

POLICY & RESOURCES COMMITTEE - 18 SEPTEMBER 2012

Policy & Resources Committee

Tuesday 18 September 2012 at 3pm

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

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Education, Communities & Organisational Development, Corporate Director Environment, Regeneration & Resources, Corporate Director Inverclyde Community Health & Care Partnership, Mr G Malone (for Head of Legal & Democratic Services), Chief Financial Officer, Head of Inclusive Education, Culture & Corporate Policy, Mr D Hall (for Head of Safer & Inclusive Communities), Mr A Wilson (for Head of Organisational Development, HR & Communications), Finance Manager, Revenues & Customer Services Manager, Corporate Procurement Manager, Corporate Policy & Partnership Manager, Members' Services Manager and Corporate Communications Manager.

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

515 Apologies, Substitutions and Declarations of Interest 515

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

No declarations of interest were intimated.

516 Policy & Resources Capital Programme - 2012/13 - 14/15 - Progress Report 516

There was submitted a report by the Corporate Director Environment, Regeneration & Resources and the Chief Financial Officer (1) providing an update on the status of the projects forming the Policy & Resources Capital Programme 2012/13 - 14/15 and (2) highlighting actual spend as at 31 July 2012.

Noted

517 Capital Programme 2012/15 517

There was submitted a report by the Chief Financial Officer on the latest position of the 2012/15 Capital Programme.

Noted

518 Policy & Resources Committee 2012/13 Revenue Budget - Period 4 518

There was submitted a report by the Chief Executive, Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer on (1) the 2011/12 outturn and (2) the 2012/13 Revenue Budget position as at period 4 (31 July 2012) which projected an underspend of £458,000, excluding earmarked reserves.

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Decided:

- (1) that the Committee note the outturn for 2011/12 and the current projected underspend of £458,000 for 2012/13 as at 31 July 2012; and
 (2) that approval be given to the virement as detailed in appendix 4 to the report.

519 General Fund Revenue Budget 2012/13 - Period 4 519

There was submitted a report by the Chief Financial Officer (1) on the position of the 2012/13 General Fund Revenue Budget and (2) updating the Committee in respect of earmarked reserves and workstream savings.

Decided:

- (1) that the Committee note the latest position of the 2012/13 General Fund Revenue Budget and General Fund Reserve; and
 (2) that the Committee note the good progress being made in the delivery of the saving workstreams.

520 Procurement - Update 520

There was submitted a report by the Chief Financial Officer on the progress being made with procurement since the last report to the Committee in June 2012.

Decided:

- (1) that the Committee note progress on the Strategic Procurement Framework; and
 (2) that the Committee note the progress made in savings delivery.

521 Corporate Performance Report - Statutory Performance Indicators 2011/12 521

There was submitted a report by the Corporate Director Education, Communities & Organisational Development on the Corporate Performance Report, including the Statutory Performance Indicators (SPIs), for 2011/12.

Decided:

- (1) that the Committee note:-
- the overall performance in relation to Statutory Performance Indicators (SPIs) and Key Performance Indicators (KPIs) for 2011/12;
 - that the Council's performance information in relation to the SPIs will be published nationally by Audit Scotland early next year;
 - that work will be ongoing to ensure that the Council's own key self assessment performance indicators continue to be robust and appropriate;
 - that both the SPIs and KPIs will be placed on the Council's website for public viewing following consideration by the Committee;
- (2) that a detailed report on current strategies for dealing with absence management be submitted to the next meeting of the Committee; and
 (3) that information on performance appraisal completions be introduced as a Key Performance Indicator.

522 Debt Recovery Performance 2011/12 522

There was submitted a report by the Chief Financial Officer advising of the Council's debt recovery performance during 2011/12 and the future plans in this regard.

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Decided:

- (1) that the Committee note the Council's good performance in the area of debt recovery in 2011/12 and that the Committee's congratulations be conveyed to all appropriate Council and debt partner staff; and
- (2) that it be noted the Council will have a new debt partner effective from 1 October 2012 and that it is expected this change will have a short term effect on collection levels.

523 Significant Trading Operations - Future Proposals**523**

There was submitted a report by the Chief Financial Officer seeking approval for (1) proposals for the future of Significant Trading Operations operated by the Council and (2) the process for awarding work within the Council.

Decided:

- (1) that it be agreed Building Services no longer be treated as a Significant Trading Operation as from 1 April 2012; and
- (2) that approval be given to the proposals in respect of awarding work internally within the Council as contained in appendix 1 to the report.

524 Procurement and Local Business**524**

There was submitted a report by the Chief Financial Officer providing an update on current and planned activity from a procurement perspective to assist local businesses.

Decided:

- (1) that the Committee note the current activity from a procurement perspective to assist local suppliers access Council contracts;
- (2) that approval be given to the changes to the criteria by which the Council makes financial checks in respect of property/roads capital projects and supplies and services as set out in appendix 1 to the report; and
- (3) that an annual report on procurement and local business be submitted to the Committee.

