

POLICY & RESOURCES COMMITTEE - 18 NOVEMBER 2008

Policy & Resources Committee

Tuesday 18 November 2008 at 3.00 pm

Present: Councillors Blair, Brooks, Clocherty, Fyfe, McCabe, McIlwee, McKenzie, MacLeod, Moran and Wilson.

Chair: Councillor McCabe presided.

In attendance: Corporate Director Education & Social Care, Corporate Director Improvement & Performance, Corporate Director Regeneration & Resources, Chief Financial Officer, Mr H McNeilly (for Head of Legal & Administration), Head of Community Care & Strategic Services, Head of Corporate Communications & Public Affairs, Head of Environmental Services, Head of ICT & Business Transformation, Head of Organisational Development & Human Resources, Head of Performance Management & Procurement, Head of Safer Communities and Legal Services Manager (Procurement, District Court & Administration).

Apologies: Councillor Ferguson.

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

802 Revenue Budget 2008/09 - Period 6

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There was submitted a report by the Chief Financial Officer, Corporate Director Improvement & Performance and Corporate Director Regeneration & Resources on the position of the 2008/09 Revenue Budget as at period 6 (30 September 2008) which showed a projected underspend £280,000.

Decided:

- (1) that the current projected underspend of £280,000 for 2008/09, as at 30 September 2008, be noted; and
- (2) that approval be given to the virements totalling £38,720 detailed in paragraph 9.1 and appendix 4 of the report.

803 General Fund Revenue Budget 2008/09 - Period 6

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There was submitted a report by the Chief Financial Officer (1) on the position of the General Fund Revenue Budget 2008/09 as at period 6 (30 September 2008) and (2) providing an update on the position of the General Fund Reserve.

Decided:

- (1) that the current position of the General Fund Revenue Budget for 2008/09 and the post service Committee projections in respect of Social Care and Safe, Sustainable Communities be noted;
- (2) that the Committee note the position in respect of the General Fund Reserve and the associated earmarked reserves; and
- (3) that it be noted that proposals in respect of the General Fund Reserve will be developed as part of the current budget process.

804 Capital Programme 2008/11 and Proposed Capital Programme 2011/13

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There was submitted a report by the Chief Financial Officer (1) on the latest position of the 3 year Capital Programme and (2) requesting the Committee to consider proposals in respect of the 2009/13 Capital Programme in the context of the limited capital resources available to the Council over this period.

Decided:

- (1) that the current position of the 2008/11 Capital Programme be noted;
- (2) that the Committee approve the recommendations contained in appendix 3 and paragraph 2.6 of the report in respect of the 2009/11 Capital Programme;
- (3) that the Committee agree in principle to the recommendations of the Corporate Management Team in respect of the 2011/13 Capital Programme in lieu of a further report from the Chief Financial Officer and the Corporate Director Regeneration & Resources on capital receipts; and
- (4) that proposals in respect of the funding of other projects not included in paragraphs 3.2 and 3.3 of the report be brought forward as part of the 2009/11 budget process.

805 2009/11 Budget - Update

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There was submitted a report by the Chief Financial Officer (1) providing an update in respect of the 2009/11 budget and (2) making recommendations in respect of budget pressures and savings.

Decided:

- (1) that the Committee note the initial 2009/11 base budget funding gap;
- (2) that the recommendations from the Corporate Management Team in respect of the budget pressures, as set out in appendix 2 to the report, be approved;
- (3) that the implementation of all the Category 1 and Category 2 savings proposals contained in appendix 3 to the report be agreed;
- (4) that the Committee agree to expressions of interest for voluntary severance being sought amongst teaching staff;
- (5) that the Committee note the next steps to be taken in the budget process and specifically that liaison will take place with individual political groupings in order to assist in the development of budget proposals; and
- (6) that the position in respect of the Reserves Strategy, Capital Programme and Financial Strategy be noted.

806 Treasury Management Monitoring Report 2008/09 - Quarter 2

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There was submitted a report by the Chief Financial Officer summarising the Council's treasury management position and activities during quarter 2 2008/09 as required under the terms of Treasury Management Practice 6 ("TMP6") on "Reporting Requirements and Management Information Arrangements".

(Councillor Blair entered the meeting during consideration of this item of business).

Noted

807 Improvement and Performance Capital Programme (2008/09 - 2010/11) - Progress Report

807

There was submitted a report by the Corporate Director Improvement & Performance and the Chief Financial Officer (1) providing an update on the status of the projects forming the Improvement & Performance Capital Programme and (2) highlighting the overall financial position.

