

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

Policy & Resources Committee

Tuesday 19 November 2013 at 3.05pm

Present: Councillors McColgan (for Provost Moran), Clocherty, Loughran, MacLeod, McCabe, McCormick, McEleny, McIlwee, Nelson, Rebecchi and Wilson.

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Education, Communities & Organisational Development, Acting Corporate Director Environment, Regeneration & Resources, Corporate Director Inverclyde Community Health & Care Partnership, Head of Finance, Ms A Edmiston, Ms F Borthwick and Ms E Brown (Finance Services), Mr G Malone (for Head of Legal & Democratic Services), Legal Services Manager (Procurement & Conveyancing), Ms K McCready (for Head of Inclusive Education, Culture & Corporate Policy), Head of Mental Health, Addictions and Homelessness, Ms E Tamburrini (Inverclyde Community Health & Care Partnership), Head of Organisational Development, HR & Communications, Transitional Head of ICT, Libraries, Museum & Archives Manager, Ms M Cree (Property Assets & Facilities Management) and Corporate Communications Manager.

With the exception of the decision marked “C”, which is open for confirmation or otherwise, the following paragraphs are submitted for information only, having been dealt with under the powers delegated to the Committee.

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| 729 | Apologies, Substitutions and Declarations of Interest | 729 |
| | <p>An apology for absence was intimated on behalf of Provost Moran, with Councillor McColgan substituting.</p> <p>Declarations of interest were intimated as follows:-</p> <p>Agenda Item 12 (Annual Update in respect of Governance of External Organisations) - Councillors Clocherty, Loughran, MacLeod, McCabe, McEleny, McIlwee and Wilson; and</p> <p>Agenda Item 22 (Hydro Electric Schemes: Inverclyde Council and Scottish Water Horizons - Potential Development Site) - Councillors McCabe, McEleny and McIlwee.</p> | |
| 730 | Policy & Resources Capital Programme - 2013/14 - 15/16 - Progress | 730 |
| | <p>There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources and the Head of Finance (1) providing an update on the status of the projects forming the Policy & Resources Capital Programme 2013/14 - 15/16 and (2) highlighting the overall financial position.</p> <p>Decided: that the Committee note the current position of the 2013/16 Capital Programme and the progress of the specific projects details in appendix 1.</p> | |
| 731 | Capital Programme 2013/16 | 731 |
| | <p>There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the latest position of the 2013/16 Capital Programme.</p> <p>Decided: that the Committee note the current position of the 2013/16 Capital Programme.</p> | |

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

732 Policy & Resources Committee 2013/14 Revenue Budget - Period 6 to 30 September 2013 732

There was submitted a report by the Chief Executive, Acting Corporate Director Environment, Regeneration & Resources, Corporate Director Education, Communities & Organisational Development and Head of Finance on the 2013/14 projected out-turn for the Policy & Resources Committee as at Period 6 (30 September 2013).

Decided:

- (1) that the Committee note the 2013/14 projected underspend of £249,000 for the Policy & Resources Committee as at Period 6;
- (2) that the projected fund balance of £137,260 for the Common Good Fund be noted; and
- (3) that approval be given to the virement detailed in appendix 4 to the report.

733 General Fund Revenue Budget 2013/14 as at 30 September 2013 733

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) on the position of the General Fund Revenue Budget as at 30 September 2013 and (2) providing an update on the position of (a) the General Fund Reserves, which shows that the projected balance at 31 March 2014 is £4.983M, £0.983M greater than the minimum recommended balance of £4M, and (b) Workstream Savings.

Decided:

- (1) that the Committee note the latest position of the 2013/14 Revenue Budget and General Fund Reserve;
- (2) that the Committee note the 2013/16 Workstream Savings position; and
- (3) that the Committee approve the virements detailed in appendix 6 to the report.

734 Corporate Services Performance Report 734

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and the Acting Corporate Director Environment, Regeneration & Resources updating the Committee on (1) the progress made by the Council's Corporate Services towards achieving their key objectives and meeting performance targets, as detailed in the Education, Communities & Organisational Development and the Environment, Regeneration & Resources Corporate Directorate Improvement Plans (CDIPs) for 2013/16 and (2) performance in relation to meeting the performance targets as detailed within the respective Plans.

