

**SOUTH AYRSHIRE COUNCIL.**

Minutes of a remote meeting  
on 24 June 2021 at 10.00 a.m.

Present Councillors Helen Moonie (Provost), Laura Brennan-Whitefield, Andy Campbell, Douglas Campbell, Iain Campbell, Ian Cavana, Alec Clark, Ian Cochrane, Brian Connolly, Peter Convery, Chris Cullen, Ian Davis, Julie Dettbarn, Martin Dowe, Ian Fitzsimmons, William Grant, Peter Henderson, Hugh Hunter, Mary Kilpatrick, Lee Lyons, Craig Mackay, Derek McCabe, Brian McGinley, Bob Pollock, Philip Saxton, Arthur Spurling and Margaret Toner.

Apology: Councillor Siobhian Brown.

Attending: E. Howat, Chief Executive; D. Hutchison, Depute Chief Executive and Director – People; D. Gillies, Director – Place; K. Carr, Assistant Director – Place; J. Bradley, Assistant Director – People; C. Caves, Head of Legal, HR and Regulatory Services; T. Baulk, Head of Finance and ICT; S. McCall, Service Lead – ICT Enterprise Architecture; Z. Fance, Service Lead – Procurement; M. Alexander, Service Lead – Housing Services; K. Braidwood, Interim Head of Roads, Ayrshire Roads Alliance; J. McClure, Committee Services Lead Officer; D. Mulgrew, Committee Services Assistant; and C. McCallum, Committee Services.

**1. Provost.**

The Provost

- (1) welcomed everyone to the meeting;
- (2) intimated that apologies had been received from Councillor Siobhian Brown;
- (3) confirmed that today's meeting was not open to the press and public, which was permissible under the COVID-19 legislation;
- (4) outlined the procedures for conducting this meeting, including that all votes would be undertaken by means of a roll call and that this meeting would be recorded for minuting purposes only; and
- (5) advised that she had written, on the Council's behalf, to express the Council's warmest congratulations to Professor Fiona McQueen who had received a CBE in the Queen's Birthday Honours List, for services to the NHS in Scotland.

**2. Sederunt and Declarations of Interest**

The Chief Executive called the Sederunt for the meeting and having called the roll, confirmed that there were no declarations of interest by Members of the Council in terms of Council Standing Order No. 17 and the Councillors' Code of Conduct.

### 3. Minutes of previous meetings of Council and Panels.

#### (1) Minutes of previous meeting of Council.

The Minutes of [South Ayrshire Council of 4 March 2021](#), [South Ayrshire Council \(Special\) of 1 April 2021](#), [South Ayrshire Council \(Special\) of 28 April 2021](#) and [South Ayrshire Council \(Special\) of 27 May 2021](#) (issued) were authorised to be signed as a correct record.

#### (2) Minutes of previous meetings of Panels.

The Minutes of the undernoted Panels were submitted for information:-

- (i) Audit and Governance Panel of [24 February](#) and [24 March 2021](#).
- (ii) Leadership Panel of [9 February](#), [16 March](#), [29 March \(Special\)](#), [27 April](#) and [25 May 2021](#).

In accordance with the Scheme of Delegation and Standing Orders for Meetings, Councillor Henderson, seconded by Councillor McGinley, moved the recommendations as contained in the 'C' paragraph of the Leadership Panel minutes of 16 March 2021 entitled "Waste Strategy 2021/31" ([copy of minute excerpt herewith](#)).

The Council

**Decided:** to agree the terms of the 'C' paragraph.

In accordance with the Scheme of Delegation and Standing Orders for Meetings, Councillor Henderson, seconded by Councillor McGinley, moved the recommendations as contained in the 'C' paragraph of the Leadership Panel minutes of 16 March 2021 entitled "Local Procurement Policy Statement" ([copy of minute excerpt herewith](#)).

The Council

**Decided:** to agree the terms of the 'C' paragraph.

In accordance with the Scheme of Delegation and Standing Orders for Meetings, Councillor Henderson, seconded by Councillor McGinley, moved the recommendations as contained in the 'C' paragraph of the Leadership Panel minutes of 25 May 2021 entitled "Electric Vehicle Charging Infrastructure Strategy" ([copy of minute excerpt herewith](#)).

