

**POLICY & RESOURCES COMMITTEE – 12 AUGUST 2014**

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**Policy & Resources Committee**

**Tuesday 12 August 2014 at 3pm**

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

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Education, Communities & Organisational Development, Corporate Director Environment, Regeneration & Resources, Acting Corporate Director Environment, Regeneration & Resources, Corporate Director Inverclyde Community Health & Care Partnership, Head of Legal & Property Services, Head of Finance, Head of Organisational Development, HR & Communications, Transitional Head of ICT, Head of Education, Service Manager Health Improvement, Inequalities & Personalisation, Corporate Communications Manager and Business Support Executive.

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

**446      Apologies, Substitutions and Declarations of Interest      446**

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

Councillors McEleny and McIlwee declared interests in Agenda Item 17 (Afghan and Syrian Resettlement Schemes).

**447      2013/14 Capital Programme Performance      447**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) providing an update on the performance of the 2013/14 Capital Programme and (2) seeking approval for proposed action.

**Decided:**

- (1) that the 2013/14 Capital outturn position be noted;
- (2) that the Committee support the actions identified in section 7 of the report and note that actions have already been progressed; and
- (3) that the report be remitted to the Audit Committee for consideration.

**448      Revenue Budget Outturn 2013/14 - Unaudited      448**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising the Committee of the unaudited outturn of Service Committee budgets for the year ending 31 March 2014 and (2) highlighting any significant variances between revised budgets and outturn.

**Decided:** that the Committee note the underspend of £1.329M as set out in the unaudited accounts for 2013/14 and that this represents less than 1% of the Council's net revenue budget.

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**449 2013/14 Efficiency Performance****449**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising the Committee of the level of efficiencies achieved by the Council in 2013/14 and (2) seeking approval of the annual return which requires to be submitted to COSLA by 22 August 2014.

**Decided:** that the Committee note the achievement of £1.419M recurring efficiency savings in 2013/14 and approve the submission of the annual return to COSLA by 22 August 2014.

**450 Welfare Reforms Update****450**

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources and Corporate Director Inverclyde Community Health & Care Partnership (1) providing an update on various aspects of the Welfare Reform Agenda and (2) seeking decisions as appropriate.

**Decided:**

(1) that the Committee note the latest position in respect of the various aspects of Welfare Reform;

(2) that approval be given to the proposed project with i.Heat to support the elderly with heating costs; and

(3) that it be agreed to defer further decisions in respect of remaining Welfare Reform funds until the November meeting of the Policy & Resources Committee.

**451 Organisational Development Strategy 2013 - 2016 – Performance Review for Teachers****451**

There was submitted a report by the Corporate Director Education, Communities & Organisational Development advising the Committee of the introduction of Professional Update for the teaching profession in Scotland and how this process, which is designed to maintain and improve the quality of teachers, can be compared favourably with the Council's Performance Appraisal Scheme for Local Government Employees.

**Decided:**

(1) that the Professional Update scheme be recognised as a form of performance appraisal for teachers which translates to all Council employees being covered by an appraisal process from August 2014;

(2) that an assessment of Professional Update be carried out in 2016 by which time the process will have been in operation for two academic years; and

(3) that Professional Update be reported on an annual basis in the same way as Performance Appraisal, which is a key performance indicator.

**452 Inverclyde Council Assurance and Improvement Plan 2014-17****452**

There was submitted a report by the Chief Executive informing the Committee of the final Assurance and Improvement Plan (AIP) for 2014-17.

**Decided:** that the contents of the Assurance and Improvement Plan 2014-17 be noted.

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- 453 Procurement Report by Audit Scotland 453**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising the Committee of the main issues arising from the recent Audit Scotland report on Procurement in Scotland and (2) highlighting proposed action.
- Decided:** that the Committee note the findings and recommendations of the Audit Scotland report on Procurement in Councils and approve the action set out in Appendix 1 to the report.
- 454 Scotland's Public Finances – Audit Scotland Follow-Up Report 454**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources (1) advising of the recently issued follow-up report in respect of Scotland's Public Finances and (2) highlighting a number of relevant matters.
- Decided:** that the Committee note the report and agree that no specific actions have arisen from the latest follow-up report.
- 455 Capital Grant Allocation 2015/16 455**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources advising that confirmation had been received from the Scottish Government that Inverclyde Council's core Capital Grant for 2015/16 is estimated to be £8.42M compared to the figure of £6M which has been used in Council estimates since February 2013.
- Decided:** that it be agreed to defer any decisions on the increased Capital Grant allocation for 2015/16 until consideration of the 2015/18 budget in February 2015.
- 456 Budget Expenditure Requests 456**
- There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources seeking approval of two budget expenditure requests for (1) the purchase of new voting booths for use in polling stations with effect from September 2014 and (2) the hire of up to three buses to transport guests to the Drumhead service at Edinburgh Castle held on Sunday 10 August 2014.
- Decided:**
- (1) that approval be given to the purchase of 50 four way aluminium voting booths at an estimated cost of £17,000 to be funded from Contingencies; and
  - (2) that approval be given for the hire of up to 3 buses to transport guests to the Drumhead service at an estimated cost of £600, to be funded from the Common Good Fund.
- 457 Glasgow City Region City Deal 457**
- There was submitted a report by the Corporate Director Environment, Regeneration & Resources (1) advising Members of the response from the UK and Scottish Governments to the City Deal proposals put forward by the local authorities in the Glasgow City Region and (2) seeking approval to accept the offer of the City Deal and associated financial implications, as set out in the report.

