



**MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held in the Council Chamber, Kilncraigs, Alloa, on Thursday 14 September 2023 at 9.30 am.**

**PRESENT**

Councillor Phil Fairlie, Convener (Chair)  
Councillor Donald Balsillie  
Councillor Martha Benny  
Councillor Denis Coyne  
Councillor Kenneth Earle  
Councillor Ellen Forson  
Councillor Wendy Hamilton  
Councillor Scott Harrison  
Councillor Craig Holden  
Councillor William Keogh  
Councillor Fiona Law  
Councillor Graham Lindsay  
Councillor Kathleen Martin  
Councillor Jane McTaggart  
Councillor Janine Rennie (on Teams after item 5)  
Councillor Bryan Quinn

**IN ATTENDANCE**

Nikki Bridle, Chief Executive  
Lorraine Sanda, Strategic Director (People)  
Stuart Crickmar, Strategic Director (Partnership & Performance)  
Lee Robertson, Senior Manager, Legal and Governance (Partnership & Performance) (Clerk to the Council)  
Chris Alliston, Senior Manager, HR and Workforce Development (Partnership & Performance)  
Michael Boyle, Improving Outcomes Business Manager (People)  
Evelyn Paterson, Senior Governance Officer (Partnership & Performance)  
Melanie Moore, Committee Services (Partnership & Performance)

**On Teams**

Pete Leonard, Strategic Director (Place)  
Murray Sharp, Senior Manager – Housing (Place)  
Cherie Jarvie, Senior Manager, Partnership & Transformation (Partnership & Performance)  
Clair Fullarton, Communications Officer (Partnership and Performance)

**CC(23)82      APOLOGIES**

Apologies were received from Councillor Mark McLuckie and Councillor Darren Lee.

**CC(23)83      DECLARATIONS OF INTEREST**

Councillor Graham Lindsay declared an interest in Item 4 – Alloa First Ltd Ballot. Councillor Lindsay advised that he would not participate in that item of business and would withdraw from the meeting during that item.

## **CC(23)84 MINUTES OF CLACKMANNANSHIRE COUNCIL – 10 AUGUST 2023**

The minutes of the meeting of the Clackmannanshire Council held on 10 August 2023 were submitted for approval.

### **Decision**

The minutes of the meeting of the Clackmannanshire Council held on 10 August 2023 were agreed as a correct record and signed by the Convener.

**As confirmed above, Councillor Lindsay declared an interest in the following item of business. Councillor Lindsay withdrew from the Chamber for the duration of the item.**

## **CC(23)85 ALLOA FIRST LTD BALLOT**

The report, submitted by the Chief Executive, updated Council on the Alloa First Business Improvement District (BID) activities and priorities, to establish a Council position on its vote for the upcoming ballot and to seek approval for a new governance process for future BID ballots.

Councillor Holden asked for the meeting to be adjourned, to allow elected members to consider a potential amendment to the recommendations set out in the report. The Convener agreed to adjourn the meeting at 10.18 am. The meeting resumed at 10.38 am with 15 members present.

### **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Donald Balsillie.

The Convener agreed a further adjournment at 10.49 am to allow elected members, the Chief Executive and the Clerk to discuss the competency of the proposed amendment to Council. The meeting resumed at 11.19 am with 15 members present.

### **Amendment**

That the Council agrees to submit an application to become a member of the board of Alloa First Limited with full voting rights and that this should be an Elected Member.

A report should be brought back to Council advising the outcome of the application

Moved by Councillor Scott Harrison. Seconded by Councillor Denis Coyne.

The Council unanimously agreed the amendment.

### **Voting on Recommendation 2.3 of the Report**

In terms of Standing Order 14.7, Councillor Ellen Forson asked for a roll call vote on Recommendation 2.3 of the Report. The Council agreed that a vote be taken by calling the roll and at this stage there were 15 members present who were eligible to vote. On the roll being called, the elected members present voted as follows:

#### **To vote “yes” (11)**

Councillor Phil Fairlie  
Councillor Donald Balsillie  
Councillor Martha Benny  
Councillor Fiona Law  
Councillor Wendy Hamilton  
Councillor Jane McTaggart  
Councillor Ellen Forson  
Councillor Craig Holden  
Councillor Bryan Quinn  
Councillor Scott Harrison  
Councillor Denis Coyne

**To vote “no” (4)**

Councillor William Keogh  
Councillor Janine Rennie  
Councillor Kenneth Earle  
Councillor Kathleen Martin

As set out in Recommendation 2.3 of the Report, there were 11 votes for “yes”, with 4 votes for “no” with 0 abstentions.

**Decision**

The Council agreed the report as amended:

1. To note the contextual information which describes the scope and context of a BID (paragraphs 3.1-3.4)
2. To note the purpose, activity and priorities of the Alloa First BID both in its previous 5 years and as proposed for the next 5-year term, including the proposed levy increase set out in paragraphs 3.5-3.12, Table 1 and Appendix 1 of the report.
3. Following the roll call vote, on a division of 11 votes to 4 with 0 abstentions, to vote ‘yes’ to Alloa First BID proposals as set out in the Business Plan 2023-28.
4. To approve new governance arrangements for future BID ballots as set out in paragraph 5.1 of the report.
5. To submit an application to become a member of the board of Alloa First Limited with full voting rights and that this should be an elected member. A report should be brought back to Council advising the outcome of the application.

**Action**

Chief Executive.