Decided:

- (1) that the Committee note that the report reflects the progress made by the Council's Corporate Services in delivering their improvement actions as detailed within their respective Corporate Directorate Improvement Plans 2013/16;
- (2) that it be noted progress in delivering the remaining improvement actions that sit within the Education, Communities & Organisational Development and the Environment, Regeneration & Resources CDIPs will be reported to the appropriate Committee; and
- (3) that further Corporate Services progress reports be submitted to every second meeting of the Policy & Resources Committee.

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

- 735 2013 Procurement Capability Assessment Score 735**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources informing the Committee of the 2013 Procurement Capability Assessment Score.
- Decided:** that the Committee note the Procurement Capability Assessment 2013 score and welcome the achievement of Improved Performance Status by the Council.
- 736 Treasury Management - Mid-Year Review Report 2013/14 736**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the operation of the treasury function and its activities at the mid-year of 2013/14 in compliance with the CIPFA Code of Practice on Treasury Management.
- Decided:**
- (1) that the contents of the Mid-Year Review Report on Treasury Management for 2013/14 be noted; and
 - (2) that the Mid-Year Review Report be remitted to The Inverclyde Council for approval.
- 737 Insurance Fund Position as at 30 September 2013 737**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising the Committee of the position of the Council's Insurance Fund as at 30 September 2013 and (2) highlighting a number of relevant issues.
- Decided:** that the Committee note the contents of the report and the continued strong position of the Insurance Fund.
- 738 Modernisation Programme Update November 2013 738**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on the status of the projects involved in the Council's ongoing Modernisation Programme.
- Decided:**
- (1) that the Committee note the current position of the projects that form the overall Modernisation Programme for the Council;
 - (2) that the Committee note the funds allocated by the Modernisation Corporate Improvement Group as set out in paragraph 2.6 of the report and delegate to the CIG the allocation of the Modernisation Funds on the basis of the business case;
 - (3) that the Committee note the Checks for Public Services Network Policy attached as appendix 2 to the report; and
 - (4) that reports on Modernisation progress be submitted to every alternate meeting of the Committee as a minimum.

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

739 Welfare Reforms Budget Position

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There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources providing (1) an update in respect of the various budgets relating to welfare reforms and (2) proposals to ensure resources are fully utilised in a managed way during 2013/14.

Decided:

- (1) that approval be given to the proposals contained in appendices 1 and 2 of the report to amend the Discretionary Housing Payments Policy and ensure that required spend is achieved in 2013/14;
- (2) that agreement be given to the transfer of £120,000 of grant funding allocated for Crisis Grants to Community Care Grants;
- (3) that it be noted a report will be brought to Committee before the summer recess detailing proposals in respect of child poverty, these proposals to be progressed by the SOA 6 Officer Group; and
- (4) that one off funding of £7,000 be given to Starter Packs to meet rental costs for their new premises and that officers bring back proposals to see how the Council can support the work of this organisation in the longer term.

740 Annual Update in respect of Governance of External Organisations

740

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing the annual update in respect of the governance of external organisations and (2) proposing changes to the scoring matrix.

The following Members declared a non-financial interest in this item:-

Councillor Clocherty as a Board Member of Inverclyde Community Development Trust, Inverclyde Leisure and Riverside Inverclyde;

Councillor Loughran as a Board Member of Inverclyde Leisure;

Councillor MacLeod as a Director of Inverclyde Council on Disability and a member of Parklea Association;

Councillor McCabe as a Board Member of Riverside Inverclyde, Kilmacolm New Community Centre Co Ltd and River Clyde Homes;

Councillor McEleny as a Board Member of River Clyde Homes;

Councillor McIlwee as a Board Member of River Clyde Homes; and

Councillor Wilson as a Board Member of Riverside Inverclyde and Kilmacolm New Community Centre Co Ltd and a member of the Grand Lodge of Scotland.

