

POLICY & RESOURCES COMMITTEE – 25 MARCH 2025

Policy & Resources Committee

Tuesday 25 March 2025 at 3pm

Present: Councillors Armstrong, Brennan, Brooks, Curley, Law, McCabe, McCormick, McGuire, McVey and Moran.

Chair: Councillor McGuire presided.

In attendance:

Louise Long	Chief Executive
Alan Puckrin	Chief Financial Officer
Ruth Binks	Corporate Director Education, Communities & Organisational Development
Stuart Jamieson	Director Environment & Regeneration
Lynsey Brown	Head of Legal, Democratic, Digital & Customer Services
Morna Rae	Head of Organisational Development, Policy & Communications
Craig Given	Head of Finance, Planning & Resources (Inverclyde HSCP)
Angela Edmiston	Finance Manager (Corporate Services & Strategic Finance)
Matt Thomson	Finance Manager (Environment & Technical)
Vicky Pollock	Legal Services Manager
Peter MacDonald	Principal Solicitor
Colin MacDonald	Senior Committee Officer
Lindsay Carrick	Senior Committee Officer
Diane Sweeney	Senior Committee Officer
Karen MacVey	Members' & Committee Services Team Leader
Allan McDonald	Digital & Customer Service Manager
Rhoda Braddick	Corporate Policy, Performance and Communications Manager

This meeting was held at the Municipal Buildings, Greenock with Councillors Law and McCormick attending remotely.

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

145 Mr Alan Puckrin 145

Prior to the commencement of business, the Convenor referred to the imminent retirement of Mr Alan Puckrin, the Chief Financial Officer, and thanked him for his long and dedicated service to Inverclyde Council. The Convenor added that Mr Puckrin would be much missed and wished him a long and happy retirement.

146 Apologies, Substitutions and Declarations of Interest 146

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

No declarations of interest were intimated, but certain connections were intimated for the purposes of transparency as follows:

Agenda Item 10 (Port Glasgow 250 (PG250) Commemorations Update) – Councillors Curley and Law.

POLICY & RESOURCES COMMITTEE – 25 MARCH 2025

- | | | |
|------------|--|------------|
| 147 | <p>2024/25 Policy & Resources and General Fund Revenue Budget</p> <p>There was submitted a report by the Chief Financial Officer, Corporate Director Education, Communities & Organisational Development and Chief Executive advising the Committee of (1) the projected position of the 2024/25 Policy & Resources Revenue, (2) the projected underspend in the overall General Fund Revenue Budget, and (3) the impact this will have on the General Fund Reserve.</p> <p>Decided:</p> <p>(1) that the current projected underspend in the Committee's Revenue Budget for 2024/25 of £417,000, a reduction in costs of £637,000 since the last report, be noted;</p> <p>(2) that the projected underspend of £137,000 for the General Fund and the projected reserve balance of £5.845 million as at 31 March 2025, be noted;</p> <p>(3) that the projected 2024/25 surplus of £12,100 for the Common Good Budget as set out in appendix 5 to the report be noted; and</p> <p>(4) that the Savings Workstream programme update as detailed in appendix 9 to the report be noted.</p> | 147 |
| 148 | <p>Policy & Resources Capital Budget and Council 2024/28 Capital Programme</p> <p>There was submitted a report by the Chief Financial Officer providing the latest position of the Policy & Resources Capital Programme and the 2024/28 Capital Programme.</p> <p>Decided: that the current position of the 2024/28 Policy & Resources Capital Budget and the current position of the 2024/28 Capital Programme be noted.</p> | 148 |
| 149 | <p>Corporate Policy and Performance Update: February-March 2025</p> <p>There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on Corporate Policy and Performance matters relating to (1) the review of the Strategic Planning and Performance Management Framework, (2) the Best Value Improvement Plan progress report, (3) the Inverclyde Strategic Needs Assessment, (4) the Local Government Benchmarking Framework, and (5) VE/VJ 80th anniversary commemoration plans 2025.</p> <p>Decided: that the latest updates relating to Corporate Policy and Performance be noted.</p> | 149 |
| 150 | <p>Policy & Resources Committee Delivery and Improvement Plan 2023/26 Performance Report</p> <p>There was submitted a report by the Chief Executive providing an update on the progress made in the delivery of the Policy & Resources Committee Delivery and Improvement Plan 2023/26.</p> <p>Decided:</p> <p>(1) that the progress made in the delivery of the Policy & Resources Committee Delivery and Improvement Plan 2023/26 be noted; and</p> <p>(2) that it be noted that a refreshed Committee Delivery and Improvement Plan, for reporting year 2025/26, will be presented to the next meeting.</p> | 150 |
| 151 | <p>Data Protection Officer Annual Report 2024</p> <p>There was submitted a report by the Head of Legal, Democratic, Digital & Customer Services providing the Data Protection Officer's Annual Report which sets out a note of the Council's data protection performance over the past year, together with the Data</p> | 151 |

POLICY & RESOURCES COMMITTEE – 25 MARCH 2025

Protection Officer's assessment of Inverclyde Council's compliance with data protection legislation.