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Noted**808 Corporate Performance Report - September/October 2008 808**

There was submitted a report by the Corporate Director Improvement & Performance appending the Corporate Performance Report for September/October 2008 which complements existing Directorate Performance Reporting arrangements to the Committee and is a key component of the Council's overall Strategic Planning and Performance Management Framework.

Decided:

- (1) that the Committee endorse the performance information contained in the Corporate Performance Report; and
- (2) that it be noted that further reports on corporate performance will be submitted to future meetings of the Committee.

809 Improvement and Performance Directorate Performance Report 809

There was submitted a report by the Corporate Director Improvement & Performance on progress made by the Improvement & Performance Directorate in achieving its key objectives as set out in its Directorate Plan for 2008/11 and performance in relation to key performance indicators.

Decided:

- (1) that the Committee endorse the new format for Directorate Performance reporting;
- (2) that the Committee endorse the performance information contained in the report;
- (3) that it be noted that further reports on the performance of the Improvement & Performance Directorate will be presented to future meetings of the Committee; and
- (4) that Members be requested to identify any further performance information for inclusion in the report submitted to the next meeting of the Committee.

810 Regeneration and Resources Directorate Performance Report 810

There was submitted a report by the Corporate Director Regeneration & Resources on the progress made by those services within the Regeneration & Resources Directorate which report to the Policy & Resources Committee in achieving their key objectives as set out in the Regeneration & Resources Directorate Plan and how they have contributed to the achievement of key corporate priorities.

Decided: that the Committee endorse the performance information contained within the report and note that further reports on performance will be submitted to future meetings of the Committee.

811 Modernisation and Efficiency Programme - Progress Report 811

There was submitted a report by the Corporate Director Improvement & Performance on the progress made in implementing the Council's Modernisation and Efficiency Programme.

Decided:

- (1) that the Committee note the good progress being made with the implementation of the Council's Modernisation and Efficiency Programme;
- (2) that the revised funding profile for the Modernisation and Efficiency Programme as detailed in appendix 2 to the report be approved; and
- (3) that a further progress report on phase 2 of the Modernisation and Efficiency

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Programme be submitted to the next meeting of the Committee.

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| 812 | Statutory Performance Indicators 2007/08 | 812 |
| | <p>There was submitted a report by the Corporate Director Improvement & Performance (1) providing an update on the current position with the Statutory Performance Indicators (SPIs) 2007/08 and (2) detailing progress in light of the two SPI reviews undertaken in March 2007 and May 2008 and new proposals from Audit Scotland on the future of the SPIs.</p> <p>Decided:</p> <p>(1) that the Committee note the contents of the report and the continued positive upward trend in the performance of Inverclyde's SPIs;</p> <p>(2) that a draft response to the Audit Scotland consultation be prepared and submitted to the Policy & Resources Executive Sub-Committee for approval; and</p> <p>(3) that a further report be submitted to the Committee once the national report is published by Audit Scotland in January 2009 which will allow comparisons with similar authorities.</p> | |
| 813 | Introduction of Best Practice Performance Indicators for Public Procurement in Scotland | 813 |
| | <p>There was submitted a report by the Corporate Director Improvement & Performance advising of the introduction of a national set of Best Practice Performance Indicators for procurement and (2) establishing a baseline position in terms of the Council's current position which will facilitate future monitoring and reporting.</p> <p>Decided:</p> <p>(1) that the Committee note the introduction of the Best Practice Performance Indicators for procurement by the Scottish Government;</p> <p>(2) that the Council's baseline position for the year 2007/08 be noted; and</p> <p>(3) that a further report highlighting the Council's trend in performance against the indicators be submitted to the Committee in 2009.</p> | |
| 814 | Annual Public Performance Report 2007/08 | 814 |
| | <p>There was submitted a report by the Corporate Director Improvement & Performance appending the Public Performance Report 2007/08.</p> <p>Decided: that approval be given to the annual Public Performance Report 2007/08.</p> | |
| 815 | Insurance Fund Position as at 30 September 2008 | 815 |
| | <p>There was submitted a report by the Chief Financial Officer (1) on the position of the Council's Insurance Fund as at 30 September 2008 and (2) highlighting relevant issues.</p> <p>Decided:</p> <p>(1) that the Committee note the contents of the report and the continued significant financial benefits the Council is achieving from the current insurance strategy; and</p> <p>(2) that approval be given to tender for actuarial services for the 2009 triennial fund review.</p> | |
| 816 | Debt Recovery Performance 2007/08 | 816 |
| | <p>There was submitted a report by the Chief Financial Officer (1) on the performance of the Debt Recovery Partnership during 2007/08, as required by the Council's Financial</p> | |

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Regulations, and (2) advising the Committee of future plans.

