findings of a Progress Update Review (PUR) on our EDHSCP Records Management Plan (RMP) in accordance with the requirements of the Public Records (Scotland) Act 2011.

Following consideration, the Board noted the Report.

10. INSPECTION FOR ADULT SUPPORT & PROTECTION IN EAST DUNBARTONSHIRE

Consideration was given to Report HSCP/161123/10 by the Chief Officer, copies of which had previously been circulated, advising members of the commencement of a joint inspection of Adult Support and Protection arrangements in the East Dunbartonshire partnership area.

Following consideration, the Board noted the Report.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
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11. CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2022 – 2023

Report HSCP/161123/11 by the Chief Officer, copies of which had previously been circulated, presented the Chief Social Work Officer's (CSWO) Annual Report for the period 2022 – 2023.

Following consideration, the Board noted the Report.

12. QUARTER 2 PERFORMANCE REPORT 2023

There was submitted Report HSCP/161123/12 by the Planning Performance & Quality Manager, copies of which had previously been circulated, advising of progress made against an agreed suite of performance targets and measures, relating to the delivery of the HSCP strategic priorities and national health and wellbeing outcomes, for the period July to September 2023 (Quarter 2).

Following further consideration, the Board noted the Report.

13. DELAYED DISCHARGE EXCEPTION REPORT

There was submitted Report HSCP/161123/13 by the Head of Community Health & Care Services, copies of which had previously been circulated, provided the requested routine update to members of the position of East Dunbartonshire in relation to delayed hospital discharge performance, assurance and scrutiny.

Following further consideration and having heard officers in response to questions, the Board noted the content, performance and assurances outlined in the report

14. ORAL HEALTH UPDATE – GGC PERFORMANCE / ED HSCP

Consideration was given to Report HSCP/161123/14 by the General Manager Oral Health, copies of which had previously been circulated, which provided an overview of the activities carried out by the Oral Health Directorate within NHS GGC.

Following consideration, the Board noted the Report

15. FINANCIAL PERFORMANCE ON BUDGET 2023/24 – MONTH 6

There was submitted Report HSCP/230914/12 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the financial performance of the partnership's budget as at month 6 – 2023/24. Full details were contained within the Report and attached Appendices.

- a) Note the projected outturn position is reporting a deficit on budget of £2.839m as at month 6 of the financial year 2023/24. After adjusting for the planned use of reserves in year, this provides a deficit on budget of ££0.506m.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
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- b) to note that the Chief Officer and her management team were working on actions to mitigate cost pressures in the current year;
- c) to note and approve the budget adjustments outlined within Paragraph 3.2 (Appendix 1);
- d) to note the HSCP financial performance as detailed in (Appendix 2);
- e) to note the progress on the achievement of the approved savings plan for 2023/24 as detailed in (Appendix 3);
- f) to note the anticipated reserves position at this stage in the financial year set out in (Appendix 4); and
- g) to note the summary of directions set out within (Appendix 5).

16. PUBLIC, SERVICE USER & CARER (PSUC) UPDATE

There was submitted Report HSCP/161123/16 by the Health Improvement & Inequalities Manager, copies of which had previously been circulated, describing the processes and actions undertaken in the development of the Public, Service User & Carer Representatives Support Group (PSUC). Full details were contained within the Report and attached Appendices.

Having heard from the Carers Representative, the Board then watched an informative video presentation on Carers Link

Thereafter, the Board noted the progress of the Public, Service User & Carer Representatives Support Group.

17. PERFORMANCE, AUDIT AND RISK COMMITTEE - MINUTES OF MEETING 28 SEPTEMBER 2023

There was submitted Report HSCP/161123/17 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the HSCP Performance, Audit and Risk Committee meeting held on 28 September 2023.

Following consideration, the Board noted the minutes of the HSCP Performance, Audit and Risk Committee meeting held 28 September 2023.