All of the Members formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided:

- (1) that the Committee note the 2013 performance in respect of the governance of external organisations as shown in appendix 1 to the report;
- (2) that the Committee approve the amended scoring matrix shown in appendix 2; and
- (3) that the Committee approve the list of external organisations that will form part of this framework for 2014 as shown in appendix 3.

741 SOLACE Indicators

741

There was submitted a report by the Corporate Director Education, Communities & Organisational Development and the Acting Corporate Director Environment, Regeneration & Resources (1) providing an overview of the relevant SOLACE (Society

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

of Local Authority Chief Executives) indicators which benchmarked specific data for the financial years 2010/11 and 2011/12 and (2) highlighting Inverclyde Council's position for the Corporate Services indicators relevant to the Policy & Resources Committee and any proposed action.

Decided:

- (1) that the Committee note the report and approve the proposals on the action for each of the indicators; and
- (2) that the Committee note that a report on the 2012/13 indicators will be presented to the Committee as soon as the results are published with the performance and proposed actions and annually thereafter.

742 Non-Domestic Rates - Relief Policy

742

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval of the Non-Domestic Rates Relief Policy appended to the report.

Decided:

- (1) that approval be given to the draft Policy for Non-Domestic Rates Relief as set out in the appendix to the report; and
- (2) that the Committee note the £30,000 increase in spend in 2013/14 arising from Discretionary Relief.

743 Inverclyde Alliance Repopulation Outcome Delivery Plan Progress Report

743

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources updating the Committee on progress towards the delivery of the actions agreed in regard to promoting repopulation in Inverclyde via the Inverclyde Alliance.

Decided: that the Committee note the progress on the delivery of the actions set out in the Repopulation Outcome Delivery Plan and the reallocation of underspend to the actions set out in paragraph 4.7 of the report.

744 Gypsy Traveller Consultation

744

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership on the outcome of the public consultation on the proposed transit site for Gypsy Travellers at Kelburn Park.

Decided:

- (1) that the Committee note the findings of the consultation process;
- (2) that it be noted Officers have not been able to identify any suitable alternative sites in addition to those already considered as part of the options appraisal process;
- (3) that the Committee do not approve the establishment of an authorised transit site for Gypsy Travellers in Kelburn Park or at any other Inverclyde site at this time in recognition of the outcome of the consultation process and (2) above;
- (4) that approval be given to the revised policy and procedure for the management of unauthorised sites appended to the report; and
- (5) that the £50,000 previously agreed for the creation of a transit site at Kelburn Park be utilised to upgrade and improve Kelburn Park and other Council parks that have been adversely affected by unauthorised encampments in the recent past and that details of the proposal be the subject of a report to the Environment & Regeneration Committee to be held on 16 January 2014.

Councillor Clocherty left the meeting at this juncture.

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

- 745 Public Information Notices (PINs) Portal: “Tell Me Scotland” 745**
- There was submitted a report by the Head of Organisational Development, HR & Communications (1) on the development of the national Public Information Notices portal “Tell Me Scotland” and (2) seeking agreement to the Council’s involvement.
- Decided:** that the Committee agree to the Council’s participation in the “Tell Me Scotland” portal site, it being noted that statutory notices will continue to be advertised in the local press.
- 746 Noise at Work Policy 746**
- There was submitted a report by the Head of Organisational Development, HR & Communications seeking approval of the reviewed Noise at Work Policy appended to the report.
- Decided:**
- (1) that approval be given to the Noise at Work Policy set out in the appendix to the report; and
 - (2) that the Committee support the Policy by active promotion of Health and Safety.
- 747 Media and Social Media Protocol 747**
- There was submitted a report by the Head of Organisational Development, HR & Communications seeking approval of the draft Media and Social Media Protocol appended to the report.
- Councillor Clocherty returned to the meeting during consideration of this item of business.
- During consideration it was agreed unanimously that Appendix 1 (Invitation List) for photocalls be amended to include relevant ward councillors for events or activities with a strong local connection.
- Thereafter, following discussion, Councillor McCabe moved that the Committee agree the introduction of the new Media and Social Media Protocol. As an amendment, Councillor McEleny moved that the Committee agree the introduction of the new Media and Social Media Protocol subject to:-
- (1) insertion of new paragraph 4.7 to state that future publications of the Council’s InView magazine include a proportionate number of articles from Opposition Members on matters that are not of a political nature; and
 - (2) deletion of “after” and substitution of “at the same time” under the heading Distribution of Press Releases (line 2) in Appendix 2 to the Protocol.
- On a vote, 4 Members voted for the amendment and 7 for the motion which was declared carried.
- Those Members who had voted in favour of the amendment then requested in terms of the relevant Standing Order that the matter be referred to The Inverclyde Council for decision in terms of the amendment.
- C Decided:** that the Committee agree the introduction of the new Media and Social Media Protocol with the agreed photocall invitation list. **C**
- Councillor Wilson left the meeting at this juncture.

