

POLICY & RESOURCES COMMITTEE – 6 AUGUST 2019

Policy & Resources Committee

Tuesday 6 August 2019 at 3pm

Present: Councillors Ahlfeld, Clocherty, MacLeod, McCabe, McCormick, J McEleny (for C McEleny), McVey, Moran, Rebecchi, Curley (for Robertson) and Wilson.

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Education, Communities & Organisational Development, Corporate Director Environment, Regeneration & Resources, Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership, Head of Legal & Property Services, Ms R McGhee (Legal & Property Services), Ms A Edmiston, Mr C Given and Mr M Thomson (for Chief Financial Officer), ICT Service Manager, Head of Organisational Development, Policy & Communications, Ms B McQuarrie and Ms A Rainey (Human Resources), Corporate Policy, Performance & Partnership Manager and Service Manager – Communications, Tourism and Health & Safety.

The following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

450 Apologies, Substitutions and Declarations of Interest 450

Apologies for absence were intimated on behalf of Councillor C McEleny, with Councillor J McEleny substituting, and Councillor Robertson, with Councillor Curley substituting.

Councillor McCabe declared an interest in agenda item 11 (Results from the Citizen's Panel Winter 2018/19 Survey).

451 Workforce Information and Activity Report (WIAR) 2018/2019 451

There was submitted a report by the Head of Organisational Development, Policy & Communications on key workforce information and activity for the year 1 April 2018 to 31 March 2019, including information on attendance, performance and workforce demographics.

The Committee heard a presentation by the Head of Organisational Development, Policy & Communications who then answered a number of questions from Members.

Decided: that the contents of the Workforce Information and Activity Report for 2018/2019 outlined in Appendix 1 be noted.

452 Revenue Budget Outturn 2018/19 – Unaudited 452

There was submitted a report by the Chief Financial Officer (1) on the unaudited outturn of Service Committee Budgets for the year ending 31 March 2019 and (2) highlighting any significant variances between revised budgets, Period 11 reports and outturn as set out in the 2018/19 unaudited accounts.

Decided:

(1) that the Service Committee underspend as set out in the unaudited accounts for 2018/19 of £3,181,000, the reasons for the material variances from budget and the

POLICY & RESOURCES COMMITTEE – 6 AUGUST 2019

0.69% movement from Period 11 to final outturn be noted;

(2) that it be noted that Officers will identify any opportunities to adjust budgets from 2019/20 and include proposals in future budget reports; and

(3) that it be confirmed that decisions regarding available Free Reserves will form part of the 2020/23 budget development.

453 2018/19 Capital Programme Performance 453

There was submitted a report by the Chief Financial Officer on the performance in the delivery of the 2018/19 Capital Programme.

Decided: that the positive 2018/19 Capital outturn position of 0.52% advancement be noted.

454 Treasury Management – Annual Report 2018/19 454

There was submitted a report by the Chief Financial Officer on the operation of the treasury function and its activities for 2018/19 as required under the terms of Treasury Management Practice 6 (“TMP6”) on “Reporting Requirements and Management Information Arrangements”.

Decided:

(1) that the contents of the annual report on Treasury Management for 2018/19, the ongoing work to seek to ensure the delivery of financial benefits for the Council during the current uncertainty and beyond and that Officers are pursuing a review of loans fund repayment periods as part of the 2020-2023 budget be noted; and

(2) that the annual report be remitted to the Inverclyde Council for approval.

455 2018/19 Efficiency Statement 455

There was submitted a report by the Chief Financial Officer (1) advising the Committee of the level of efficiencies achieved by the Council in 2018/19 and (2) seeking approval of the annual return to be submitted to CoSLA.

Decided:

(1) that the achievement of £1.821 million recurring efficiency savings in 2018/19 be noted; and

(2) that approval be given to the submission of the annual return to CoSLA.

456 Cyber Resilience – Annual Report 2019 456

There was submitted a report by the Corporate Director (Chief Officer), Inverclyde Health & Social Care Partnership providing the annual update on the cyber resilience activities within the Council.

Decided: that the contents of the report and activities in place to prevent cyber security incidents be noted.

457 Inverclyde Council Corporate Plan Annual Report 2018/19 457

There was submitted a report by the Head of Organisational Development, Policy & Communications on the Corporate Plan Annual Report 2018/19, a copy of which was appended to the report.

Decided:

POLICY & RESOURCES COMMITTEE – 6 AUGUST 2019

(1) that the Corporate Plan Annual Report 2018/19 and the amendment to the Corporate Plan organisational priorities as set out in paragraph 2.5 of the report be approved; and

(2) that it be remitted to the Corporate Director Education, Communities and Organisational Development to submit an update report on the regular meetings and discussions with West College Scotland, with particular regard to encouraging students to study at the Greenock campus, to the Education & Communities Committee.

458 Local Outcome Improvement Plan Annual Report 2018/19 458

There was submitted a report by the Corporate Director Education, Communities & Organisation Development on the finalised version of the Inverclyde Local Outcome Improvement Plan Annual Report 2018, a copy of which was appended to the report.

Decided: that the development and progress made in the Inverclyde Local Outcome Improvement Annual Report 2018 be noted.