18. HSCP STRATEGIC PLANNING GROUP DRAFT MINUTES OF MEETING – 24 AUGUST 2023

Consideration was given to Report HSCP/161123/18 by Head of Community Health & Care Services, copies of which had previously been circulated, sharing the draft minutes of the HSCP Strategic Planning Group held on the 24 August 2023.

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
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Following consideration, the Board noted the HSCP Strategic Planning Group draft minutes of 24 August 2023.

19. STAFF FORUM MINUTES OF MEETING – 16 AUGUST 2023

Consideration was given to Report HSCP/161123/19 by Head of Human Resources, copies of which had previously been circulated, sharing the minutes of the Staff Partnership Forum meeting held on 16 August 2023.

Following consideration, the Board noted the minutes of the Staff Partnership Forum meeting held on 16 August 2023.

20. HSCP BOARD AGENDA PLANNER JANUARY 2023 - MARCH 2024

Following consideration, the Chief Officer advised that she would be happy to receive suggested agenda topics and thereafter the Board noted the content of the Agenda Planner.

21. DATE OF NEXT MEETING

Date of next meeting – 9.30am to 1pm if a seminar is scheduled, the start time will be 9am for the seminar and Board business commencing at 9.30am.

Thursday 18 January 2024

All held in the Council Chambers, 12 Strathkelvin Place, Kirkintilloch, G66 1XT or via remote access

Minute of virtual meeting of the Health & Social Care Partnership Board held on
Thursday, 18 January 2024.

Voting Members Present: EDC Councillors **MOIR, MURRAY & SMITH**

NHSGGC Non-Executive Directors **FORBES, MILES & RITCHIE**

Non-Voting Members present:

C. Sinclair	Chief Officer and Chief Social Work Officer
J. Campbell	Chief Finance and Resource Officer
L. Connell	Chief Nurse
Dr J. Marshall	Clinical Director
F. McManus	Carers Representative

Councillor Calum Smith (Chair) presiding

Also Present:	D. Aitken	Head of Adult Services
	C. Carthy	Head of Children's Services & Criminal Justice
	L. Dorrian	General Manager – Oral Health
	A. Dolan	Committee Services Officer
	K. Lamb	General Manager Specialist Children's Services
	G. McConnachie	Internal Audit
	V. McLean	Corporate Business Manager
	D. Pearce	Head of Community Health and Care Services
	L. Walsh	Senior Organisational Development Advisor

APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Michael O'Donnell, Tom Quinn and Alison Willacy

1. DECLARATION OF INTEREST

The Chair sought intimations of declarations of interest in the agenda business. There being none, the Board proceeded with the business as published.

2. MINUTE OF MEETING – 16 NOVEMBER 2023

There was submitted and approved minute of the meeting of the Health & Social Care Partnership (HSCP) Board held on 16 November 2023.

3. CHIEF OFFICER'S REPORT

The Chief Officer addressed the Board and summarised the national and local developments since the last meeting of the Partnership Board. Details included:

**HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
18 JANUARY 2024**

- General Covid update noting little to report on community transmission or impact on services but did note the impact on in-patient facilities.
- There had been some outbreaks in East Dunbartonshire Care Homes which were being closely monitored.
- East Dunbartonshire HSCP had seen a 35% uptake for vaccinations for staff, noting that there were also other routes for staff to access vaccinations which might increase the uptake.
- NHSGG&C had received an update on capital funding financial position via a letter from Scottish Government detailing curtailed investment over the next few years. For East Dunbartonshire HSCP it was likely the financial constraints would impact future developments in Milngavie/Bearsden which had seen an increase in development costs, and this might not progress as planned. The HSCP would continue to investigate opportunities in the West Locality area.
- The establishment of Mera Apna Ghar service from 8th January 2024.

Following consideration, the Board noted the information.

4. SUPPORTING ACCESS TO PRIMARY HEALTHCARE IN TWECHAR

Report HSCP/180124/04 by the Head of Community Health and Care Services, copies of which had previously been circulated, updated the Board on the actions taken since the HSCP Board meeting in June 2021 with regards to the proposed closure of the Satellite Clinic at the Twechar Healthy Living Centre. Full details were contained within the Report and attached Appendices.