Decided: that the Data Protection Officer's Annual Report 2024, as set out in appendix 1 to the report, be noted.

152 Capital Strategy 2025-2035 and Treasury Management Strategy Statement & Annual Investment Strategy 2025/26-2027/28 152

There was submitted a report by the Chief Financial Officer requesting the Committee remits to the Inverclyde Council, for approval, the 2025-2035 Capital Strategy and the Treasury Management and Annual Investment Strategy 2025/26 – 2027/28.

Decided:

(1) that (a) the Capital Strategy 2025-35, as detailed in appendix 1 to the report, be noted, (b) the significant financial challenges the Council faces in maintaining the existing asset base be noted, and (c) it be agreed to remit the Capital Strategy to the Inverclyde Council for approval; and

(2) that (a) the contents of the report and the Treasury Management and Investment Strategy, as detailed in appendix 2 to the report, be noted, and (b) it be agreed to remit the report and Treasury Management and Investment Strategy to the Inverclyde Council for approval.

153 Reverting to Standard Policy for Voluntary Severance and Redeployment Arrangements and Update on Voluntary Severance Scheme Releases 153

There was submitted a report by the Head of Organisational Development, Policy and Communications (1) confirming that there will be a reversion to the standard policy for Voluntary Severance and Redeployment arrangements following a period of temporary enhancement, and (2) providing an update on the position of releases that have been agreed under the Council's Voluntary Severance Scheme since the previous report to Committee.

Decided:

(1) that it be noted that the temporary enhancements to the Voluntary Severance and Redeployment arrangements applicable to savings within the 2024-26 Budget will cease and that the standard policy will be implemented in relation to any savings realised or employee released after 31 March 2026; and

(2) that the agreement to release 15 employees under the Council's Voluntary Severance scheme, as per the private appendix to the report, be noted.

154 Equality Mainstreaming Report 2025, Progress on Equality Outcomes 2021/25, the Equal Pay Statement 2025 and the Proposed Equality Outcomes 2025/29 154

There was submitted a report by the Head of Organisational Development, Policy and Communications presenting for approval the Equality Mainstreaming Report 2025, progress on delivery of the Equality Outcomes 2024/25, the Equal Pay Statement 2025, and the proposed Equality Outcomes for the period 2025/29.

Decided:

(1) that the contents of the report be noted; and

(2) that the proposed Equality Outcomes 2025/29 be approved.

155 Port Glasgow 250 (PG250) Commemorations Update 155

POLICY & RESOURCES COMMITTEE – 25 MARCH 2025

There was submitted a report by the Corporate Director Education, Communities and Organisational Development providing an update on the year-long, planned activity for commemorating the 250th year of Port Glasgow.

Councillor Curley declared a connection as an organiser of the Port Glasgow 10k marathon race and Councillor Law as an employee of Historic Environment Scotland, the managing authority of Newark Castle. They also formed the view that the nature of their connection and of the item of business did not preclude their continued presence in the meeting or their participating in the decision making process and they were declaring for transparency.

Decided: that the updated be noted.

156 Review of Petitions Criteria

156

There was submitted a report by the Head of Legal, Democratic, Digital & Customer Services (1) providing an update on the review of the Petitions Criteria following their inclusion in the Policy/Strategy Register approved at the 26 March 2024 meeting of the Committee, and (2) seeking approval for the officer recommendation that no changes be made to the current Petitions Criteria.

Mr Peter MacDonald advised the Committee of a typographical error in the report, and accordingly, the reference to “did attract” in paragraph 3.7, should read “did not attract”.

Decided:

- (1) that the outcome of the officer review of the Petitions Criteria as set out in appendix 2 to the report, be noted; and
- (2) that it be agreed that no changes be made to the Petitions Criteria at this time.

157 Records Retention and Disposal Policy Update

157

There was submitted a report by the Head of Legal, Democratic, Digital & Customer Services seeking approval of an updated version of the Council’s Records Retention and Disposal Policy.

Decided: that the updated Records Retention and Disposal Policy, as appended to the report as appendix 2, be approved.

158 Unacceptable Actions Policy Update

158

There was submitted a report by the Head of Legal, Democratic, Digital & Customer Services seeking approval of an updated version of the Council’s Unacceptable Actions Policy.

Decided: that the updated Unacceptable Actions Policy, as appended to the report as appendix 2, be approved.

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 paragraph 1 of Part 1 of Schedule 7(A) of the Act.

159 Appendix relative to Agenda Item 8 providing additional information on the Voluntary Severance Scheme

159

POLICY & RESOURCES COMMITTEE – 25 MARCH 2025

There was submitted a private appendix providing additional information on the Voluntary Severance Scheme by the Head of Organisational Development, Policy & Communications.

Decided: that the appendix be noted.