459 2020/23 Budget Update 459

There was submitted a report by the Chief Financial Officer (1) providing an update in respect of progress regarding the 2020/23 budget and (2) seeking approval of the report's recommendations.

Decided:

(1) that the actions currently being taken by the Corporate Management Team in respect of identifying savings for future consideration by Elected Members be noted;

(2) that approval be given to the deferral of any significant capital expenditure on the assets identified in Appendix 1;

(3) that approval be given to the allocation of £0.5 million from available free reserves to create a spend to save earmarked reserve and that it be agreed that the use of this reserve be delegated to the Corporate Management Team; and

(4) that it be noted that progress on the 2020/23 budget will be reported to each cycle of the Committee.

460 Results from the Citizens' Panel Winter 2018/19 Survey 460

There was submitted a report by the Head of Organisational Development, Policy & Communications informing the Committee of the headline results from the Citizens' Panel Winter 2018/19 Survey.

Councillor McCabe declared a non-financial interest in this item as a respondent to the Survey. He also formed the view that the nature of his interest and of the item of business did not preclude his continued presence in the Chamber or his participation in the decision-making process.

Decided:

(1) that the main findings from the Citizens' Panel Winter 2018/19 Survey be noted; and

(2) that account be taken of the results when reviewing service delivery, as appropriate.

461 Local Governance Review: an Analysis of Responses to Democracy Matters 461

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an overview of the Scottish Government and

POLICY & RESOURCES COMMITTEE – 6 AUGUST 2019

COSLA publication “Democracy Matters – Community-level decision-making; an analysis of responses to Democracy Matters”, published in May 2019, a copy of which was appended to the report.

Decided:

- (1) that the key themes to emerge from the responses to the Democracy Matters consultation be noted; and
- (2) that it be noted that the Council is considering a number of improvement actions to strengthen the role of citizens and communities in local decision-making.

462 2019 Inverclyde Community Council Elections and Review of Administrative Grant Funding 462

There was submitted a report by the Head of Legal & Property Services seeking approval (1) of a timetable for community council elections in the Inverclyde area (the 2019 Inverclyde Community Council Elections), (2) to appoint the Chief Executive as Returning Officer for those elections and (3) for discussions on a review of the administrative grant funding and potential future review of the Scheme for the Establishment of Community Councils in Inverclyde.

Decided:

- (1) that the Chief Executive be appointed to act as Returning Officer for the 2019 Inverclyde Community Council Elections and that authority be delegated to him to administer these on the Council’s behalf;
- (2) that the Provisional Election Timetable as shown in Appendix 1 to the report be noted and approved and that authority be delegated to the Chief Executive (as Returning Officer) to make such changes to this timetable as are considered appropriate for the effective administration of the election; and
- (3) that the terms of Parts 5 and 6 of the report in relation to a possible future review of the current Scheme for the Establishment of Community Councils in Inverclyde and the financing of Community Councils be noted and that approval be given to the proposals for discussions with the community councils and the communities on these matters.

463 VE Day 75 Commemorations 463

There was submitted a report together with addendum report by the Head of Organisational Development, Policy & Communications (1) informing the Committee of the UK Government’s decision to change the date of the May bank holiday to mark the 75th anniversary of VE Day and (2) seeking a view on the option to incorporate this as an additional bank holiday and whether “May Day” should continue to be recognised locally.

Decided:

- (1) that it be agreed that Monday 4 May 2020 remain the May Day public holiday and that, to recognise the VE Day 75 commemorations, Friday 8 May 2020 be an additional annual leave day for Council employees;
- (2) that a report be submitted to the next meeting of the Education & Communities Committee on the Committee’s decision on the arrangements for the VE Day and May Day holidays; and
- (3) that the wider community be encouraged to support the VE Day 75 anniversary and that a focus of commemoration activity be included at the Gourrock Highland Games event on Sunday 10 May 2020.

464 Voluntary Severance and Pensions Discretions Policy**464**

There was submitted a report by the Head of Organisational Development, Policy & Communications (1) on the proposed approach to a targeted Voluntary Severance Trawl to support the development of budget savings for 2020/23 and (2) seeking approval to changes to the Council's Pensions Discretions Policy to further support the delivery of budget savings and give greater flexibility to release employees where value for money set out in the Council policy can be demonstrated.

Decided:

- (1) that it be noted that targeted Voluntary Severance Trawls will be undertaken to support the development of savings for 2020/23 and that agreement be given to the use of an earmarked reserve to provide additional HR resources to support this work;
- (2) that agreement be given to the changes to the current process for achieving savings where an employee or job numbers may be affected as outlined in section 5 of the report;
- (3) that authority be delegated to the Chief Executive in consultation with the Chief Financial Officer and the Head of Organisational Development, Policy & Communications to approve early payment of an employee's pension and lump sum without it being actuarially reduced where value for money can be demonstrated in accordance with the Council's Voluntary Early Release Policy and as part of an approved saving; and
- (4) that it be noted that future reports will be submitted on an annual basis to update Members on the release of employees by the Chief Executive under delegated authority.

It was agreed in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, that the public and press be excluded from the meeting during consideration of the following item on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7(A) of the Act.

465 Site at Jamaica Street, Greenock**465**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to take action in relation to a site at Jamaica Street, Greenock and the Committee agreed to the action proposed, all as detailed in the Appendix.