The Head of Community Health and Care Services provided further detail on the content of the Report. Members of the Board thanked the Head of Community Health and Care Services and Team for the work that was being done.

Following further consideration, the Board agreed as follows:

- a) to consider the Report and accompanying Appendix;
- b) to note that Woodhead Practice would not resume service delivery in the satellite clinic in Twechar; and
- c) to approve direction to NHSGGC Primary Care Support to undertake any relevant associated business linked to the cessation of the service.

5. PRIMARY CARE TRACKER 6.5

Report HSCP/180124/05 by the Head of Community Health and Care Services, copies of which had previously been circulated, provided an update to the Health

HEALTH & SOCIAL CARE PARTNERSHIP (HSCP) BOARD
18 JANUARY 2024

and Social Care Partnership Board on the latest PCIP Financial Tracker, PCIP 6.5. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted the content of the Report and Appendix 1, PCIP 6.5 submission.

6. HSCP DIGITAL STRATEGY 2023 – 2025

There was submitted Report HSCP/180124/06 by the Chief Finance & Resource Officer, copies of which had previously been circulated, which sought approval from the Board on the HSCP Digital Strategy 2023-2025 for East Dunbartonshire HSCP. Full details were contained within the Report and attached Appendices.

The Chief Finance & Resource Officer provided further detail on the content of the Report and responded to questions. There followed discussion on issues including support for those who did not have digital capability at home: looking at ways that elderly people could interact; ways of reaching out to those in need; those who were unable to pay for technology at home; business continuity; informing the Board of any updates to the Strategy; and long-term financial viability.

Following further consideration, the Board agreed as follows:

- a) to note the content of the Report and approve the HSCP Digital Strategy 2023-2025 (Appendix 1); and
- b) to note the draft equalities impact assessment attached as Appendix 2.

7. UNSCHEDULED CARE WINTER 2023 – 2024 UPDATE

There was submitted Report HSCP/180124/07 by the Head of Community Health and Care Services, copies of which had previously been circulated, updating the Board Members on developments in the delivery of the HSCP's Unscheduled Care agenda ahead of Winter 23/24. The Report provided an update to the IJB on how East Dunbartonshire HSCP and other GGC HSCPs were working with health board colleagues to deliver whole-system change against urgent and unscheduled priorities to minimise the impact of unscheduled care during Winter 2023 - 2024. Full details were contained within the Report.

Following consideration, the Board noted the content of the Report.

8. ALCOHOL AND DRUGS PARTNERSHIP STRATEGY 2023 – 2025

There was submitted Report HSCP/180124/08 by the Head of Adult Services, copies of which had previously been circulated, updating the Health & Social Care Partnership Board on the development of the Alcohol and Drug Partnership Strategy 2023 to 2025, and presenting the draft strategy for approval. Full details were contained within the Report and attached Appendices.

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The Head of Adult Services provided a summary of the Report and responded to questions. The Chair thanked the Head of Adult Services for a very informative Report.

The Board noted that the Report had also been considered by the Health and Social Care Forum and Members of the Forum had found the Report and accompanying presentation very detailed and recognised the amount of work that had been done in conjunction with partner organisations. The Board also supported proposals for more work on managing treatment and prevention. The Head of Adult Services highlighted that the focus on prevention was already in place and there were currently strong links with other services.

Following consideration, the Board noted the Report and approved the updated Alcohol and Drug Partnership Strategy for 2023 to 2025 (Appendix 1).

9. FINANCIAL PLANNING 2024 – 2025 UPDATE

There was submitted Report HSCP/180124/09 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the financial planning assumptions and work to date on the HSCP Budget 2024/25. Full details were contained within the Report and attached Appendices.