The Council

**Decided:** to agree the terms of the 'C' paragraph.

In accordance with the Scheme of Delegation and Standing Orders for Meetings, Councillor Henderson, seconded by Councillor McGinley, moved the recommendations as contained in the 'C' paragraph of the Leadership Panel minutes of 25 May 2021 entitled "Fleet Strategy" ([copy of minute excerpt herewith](#)).

The Council

**Decided:** to agree the terms of the 'C' paragraph.

- (iii) Local Review Body of [2 February](#) and [23 February](#) 2021.
- (iv) Regulatory Panel – Licensing of [23 February](#), [18 March](#) and [29 April 2021](#).
- (v) Regulatory Panel – Planning of [4 February](#), [3 March](#), [1 April](#), [28 April \(Special\)](#) and [13 May](#) 2021.
- (vi) Service and Performance Panel of [10 February](#), [9 March](#), [20 April](#) 2021.
- (vii) Ayrshire Shared Services Joint Committee of [4 December](#) 2020 and [22 April 2021](#).

#### **4. Arrangements for Webcasting Meetings.**

There was submitted a [report](#) (issued) of 18 June 2021 by the Head of Legal, HR and Regulatory Services updating Members on the arrangements for webcasting online and physical Council meetings; and seeking approval for the webcasting and retention of recordings of Leadership and Council meetings after recess and the required amendments to the Standing Orders Relating to Meetings.

Councillor Henderson, seconded by Councillor McGinley, moved the recommendations in the report with the addition of the following recommendation:-

“to request officers to undertake a full review of Standing Orders Relating to Meetings and prepare a report for consideration at a Special Council Meeting in September 2021.”

A full discussion took place in relation to the explanation for the delay in the contractor being unable to implement the facilities to allow the webcasting of meetings due to Covid-19 and the Scottish Parliament election; the protocols and procedures for managing these meetings; the facility for secret ballots; the functionality of the system; and the Service Lead – ICT Enterprise Architecture advised that the system purchased would allow maximum flexibility including for hybrid meetings; and the Head of Legal, HR and Regulatory Services further advised that the protocols for meetings would be developed over recess and presented to the Special Council meeting in September 2021.

The Council, having thanked all officers involved for the work undertaken in relation to this matter,

#### **Decided:**

- (1) to note the progress made on the availability of webcasting functionality for remote on-line Council meetings and physical, in-person Council meetings as set out in the report;
- (2) to approve, subject to the successful completion of the testing set out in paragraphs 4.1.2 and 4.1.3 of the report and the requirements of social distancing, the live webcasting of remote and/or physical, in-person meetings of Leadership Panel, Regulatory Panel (Planning) and Council after recess;
- (3) to agree that the recordings of the webcasts of Council meetings be made available for public viewing on the Council's website for a period of two years after the date of each meeting;
- (4) to approve the amendments to the revised Standing Orders Relating to Meetings, required to accommodate the webcasting of meetings, with effect from 25 June 2021 (extract contained in Appendix 1);

- (5) to agree that officers submit a further report to Council after recess detailing progress and arrangements for live webcasting and any further developments; and
- (6) to request officers to undertake a full review of Standing Orders Relating to Meetings and prepare a report for consideration at a Special Council Meeting in September 2021.

## **5. Standing Orders Relating to Contracts.**

There was submitted a [report](#) (issued) of 15 June 2021 by the Head of Legal, HR and Regulatory Services seeking approval to amend the Council's Standing Orders Relating to Contracts following their most recent review.

Councillor Cullen, seconded by Councillor McGinley, moved the recommendations in the report with the addition of the following recommendation:-

“agrees that contracts above the £50,000 Goods and Services, and £200,000 Works Quick Quote thresholds be subject to consultation with the relevant portfolio holder(s)”

A question was raised and responded to by the Service Lead – Procurement in relation to those contracts declared to be exempt when she advised that procurement legislation was taken into account and where a tender had only one bid or, if prior to tender, there was only one supplier, it would be referred back to Leadership Panel for approval prior to award.