748 Watt Complex Refurbishment - Project Development

748

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) on the progress made to date on developing a Round 1 Bid to the Heritage Lottery Fund (HLF) for partnership funding to refurbish, extend and improve the building and services available at the McLean Museum and Watt Library and (2) seeking authority to submit a Round 1 Bid to the HLF.

Decided:

- (1) that approval be given to the submission of a Round 1 Bid to HLF for the refurbishment of the Watt Complex;
- (2) that if a full funding package for Option A is not in place by December 2015, Officers report back to the Committee with a view to progressing Option B;
- (3) that it be noted there is estimated to be a net increase of £30,000 in the annual running costs of Option A, over and above the efficiencies identified by the Service; and
- (4) that the decisions of the Committee be referred to the next meeting of the Council for noting as Trustees of the Watt Institution.

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 the respective paragraphs of Part I of Schedule 7(A) of the Act as are set opposite each item.

Item	Paragraph(s)
Request for a Temporary Extension of Wide Area Network Contract	6 and 9
Hydro Electric Schemes: Inverclyde Council and Scottish Water Horizons - Potential Development Site	6, 8 and 9
Lease of Land - Gibshill Road, Greenock: Remit from Environment & Regeneration Committee	2, 6 and 9

749 Request for a Temporary Extension of Wide Area Network Contract

749

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval to negotiate with the incumbent supplier of the existing Wide Area Network contract and enter into a short term contract to accommodate the timetable for the introduction of the Scottish Wide Area Network and the Committee agreed to the action recommended, all as detailed in the appendix.

750 Hydro Electric Schemes: Inverclyde Council and Scottish Water Horizons - Potential Development Site

750

There was submitted a report by the Chief Executive (1) outlining the progress made by the Council in developing Hydro Electric Schemes within Inverclyde and (2) seeking approval of (a) a high-level partnership with Scottish Water Horizons (SWH) for investigating the feasibility and developing outline schemes of mutual interest in Inverclyde and (b) investment and further detailed development with SWH of the scheme at the Holeburn at Greenock Cut as detailed in appendix 1 to the report. Councillors McCabe, McEleny and McIlwee declared a non-financial interest in this item

POLICY & RESOURCES COMMITTEE - 19 NOVEMBER 2013

as Board Members of River Clyde Homes. They also formed the view that the nature of their interest and of the item of business did not preclude their continued presence in the Chamber or their participation in the decision making process.

Decided: that the Committee approve:-

(1) a high level partnership, in principle, between the Council and Scottish Water Horizons to explore options for the development of further hydro renewables energy generation in Inverclyde; and

(2) the project proposals and investment in partnership with SWH for hydro development of the Holeburn at Greenock Cut as detailed in the project summary appended to the report, it being remitted to the Chief Executive in consultation with the Head of Legal & Democratic Services and the Head of Finance to enter into formal partnership arrangements for this project and to report back on progress in due course.

751 Lease of Land - Gibshill Road, Greenock: Remit from Environment & Regeneration Committee

751

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources on a remit from the Environment & Regeneration Committee of 31 October 2013 requesting the Committee to approve proposals for the lease of land at Gibshill Road, Greenock which were agreed, all as detailed in the appendix.