Following further consideration, the Board agreed as follows:

- a) to note the financial planning assumptions and work to date on the HSCP Budget 2024/25;
- b) to approve the savings (charging) proposal presented in 3.15.3 of the Report to allow progress through the Council governance processes for implementation from the 1st of April 2024 (Appendix 2);
- c) to note the outcome of the HSCP consultation on the Budget 2024/25 (Appendix 3);
- d) to note the risks set out in 3.17 to the HSCP financial position; and
- e) to note the summary of directions set out within (Appendix 4).

10. CORPORATE RISK REGISTER

Consideration was given to Report HSCP/180124/10 by the Chief Finance & Resource Officer, copies of which had previously been circulated, updating on the Corporate Risks and how they are mitigated and managed within the HSCP. Full details were contained within the Report and attached Appendix.

Following consideration, the Board approved the Corporate Risk Register attached as Appendix 1 of the Report.

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11. DIRECTIONS REPORT

Report HSCP/180124/11 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the HSCP Board on the status of HSCP Integration Joint Board Directions which are recorded and issued to East Dunbartonshire Council and NHS Greater Glasgow and Clyde Health Board in line with the requirements of the Public Bodies (Joint Working) (Scotland) Act 2014. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted the content of the Report.

12. FINANCIAL PERFORMANCE ON BUDGET 2023/24 – MONTH 8

There was submitted Report HSCP/180124/12 by the Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the financial performance of the partnership's budget as at month 8 – 2023/24. Full details were contained within the Report and attached Appendices.

The Chief Finance & Resources Officer provided further detail on the content of the Report.

Following consideration, the Board agreed as follows:

- a) to note the projected outturn position is reporting a deficit on budget of £5.482m as at month 8 of the financial year 2023/24. After adjusting for the planned use of reserves in year, this provided a deficit on budget of £2.143 m;
- b) to note that the Chief Officer and her management team continued to work on actions to mitigate cost pressures in the current year;
- c) to note and approve the budget adjustments outlined within Paragraph 3.2 (Appendix 1);
- d) to note the HSCP financial performance as detailed in (Appendix 2);
- e) to note the progress on the achievement of the approved savings plan for 2023/24 as detailed in (Appendix 3);
- f) to note the anticipated reserves position at this stage in the financial year set out in (Appendix 4); and
- g) to note the summary of directions set out within (Appendix 5).

13. HOSPITAL DISCHARGE DELAYS: PERFORMANCE ANALYSIS

There was submitted Report HSCP/180124/13 by the Head of Community Health and Care Services, copies of which had previously been circulated, providing an update to members of the position of East Dunbartonshire in relation to delayed hospital discharge performance, and to provide assurance regarding management

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and scrutiny of delayed discharge performance. Full details were contained within the Report.

The Head of Community Health and Care Services provided further detail on the content of the Report.

Thereafter, the Board noted the Report and the performance and assurance reflected therein.

14. COMMUNITY PAYBACK ORDERS

There was submitted Report HSCP/180124/14 by the Head of Children's Services and Criminal Justice, copies of which had previously been circulated, advising members of the Integration Joint Board of the content of the Community Payback Order Annual Report 2022 - 2023. Full details were contained within the Report and attached Appendix.

The Head of Children's Services and Criminal Justice provided a summary of the content of the Report.

Following consideration, the Board noted the content of the Report and recognised the excellent practice evidenced by the Criminal Justice Team as set out at section 3.5 of the Report.

15. PUBLIC SERVICE USER AND CARER GROUP (PSUC) UPDATE

Consideration was given to Report HSCP/180124/15 by the Health Improvement & Equalities Officer, copies of which had previously been circulated, describing the processes and actions undertaken in the development of the Public, Service User & Carer Representatives Support Group (PSUC). Full details were contained within the Report and attached Appendix.

The group representative provided a summary of the content of the Report.

Following consideration, the Board noted the progress of the Public Service User & Carer Representatives Support Group.