The Council thanked the Service Lead – Procurement and her team for their work on this matter and, having considered the revisions proposed to the Standing Orders Relating to Contracts (summary of proposals contained in Appendix 1 to the report) and the list of delegations ( Appendix 3 to the report) , the Council

### **Decided:**

- (1) approve the revised Standing Orders Relating to Contracts (Appendix 2 to the report) and the list of delegations (Appendix 3 to the report) with effect from 1 July 2021; and
- (2) to agree that contracts above the £50,000 Goods and Services and £200,000 Works Quick Quote thresholds be subject to consultation with the relevant portfolio holder(s) and that officers make any necessary revisions to the Standing Orders to Contracts and /or list of delegations to reflect this change,..

## **6. South Ayrshire Charitable Trust.**

There was submitted a [report](#) (issued) of 15 June 2021 by the Head of Legal, HR and Regulatory Services providing an annual update on the South Ayrshire Charitable Trust and amend the Trust Business Plan for this financial year.

The Council

### **Decided:**

- (1) to note the summary of grant funding made by the Trust during 2020/21, as detailed in Appendix 1 to the report;

- (2) to approve the business plan for the running of the Trust for the year 2021/22, as detailed in Appendix 2 to the report; and
- (3) to note the summary of donations agreed by the Trustees during the Covid-19 pandemic, referred to in paragraph 4.1 of the report.

## 7. **Provost's Fund.**

There was submitted a [report](#) (issued) of 15 June 2021 by the Chief Executive seeking approval for the transfer of the funds currently held in the Provost's Fund account, to the Small Grants Fund of the South Ayrshire Champions Board.

The Council

### **Decided:**

- (1) to approve the closure of the Provost's Fund account held by South Ayrshire Council; and
- (2) to agree to transfer the funds held to the Small Grants Fund of the South Ayrshire Champions Board.

## 8. **Liaocheng Friendly (City) Agreement.**

There was submitted a [report](#) (issued) of 15 June 2021 by the Chief Executive seeking approval to sign an agreement between Liaocheng City, Shandong Province of the People's Republic of China and South Ayrshire Council for the establishment of a Friendly and Co-operation Relationship.

A full discussion took place in relation to Human Rights; engagement with Liaocheng City; the benefits of signing this agreement; PPE supplied by Shandong Province at the start of the pandemic; and following a question, the Head of Legal, HR and Regulatory Services confirmed that an Equalities Impact Assessment had been carried out and was attached to this report.

### **Point of Order**

A Point of Order was raised by Councillor Dowey regarding the appropriateness of a comment made by Councillor McGinley and the Head of Legal, HR and Regulatory Services confirmed that the comment was not relevant to the report being discussed.

Following a question on whether any other Local Authorities had signed an agreement with this Province, the Head of Legal, HR and Regulatory Services advised that she would endeavour to obtain this information and provide this to the Member in writing.

A further question was raised on the agreement made with this Province in 2018 and the Chief Executive advised that it was a Letter of Intent at that stage and now was presented as a Letter of Agreement for signature.

Councillor Henderson, as Portfolio holder responded to a number of questions regarding the effect on the Council reputation, the issue of alleged human rights violations in China and why there was no public consultation and confirmed that Council had previously signed an agreement confirming the intention to enter into an agreement, the further engagement with the Province would aim to build the local Ayrshire economy and offer a platform to influence opinion and it would allow the opportunity for specific issues to be raised during the term of the Agreement

A vote was taken by calling the roll as follows:-

Helen Moonie	Agreed the Motion
Laura Brennan-Whitefield	Abstained
Andy Campbell	Agreed the Motion
Douglas Campbell	Agreed the Motion
Iain Campbell	Did Not Agree the Motion
Ian Cavana	Agreed the Motion
Alec Clark	Agreed the Motion
Ian Cochrane	Agreed the Motion
Brian Connolly	Agreed the Motion
Peter Convery	Did Not Agree the Motion
Chris Cullen	Agreed the Motion
Ian Davis	Did Not Agree the Motion
Julie Dettbarn	Agreed the Motion
Martin Dowey	Did Not Agree the Motion
Ian Fitzsimmons	Did Not Agree the Motion
William Grant	Abstained
Peter Henderson	Agreed the Motion
Hugh Hunter	Did Not Agree the Motion
Mary Kilpatrick	Did Not Agree the Motion
Lee Lyons	Did Not Agree the Motion
Craig Mackay	Abstained
Derek McCabe	Did Not Agree the Motion
Brian McGinley	Agreed the Motion
Bob Pollock	Did Not Agree the Motion
Philip Saxton	Agreed the Motion
Arthur Spurling	Did Not Agree the Motion
Margaret Toner	Did Not Agree the Motion

