

A meeting of the Policy & Resources Committee will be held on Tuesday 13 November 2012 at 3pm within the Municipal Buildings, Greenock.

ELAINE PATERSON
Head of Legal & Democratic Services

BUSINESS

****Copy to follow**

1. **Apologies, Substitutions and Declarations of Interest**

PERFORMANCE MANAGEMENT

2. **Policy & Resources Capital Programme 2012/13 - 14/15 - Progress Report**
Report by Corporate Director Environment, Regeneration & Resources and Chief Financial Officer
3. **Capital Programme 2012/15**
Report by Chief Financial Officer
4. **Policy & Resources Committee 2012/13 Revenue Budget - Period 6 to 30 September 2012**
Report by Chief Executive, Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development and Chief Financial Officer
5. **General Fund Revenue Budget 2012/13 as at 30 September 2012**
Report by Chief Financial Officer
6. **Governance of External Organisations - Annual Report**
Report by Chief Financial Officer
7. **Treasury Management - Mid-Year Review Report 2012/13**
Report by Chief Financial Officer
8. **Insurance Fund Position as at 30 September 2012**
Report by Chief Financial Officer

9. **Former Organisational Improvement & Resources Directorate Performance Report**
Report by Corporate Director Education, Communities & Organisational Development
10. **Environment, Regeneration & Resources Directorate Performance Report**
Report by Corporate Director Environment, Regeneration & Resources

NEW BUSINESS

11. **2013/16 Budget Update**
** Report by Chief Financial Officer
12. **Review of (i) Standing Orders Relating to Contracts and (ii) Financial Regulations**
Report by Head of Legal & Democratic Services
13. **Customer Service Strategy 2012/14**
Report by Chief Financial Officer
14. **Welfare Reform Update and Associated Budget Pressure**
Report by Chief Financial Officer
15. **Living Wage**
Report by Head of Organisational Development, HR & Communications
16. **Attendance Management**
Report by Head of Organisational Development, HR & Communications
17. **Revised Temporary Employee Protocol**
Report by Head of Organisational Development, HR & Communications
18. **Auto Enrolment - Pensions Funds**
Report by Head of Organisational Development, HR & Communications
19. **Draft Policy for the Retention and Disposal of Documents and Records**
Report by Corporate Director Inverclyde CHCP

REMITTS FROM COMMITTEES

20. **Community Benefits from Procurement - Remit from Environment & Regeneration Committee**
Report by Corporate Director Environment, Regeneration & Resources
21. **SEMP - Review of Funding Model and Possible Opportunities - Remit from Education & Communities Committee**
Report by Corporate Director Environment, Regeneration & Resources

The documentation relative to the following items has been treated as exempt information in terms of the Local Government (Scotland) Act 1973 as amended, the nature of the exempt information being that set out in the paragraphs of Part I of Schedule 7(A) of the Act whose numbers are set out opposite the heading to each item.

NEW BUSINESS

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| 22. | Business Property Renovation Allowance Scheme
Report by Corporate Director Environment, Regeneration & Resources seeking approval to progress proposals in respect of a funding model to deliver part of the Office Accommodation Asset Management Plan | Para 6 |
| 23. | Expiring ICT Software Contracts - Procurement Summary
Report by Corporate Director Environment, Regeneration & Resources on the current contractual position with three ICT suppliers and requesting permission to negotiate new contracts for maintenance | Paras 6, 8 & 9 |
| 24. | Arrangements for Disposal of Stage 3 Grievances - Equal Pay Claims
Report by Head of Organisational Development, HR & Communications on proposals for the disposal of Stage 3 Grievances relative to equal pay claims | Para 12 |

Enquiries to - Sharon Lang - Tel 01475 712112
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