Decided:

(1) that the Committee welcome the continued increase in overall income level despite the reduced levels of income collected by the previous Debt Management Partner and note the ongoing plans for 2008/09; and

(2) that the Committee note that debt recovery for the early part of 2008/09 will be less than the previous year due to the handover process moving to the new Debt Management Partner and that generally cash flow will be affected by the introduction of the Bankruptcy and Diligence Bill.

817 Benefits Service - Audit Scotland Inspection and Progress to Date

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There was submitted a report by the Chief Financial Officer on the progress made since the Audit Scotland Inspection of Housing and Council Tax Benefit in May 2008.

Decided:

(1) that the Committee recognise the positive comments made by the Audit Commission in respect of the Benefits Service and the progress to date on the action plan and extend congratulations to the staff involved;

(2) that the Committee recognise the high standards achieved by the Benefits staff despite continued changes in the legislation; and

(3) that the Benefits Business Plan appended to the report be approved.

818 Draft Organisational Improvement Plan 2008/11

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There was submitted a report by the Corporate Director Improvement & Performance appending the Council's draft Organisational Improvement Plan for 2008/11 "Raising our Game and Staying Ahead".

Decided:

(1) that the Committee endorse the format and content of the Organisational Improvement Plan;

(2) that the proposed workstreams identified for the Organisational Improvement Plan be endorsed;

(3) that the draft Organisational Improvement Plan be agreed and that the plan be subject to internal consultation; and

(4) that the final Organisational Improvement Plan be submitted to a future meeting of the Committee for approval.

819 Inverclyde Single Outcome Agreement Progress Report

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There was submitted a report by the Corporate Director Improvement & Performance updating the Committee on the current position with regard to the Inverclyde Single Outcome Agreement (SOA), containing information on the actions that require to be taken to develop the interim SOA into an Inverclyde Alliance Partnership SOA for submission to the Scottish Government early next year.

The report advised that the Inverclyde Alliance Board had considered a version of the report at the meeting held on 27 October 2008 and had agreed in full the recommendations set out.

Decided:

(1) that the Committee agree the suggested delivery structure in terms of creating and establishing a SOA Delivery Group to develop the revised version of the SOA;

(2) that approval be given to the virement of £41,000 from the Microsoft Licensing Agreement budget to resource the fixed term SOA Programme Manager post;

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(3) that agreement be given to the suggested delivery structure in terms of creating and establishing the Programme Board once the revised SOA has been agreed with the Scottish Government;

(4) that lead officers be identified for each outcome as follows:-

- Depopulation
- Social Renewal/Area Renewal
- Employability
- Economic Regeneration
- Health Inequalities
- Alcohol Misuse
- Tackling Childhood Poverty
- Environment

(5) that the Thematic Partnerships be dissolved and that agreement be given to support existing members to move to the new delivery structure;

(6) that it be agreed to take joint responsibility for the delivery of the SOA from a Council perspective sharing accountability and focusing on collaborative working across the Council's Directorates;

(7) that it be noted that changes to the structure of the Community Planning Partnership maintain Elected Member involvement and provide an opportunity to increase that involvement if required; and

(8) that it be noted a Single Outcome Agreement Programme Manager post has been created and will be advertised in the near future.

820 Corporate Communications Framework - Update

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There was submitted a report by the Corporate Director Improvement & Performance (1) providing an update on the implementation of the Corporate Communications Framework and (2) advising of a new appendix to the Framework relative to dealings with national and local Elected Members.

Decided:

(1) that the progress made over the last year in implementing the Corporate Communications Framework be noted; and

(2) that agreement be given to the addition of the appendix relating to visits by MPs, MSPs and MEPs for the Corporate Communications Framework.

821 Corporate Race Equality Scheme

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There was submitted a report by the Corporate Director Education & Social Care (1) on the progress made in the equalities agenda within Inverclyde Council and (2) seeking approval for a Corporate Race Equality Scheme for Inverclyde Council, a copy of which was appended to the report.

