

**POLICY & RESOURCES COMMITTEE - 14 AUGUST 2012**

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**Policy & Resources Committee**

**Tuesday 14 August 2012 at 3pm**

**Present:** Provost Moran, Councillors Brooks, Clocherty, Loughran, McCabe, McCormick, McIlwee, Nelson and Rebecchi.

**Chair:** Councillor McCabe presided.

**In attendance:** Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development, Chief Financial Officer, Finance Manager, Mr G Malone (for Head of Legal & Democratic Services), Head of Organisational Development, HR & Communications, Interim Head of ICT, Corporate Policy & Partnership Manager, Ms L Frizell, Corporate Policy and Mr M Bingham, Corporate Communications & Public Affairs.

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

**419 Apologies, Substitutions and Declarations of Interest 419**

Apologies for absence were intimated on behalf of Councillors MacLeod and Wilson.

No declarations of interest were intimated.

**420 Revenue Budget Outturn 2011/12 - Unaudited 420**

There was submitted a report by the Chief Financial Officer advising the Committee of the unaudited outturn of Service Committee Budgets for the year ended 31 March 2012.

**Decided:**

(1) that the Committee note the underspend, as per the unaudited accounts for 2011/12, of £3,719,000 and the information contained in the various appendices to the report; and

(2) that it be noted that all budgets which had a material underspend in 2011/12 will be examined to ascertain the appropriateness of the level of budget and proposals developed and reported to the Committee as part of the 2013/15 budget.

**421 Treasury Management - Annual Report 2011/12 421**

There was submitted a report by the Chief Financial Officer on the operation of the treasury function and its activities for 2011/12 as required under the terms of Treasury Management Practice 6 ("TMP6") on "Reporting Requirements and Management Information Arrangements".

**Decided:**

(1) that the Committee note the contents of the Annual Report on Treasury Management for 2011/12 and the ongoing work to ensure the delivery of financial benefits for the Council;

(2) that the Annual Report be remitted to The Inverclyde Council for approval; and

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(3) that the Committee homologate the exceeding of the Treasury Management Practices limit in May, July and August 2012 and agree to increase the limit to £80M until the end of August 2012.

**422 2011/12 Efficiency Performance 422**

There was submitted a report by the Chief Financial Officer (1) advising the Committee of the level of “cashable” efficiencies achieved by the Council in 2011/12 and (2) seeking approval of the annual return for submission to CoSLA by 24 August 2012.

**Decided:**

- (1) that the Committee note the achievement of £1.7M recurring efficiency savings in 2011/12; and
- (2) that approval be given to the submission of the annual return to CoSLA by 24 August 2012.

**423 Review of Community Planning and Single Outcome Agreements - Update 423**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing an update on the review of Community Planning and Single Outcome Agreements.

**Decided:** that the Committee note the progress made in implementing the recommendations from the Review of Community Planning and Single Outcome Agreements.

**424 Revised Strategic Planning and Performance Management Framework 424**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the recommendations from the Strategic Planning & Performance Management Board to streamline the Planning and Performance Framework for Inverclyde Council.

**Decided:**

- (1) that the proposed strategic Planning and Performance Management Framework detailed in the report be approved; and
- (2) that support be given to the development of a robust self-evaluation process.

**425 Budget Strategy - Proposals 425**

There was submitted a report by the Chief Financial Officer seeking approval of the strategy for the forthcoming budget round.

**Decided:** that approval be given to the strategy for the forthcoming budget round as described in the report and that it be noted that an all Member Briefing on the forthcoming budget will take place on 22 August 2012.

**426 Employee Survey Results 426**

There was submitted a report by the Head of Organisational Development, HR & Communications on the results of the employee survey carried out in March/April 2012.

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**Decided:**

- (1) that the proposals for an action plan set out in appendix 2 to the report be approved and that a further update on the development and implementation of the proposals be submitted to a future meeting of the Committee; and
- (2) that it be agreed to carry out the next employee survey in 2014.

**427 Update on Audit Scotland Report - Roles and Working Relationships: Are You Getting it Right? 427**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources providing an update on how the Council has used the findings of the Audit Scotland Report "Roles and Working Relationships: Are You Getting it Right?" to assess the existing practices and identify where improvements could be made.

**Decided:** that the report be noted and that a further update be submitted to the Committee in August 2013.

**428 Request to Proceed to Tender - Insurance 428**

There was submitted a report by the Chief Financial Officer seeking approval to issue tenders for the Council's Insurance Services from 1 October 2013 for a maximum period to 30 September 2018.

**Decided:** that approval be given to the issuing of tenders in respect of the Council's Insurance Services as required in terms of the Council's Financial Regulations for a possible (a) three year contract with the option to extend for a further two years and (b) a five year contract.

**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 items 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.**

**429 Permission to Award Tender for Debt Recovery Services 429**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval in terms of the Council's Contracts Standing Orders to award a contract for Debt Recovery Services.

**Decided:** that approval be given to award the contract for Debt Recovery Services to Alex M Adamson LLP.

**430 Permission to Award Tender for Microsoft Licences 430**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval in terms of the Council's Contract Standing Orders to award a contract for Microsoft Licences.

**Decided:** that approval be given to award the contract for Microsoft Licences to Software Box Ltd.