16. PERFORMANCE AUDIT AND RISK COMMITTEE DRAFT MINUTES HELD ON 3 NOVEMBER 2023

Consideration was given to Report HSCP/180124/16 by Chief Finance & Resources Officer, copies of which had previously been circulated, updating the Board on the HSCP Performance, Audit and Risk Committee meeting held on 3 November 2023 (attached as Appendix 1. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted draft minutes of the HSCP Performance, Audit and Risk Committee Meeting held on 3 November 2023.

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17. CLINICAL AND CARE GOVERNANCE GROUP MINUTES HELD ON 15 NOVEMBER 2023

There was submitted Report HSCP/180124/17 by the Lead for Clinical Pharmacy and Prescribing, copies of which had previously been circulated, sharing the draft minutes of the Clinical and Care Governance Group Meeting held on 15 November 2023. Full details were contained within the Report and attached Appendix.

The Lead for Clinical Director provided a summary of the minutes.

Following consideration, the Board noted the content of the Clinical and Care Governance Group Meeting held on 15 November 2023.

18. HSCP STRATEGIC PLANNING GROUP DRAFT MINUTES HELD ON 2 NOVEMBER 2023

Consideration was given to Report HSCP/180124/18 by the Head of Community Health and Care Services, copies of which had previously been circulated, sharing the draft minutes of the HSCP Strategic Planning Group held on the 2 of November 2023. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted the content of the HSCP Strategic Planning Group draft minutes of 2 November 2023.

19. STAFF FORUM MINUTES HELD ON 27 SEPTEMBER 2023

There was submitted Report HSCP/180124/19 by the Head of Human Resources, copies of which had previously been circulated, sharing the minutes of the Staff Partnership Forum meeting held on 27 September 2023. Full details were contained within the Report and attached Appendix.

Following consideration, the Board noted the content of the Staff Partnership Forum Meeting held on 27 September 2023.

20. EAST DUNBARTONSHIRE HSCP BOARD AGENDA PLANNER: JANUARY 2023 – MARCH 2024

Following consideration, the Chief Officer advised that she would be happy to receive suggested agenda topics and thereafter the Board noted the content of the Agenda Planner.

EXCLUSION OF THE PUBLIC

The Board resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Paragraph 5 of Part 1 of Schedule 7(A) of the Act.

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21. UNACCOMPANIED ASYLUM-SEEKING CHILDREN – SERVICE DEVELOPMENT

There was submitted Report HSCP/180124/22 by the Head of Children’s Services and Criminal Justice, copies of which had previously been circulated, updating members on the financial framework required to support Unaccompanied Asylum-Seeking Children (UASC) locally and agreed contractual arrangements as detailed within Paragraph 3.10. Full details were contained within the Report and attached Appendix.

The Head of Children’s Services and Criminal Justice provided further detail and responded to questions. There followed full and detailed discussion in relation to: costs; funding; legislation that applied in Scotland: differences in UK and Scottish Law; legislation recognised by the Home Office; CoSLA involvement in ongoing Scottish and UK discussions; collaborative approach for securing contract; Implementation Plan; East Dunbartonshire’s quota; access to housing and independent living skills services; and individual care plans;

Following further consideration, during the course of which the Chair thanked Officers for the detailed Report, the Board agreed as follows:

- a) to note the content of the Report;
- b) to approve the development of a new strategic approach to the delivery of a service for unaccompanied asylum-seeking children as set out from sections 3.6 to 3.10 of the Report;
- c) to approve the financial framework required to support this service delivery as outlined in section 3.12 of the Report; and
- d) to note work undertaken to put effective service delivery arrangements in place to support delivery of the strategic approach including temporary arrangements as described at section 3.9 of the Report.

22. DATE OF NEXT MEETING

Date of next meeting – 9.30 am to 1.00 pm if a seminar is scheduled, the start time will be 9.00 am for the seminar and Board business commencing at 9.30 am.

Thursday, 21 March 2024

The Board noted that there would be a guest presentation on the Role of Mental Welfare Commission for Scotland, and this would commence at 9.00 am.

All held in the Council Chambers, 12 Strathkelvin Place, Kirkintilloch, G66 1XT or via remote access.