**Councillor Lindsay re-joined the meeting at the conclusion of the previous item of business.**

*In line with Standing Order 10.23, the Convener adjourned the meeting at 11.40 am for a ten minute comfort break. When the meeting resumed at 11.52am, 14 members remained present. Councillor Rennie left the Chamber during this point and appeared on Teams during the next item.*

**CC(23)86 BE THE FUTURE UPDATE**

The report, submitted by the Chief Executive, provided the latest update in respect of the Council’s Be the Future Target Operating Model (BtF TOM) and associated Transformation Programme. The report provided updates in respect of the BtF Programme Refresh; Consolidation of 23/24 current BtF TOM priority activities (TOM Phase 1); Implementation of the BtF Resourcing model agreed in the Council’s 2023/234 Budget and Workforce Planning, BtF resourcing and training considerations.

**Motion**

To agree the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Graham Lindsay.

## **Decision**

The Council noted:

1. The background to the Be the Future Programme (BtF) review and refresh as set out in section 3 and Appendix 1;
2. The work to develop the Council's approach to streamlining its Strategic Planning Framework and that a paper will be submitted to Council in October (paragraphs 3.7 to 3.12);
3. The commitment of £845k of the £1.841m delegated Transformation Funds as summarised in paragraph 3.12 and Appendix 3;
4. Progress with implementing the resourcing model to support the delivery of the Council's agreed TOM and Transformation projects (paragraphs 3.17); and
5. Progress with developing the Interim Workforce Strategy, including skills and training approaches (paragraphs 3.18 to 3.22).

The Council agreed :

6. The Council's updated Be the Future Programme (Appendix 1); and
7. The Council's Be the Future Target Operating Model priorities for 2023/24 (Appendix 2).

## **Action**

Chief Executive

Councillor Keogh withdrew from the meeting prior to the next item of business.. 14 members remained present.

## **CC(23)87 INTERIM WORKFORCE STRATEGY 23-25**

The report, submitted by the Strategic Director, Partnership and Performance, presented the Council's Interim Workforce Strategy 2023-25.

## **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Donald Balsillie.

## **Decision**

The Council:

1. Noted the contents of the Interim Workforce Strategy 2023-25; and
2. Approved the Interim Workforce Strategy 2-23-25..

## **Action**

Strategic Director, Partnership and Performance

## **CC(23)88      COMMUNITY AMATEUR SPORTS CLUB – NON DOMESTIC RATES RELIEF**

The report, was submitted by the Chief Finance Officer/S95 Officer, to enable Council to determine a policy position for Community Amateur Sports Club (CASC) Non Domestic Rates (NDR) relief.

### **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Scott Harrison. Seconded by Councillor Graham Lindsay.

### **Decision**

The Council:

1. Approved a policy of 100% NDR relief for eligible Community Amateur Sports Clubs in Clackmannanshire, backdated to no earlier than November 2022;
2. Agreed the use of £5,123 from un-earmarked general reserves to fund the policy in the current year, 2023-24 and any eligible backdate element from November 2022 to 31 March 2023; and;
3. Noted that it will be required to agree a demand pressure of approximately £4,100 at the forthcoming budget; should this not be possible, the policy would not be funded from 1 April 2024 onwards, and as such, would revert to the mandatory NDR relief position.

### **Action**

Chief Finance Officer /S95 Officer

## **CC(23)89      INCREASE IN FOOTWEAR AND CLOTHING GRANT**

The report, submitted by the Education Business Manager, People, sought agreement to increase the level of school clothing grants in line with the increases in inflation.

### **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Graham Lindsay. Seconded by Councillor Wendy Hamilton.

### **Decision**

The Council:

1. Agreed to increase the value of the footwear and clothing grant to the following levels:
  - 1.1 Primary school age children from £120 to £140; and
  - 1.2 Secondary school age children from £150 to £175
2. Noted that in order for the increase to be maintained beyond this year, and further increased in line with inflation, provision would need to be included as part of the 2024/25 budget settlement.

### **Action**

Education Business Manager (People)

## **CC(23)90      POLLING DISTRICTS AND POLLING PLACES REVIEW**

The report, submitted by the Chief Executive, informed the Council of the requirement to undertake a polling place review in accordance with the Representation of the People Act 1983 and to seek approval for the timetable and steps to be taken for the review and public consultation.

### **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Fiona Law. Seconded by Councillor Donald Balsillie.

### **Decision**

The Council:

1. Agreed the proposed timetable set out at Appendix 1;
2. Noted the consultation approach (paragraphs 3.4, 3.5 and Appendix 1)
- 3.. Noted the current polling districts and places (Appendix 2)

### **Action**

Chief Executive

## **CC(23)91      FLEXIBLE WORKING – DAY 1 RIGHT**

The report, submitted by Senior Manager, HR and Workforce Development, sought agreement to amend the current provision that staff require 26 weeks continuous service to be able to make a flexible working request to it being a day one entitlement.

### **Motion**

To agree the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Jane McTaggart.

### **Decision**

The Council:

1. Noted the overall report;
2. Noted that the proposed change has been discussed with Trade Union Colleagues (paragraph 3.6); and
3. Agreed that, in advance of proposed changes to flexible working legislation by the UK Government, that the right to make a flexible working request become a day one entitlement at Clackmannanshire Council from the point that Council approve this proposal.

### **Action**

Senior Manager, HR and Workforce Development

Ends 1314 hours