Decided:

(1) that the Committee note the progress on equalities within Inverclyde Council; and

(2) that approval be given to the Corporate Race Equality Scheme appended to the report.

822 Results from Second Citizens' Panel Survey

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There was submitted a report by the Corporate Director Improvement & Performance providing details of the headline results from the second citizens' panel survey issued to all members of the Panel in July 2008.

Decided:

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- (1) that the Committee note the content of the report; and
 (2) that services take appropriate action to address issues raised in the survey through the directorate planning process.

823 Pan Renfrewshire Joint Civil Contingencies Service 823

There was submitted a report by the Chief Executive providing information and analysis with a view to assisting the decision making process in respect of proposals for a Pan Renfrewshire Joint Civil Contingencies Service as outlined in the report.

Decided:

- (1) that the Committee approve the proposal for a Pan Renfrewshire Joint Civil Contingencies Service; and
 (2) that the funding of the project be factored into the budget process for 2009/10.

824 Green Charter - Remit from Safe, Sustainable Communities Committee 824

There was submitted a report by the Corporate Director Regeneration & Resources on a remit from the Safe, Sustainable Communities Committee of 28 October 2008 on the creation of a Green Charter.

Decided: that the Committee endorse the creation of a Green Charter.

**825 Capital Programme 2008/09 - 2010/11 - Progress 825
 Remit from Regeneration Committee**

There was submitted a report by the Corporate Director Regeneration & Resources requesting the Committee to consider a remit from the Regeneration Committee of 30 October 2008 seeking approval of a proposed loan in relation to the KNCCC project as set out in the report to the Regeneration Committee.

Decided: that the Committee approve the proposed loan in relation to the KNCCC project.

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 for the following items on the grounds that the business involved the likely disclosure of exempt information as defined in the respective paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item:-

Item	Paragraph(s)
Inverclyde Financial Inclusion Partnership: Money Matters 2008 - 2010	1
Release of Employee under the Council's Severance Scheme	1
Environment and Community Protection Directorate - Staffing Structure Alteration	1
Procurement of Performance Management Software	6
Request to Appoint a Nominated Supplier - Financial Capacity Review	6

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- 826 Inverclyde Financial Inclusion Partnership: Money Matters 2008 - 2010 826**
- There was submitted a report by the Corporate Director Education & Social Care (1) providing a statement of progress on the Council's Financial Inclusion Strategy, including proposals for Inverclyde Money Matters, and (2) advising that the Council has successfully achieved preferred supplier status to deliver the National Financial Inclusion Champions Scheme for Scotland. The Committee agreed to the action recommended, all as detailed in the appendix.
- 827 Release of Employee under the Council's Severance Scheme 827**
- There was submitted a report by the Head of Organisational Development & Human Resources seeking approval to release an employee under the Council's Severance Scheme, which was agreed, all as detailed in the appendix.
- 828 Environment and Community Protection Directorate - Staffing Structure Alteration 828**
- There was submitted a report by the Head of Organisational Development & Human Resources recommending amendments to the placement of the Transportation policy and strategy function.
- Decided:**
- (1) that the strategic function of Transportation be moved to Environmental Services and that Planning, Housing and Transportation be renamed Planning & Housing;
 - (2) that the three employees referred to in the report within Planning, Housing & Transportation be moved to Environmental Services;
 - (3) that the Head of Planning, Housing & Transportation be redesignated Head of Planning & Housing and that the post of Development Building Standards & Transportation Manager be redesignated Development & Building Standards Manager; and
 - (4) that the associated budget of £118,640 be transferred to Environmental Services.
- 829 Procurement of Performance Management Software 829**
- There was submitted a report by the Corporate Director Improvement & Performance seeking approval to add five suppliers of performance management software solutions to the Council's list of approved suppliers.
- Decided:**
- (1) that approval be given to add the companies listed in appendix 1 of the report to the approved contractors' list; and
 - (2) that authority be delegated to the Corporate Director Improvement & Performance to issue tenders to those organisations.
- 830 Request to Appoint a Nominated Supplier - Financial Capacity Review 830**
- There was submitted a report by the Chief Financial Officer seeking approval to appoint a nominated supplier in respect of a financial capacity review required to address issues raised in various external audit reports.
- Decided:** that the Committee agreed to the appointment of IPF Consultancy Ltd to carry out a financial capacity review within the Council, to be funded from the Workforce Development Fund in 2008/09.