525 Request to Proceed to Tender - Vehicle Tracking**525**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources seeking approval to issue tenders for a vehicle tracking system.

Decided: that approval be given to the issuing of tenders in respect of a vehicle tracking system as required in terms of the Council's Financial Regulations, for a possible 5 year contract.

526 Draft Policy - Non Domestic Rates - Discretionary Relief**526**

There was submitted a report by the Chief Financial Officer and the Head of Regeneration & Planning (1) seeking approval of a policy regarding discretionary relief awarded in respect of non-domestic rates, a copy of which was attached to the report, and (2) recommending that further consultation be undertaken in respect of potential restrictions to the relief awarded.

Decided:

- (1) that the Committee approve the Non-Domestic Rates - Discretionary Relief policy; and
- (2) that it be remitted to the Corporate Director Environment, Regeneration & Resources to consult with the local business community on specific proposals in Option 2, as outlined

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in the report, to limit the awarding of discretionary relief and to report thereon to the Environment & Regeneration Committee.

527 Consultations on Regulations on Council Tax Charges on Long-Term Empty Properties 527

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and the Chief Financial Officer (1) on the Scottish Government consultation on proposed regulations to allow changes to Council Tax charges on long-term empty properties and (2) seeking approval of a response to the consultation as set out in the appendix to the report.

Decided:

- (1) that the Committee note the Scottish Government consultation paper on Regulations on Council Tax Charges on Long-Term Empty Properties; and
- (2) that approval be given to the consultation response on behalf of the Council for submission to the Scottish Government.

528 Scottish Government Consultation on Integrated Adult Health & Care Partnerships 528

There was submitted a report by the Chief Executive requesting the Committee to consider the proposed response to the Scottish Government consultation on Integrated Adult Health & Social Care Partnerships appended to the report.

The Corporate Director Inverclyde Community Health & Care Partnership advised that the response to question 5 should be ticked "no" and the response to question 9 should be ticked "yes".

Decided: that approval be given to the consultation response and its submission to the Scottish Government.

529 Corporate Directorate Improvement Planning Update 529

There was submitted a report by the Head of Inclusive Education, Culture & Corporate Policy updating the Committee on the progress being made in the development of the new Corporate Directorate Improvement Plans and the new Corporate Statement for the Council.

Decided:

- (1) that the Committee agree the timescale for submission of the Corporate Statement as set out in the report;
- (2) that it be agreed the current Directorate Plans carry forward until the new Corporate Directorate Improvement Plans are completed; and
- (3) that the Corporate Directorate Improvement Plans be submitted to the relevant Committees as outlined in the report.

530 Revised Single Outcome Agreement 2012-17 530

There was submitted a report by the Chair of the Single Outcome Agreement Programme Board seeking approval of a revised Inverclyde Alliance Single Outcome Agreement (SOA) to cover the period 2012-17 and outlining the key changes to the SOA. (Councillor Clocherty left the meeting during consideration of this item of business).

Decided: that the Committee endorse the revised Inverclyde Alliance Single Outcome Agreement 2012-17 attached to the report on behalf of the Council.

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531 Proposals for the Establishment of Area Support Teams**531**

There was submitted a report by the Corporate Director Environment, Regeneration & Resources advising of the proposal to establish 17 Area Support Teams across Scotland to replace the existing 30 Children's Panel Advisory Committees and seeking the Committee's (1) views on establishing an Area Support Team and (2) approval to support an Inverclyde Area Support Team.

(Councillor Clocherty returned to the meeting during consideration of this item of business).

Decided:

(1) that the Committee agree to support, in principle, an agreement with Children's Hearings Scotland to provide staffing resources, up to the level provided in 2012/13 to an Inverclyde Area Support Team, for an initial period of 2 years and that, during this period, the option to develop a Joint Area Support Team with Renfrewshire and East Renfrewshire be kept under review;

(2) that part of the Council's settlement provided by the Scottish Government be utilised to provide a Clerk and administrative support for the new Area Support Team; and

(3) that it be remitted to the Chief Executive to progress and, as appropriate, to conclude negotiations with Children's Hearings Scotland to ensure the best interests of the Council, and those of the Children's Hearings System in Inverclyde, and to report on any issues which arise which could prevent the signing of an agreement.

532 Managing Occupational Violence and Aggression in the Workplace**532**

There was submitted a report by the Head of Organisational Development, HR & Communications seeking approval of a Managing Occupational Violence and Aggression in the Workplace policy for the Council, a copy of which was appended to the report.

Decided:

(1) that the Committee approve the Managing Occupational Violence and Aggression in the Workplace policy; and

(2) that the Committee support this policy by active promotion of health and safety.

533 Results from Spring 2012 Citizens' Panel Survey**533**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development providing details of the headline results from the Spring 2012 Citizens' Panel Survey.

(Councillor Wilson left the meeting during consideration of this item of business).

Decided:

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

(2) that it be agreed the feedback from the Citizens' Panel be used to improve service delivery.