Twelve Members Agreed the Motion, twelve Members did not agree the Motion and three Members abstained. The Provost then exercised her casting vote in favour of Agreeing the Motion, therefore, the Council

**Decided:** to approve signature by Provost via a video link of an agreement between Liaocheng City, Shandong Province of the People's Republic of China and South Ayrshire Council for the establishment of a Friendly and Co-operation Relationship (attached as Appendix 1 to the report ).

#### **9. Ayrshire Roads Alliance Service Plan 2021/22 and Performance Report 2020/21.**

There was submitted a [report](#) (issued) of 15 June 2021 by the Director – Place presenting the Ayrshire Roads Alliance Service Plan for 2021/22 and the Performance Report for 2020/21.

Following a question from a Member on a specific project and whether the deadline for this would be met, the Interim Head of Roads gave an update on this matter.

Questions were raised by Members in relation to:-

- (1) whether a shortage of materials was being experienced; and the Interim Head of Roads advised that there was a shortage of materials and an increased cost for these materials due to the Covid-19 pandemic;
- (2) the timescale for introducing 20mph speed limits in villages; and the Interim Head of Roads advised that agreement required to be reached with Community Councils on the design for certain villages, however, this was ongoing;
- (3) whether the Christmas lights would be tested prior to being installed; and the Interim Head of Roads advised that the Christmas Lights Programme was currently being worked on, that all lights were PAT tested prior to being installed; and that work on all Christmas displays was commencing in liaison with the Assistant Director – People;
- (4) whether staff members had moved from Burns House to the Johnnie Walker Bond in Kilmarnock; and the Interim Head of Roads advised that he was the only staff member who had moved to the Johnnie Walker Bond, all other staff members were working from home; and
- (5) whether there was ample electric charging points following the fleet review and the Interim Head of Roads confirmed that there was.

Following a comment from a Member that the “Girvan Lorry Park” was not solely for the use of lorries, the Interim Head of Roads advised that he would ensure this was renamed in the Service Plan.

Members thanked the Interim Head of Roads and his staff for their commitment and work and thanked the Interim Head of Roads for always being available to attend meetings and answer Elected Members’ queries,

The Council, having considered the performance scorecard for 2020/21 (Appendix 2), presented to the Partnerships Panel on 16 June 2021,

**Decided:**

- (a) to approve the Ayrshire Roads Alliance Service Plan for 2021/22 (Appendix 1);
- (b) to note that regular progress updates were provided to the Ayrshire Shared Services Joint Committee; and
- (c) otherwise, to note the terms of the report.

**10. Afghan Relocation Scheme.**

There was submitted a [report](#) (issued) of 15 June 2021 advising that the UK Government was seeking support from Local Authorities to participate in the accelerated relocation scheme to provide housing and other support to locally employed staff who had been supporting the UK in Afghanistan.

Questions were raised by Members in relation to:-

- (1) whether assistance was offered to those locally employed staff and their families who had completed five years limited leave and could apply to settle in South Ayrshire permanently; and the Service Lead – Housing Services advised that the Liaison Officer for Minority Groups would offer assistance; and
- (2) whether more than three properties could be made available; and the Service Lead – Housing Services advised that the initial request from the UK Government was to provide three properties, however, this would be kept under review.

Having heard Members commend the Service Lead – Housing Services and his staff for their work in relation to this initiative, the Council

**Decided:** to agree to participate in the Afghan Relocation Scheme, by making initially up to three properties available within South Ayrshire to support the accelerated relocation of locally employed staff who had been supporting the UK in Afghanistan.

**Due to connectivity issues, Councillor McCabe left the meeting during consideration of the above matter.**

**11. Formal Question.**

The Council noted that no formal questions had been submitted.

**12. Closing Remarks.**

Provost thanked all Members for their attendance and contributions and wished all Members a pleasant recess.

The meeting ended at 12.35 p.m.