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### **Decided:**

(1) that the Committee note the response from the UK and Scottish Governments to the City Deal proposals being in summary:

(a) a grant mechanism worth up to £1 billion over 20 years funded by the UK and Scottish Governments on the basis of agreed milestones including increased economic activity being achieved;

(b) grant support from the UK Government for Life Sciences projects of £18.87M over three years;

(c) grant support from the UK Government for Region Wide Labour Market Programmes of circa £4.8M over three years;

(2) that the Committee accept the offer of a City Deal as detailed in the Glasgow and Clyde Valley City Deal document and outlined in the report and that delegated authority be granted to the Corporate Director Environment, Regeneration & Resources to:

(a) work with the other Councils in the Clyde Valley and to seek their approval to participate in the City Deal Initiative and develop all necessary agreements in this regard;

(b) develop the governance model and set up the programme management office to begin the implementation of the City Deal Agreement;

(c) in collaboration with the other Councils in the Clyde Valley area, conclude detailed negotiations with the UK and Scottish Governments on the operation of the Gateway Review mechanism;

(d) develop and implement the Operating Plan for the first three years of the City Deal from 1 April 2015 to 31 March 2018;

(e) engage Riverside Inverclyde to assist with the implementation of Inverclyde's City Deal projects;

(f) submit regular reports to the Environment & Regeneration Committee on progress; and

(3) that approval be given to the funding strategy set out in section 10 of the report and that officers factor this into the development of the 2015/18 budget.

### **458 Use of Emergency Powers Procedure – Website Content Management Software and Hosting Arrangements**

458

There was submitted a report by the Acting Corporate Director Environment, Regeneration & Resources advising of the use of the powers delegated to the Chief Executive to negotiate a new contract with Web-Labs, the existing website content management software supplier, in accordance with Standing Order 11.1 of the Council's Standing Orders relating to Contracts rather than tendering for a replacement solution.

#### **Noted**

### **459 Revised Scheme of Salaries and Conditions of Service for Chief Officials**

459

There was submitted a report by the Corporate Director Education, Communities & Organisational Development (1) advising the Committee of the main changes in the new SJNC Scheme of Salaries and Conditions of Service for Chief Officials and (2) highlighting matters which require to be considered as a consequence of the new agreement.

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### **Decided:**

- (1) that the Committee note the introduction of the new SJNC Scheme of Salaries and Conditions of Service for Chief Officials with effect from 1 April 2014;
- (2) that the Committee agree to extend the scope of the local policy and salary preservation (one year preservation) for employees under the SJC Scheme for Local Government Employees to include Chief Officials;
- (3) that it be agreed that Chief Officials do not participate in the flexible working scheme;
- (4) that Chief Officials' annual leave entitlement remain unchanged;
- (5) that it be agreed to increase Chief Officials' standard working hours from 35 to 37 hours per week in line with SJC local government employees, as outlined in paragraph 4.3 of the report; and
- (6) that it be noted that Chief Officials will be advised of the new agreement and its effect on their contracts.

<b>460</b>	<b>Decriminalised Parking Enforcement (DPE) and the Greenock Town Centre Parking (GTCP) Strategy - FAQs</b>	<b>460</b>
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There was submitted a report by the Corporate Director Education, Communities & Organisational Development and the Acting Corporate Director Environment, Regeneration & Resources making a number of recommendations arising from the Decriminalised Parking Enforcement Independent Reporter's recommendations and associated proposed Traffic Regulation Orders approved by the Environment & Regeneration Committee on 17 June 2014.

### **Decided:**

- (1) that the Committee approve the policy set out in Appendix 1 (Car Parking Enforcement – Frequently Asked Questions for Council Employees) and confirm that there will be no reimbursement of car parking fees incurred by staff within Inverclyde as outlined in paragraph 4.5;
- (2) that a fee of £220 per year be charged for the reserved parking provided to the Chief Executive and Corporate Directors within the confines of Greenock Municipal Buildings;
- (3) that it be agreed that a fee of £110 per year be charged to Elected Members who have access to the reserved parking within the confines of Greenock Municipal Buildings, this reduced charge being in recognition of Elected Members not attending the Buildings every day;
- (4) that it be agreed that usage of the reserved parking within the confines of the Greenock Municipal Buildings be monitored and, where possible, further spaces be offered to other members of the Extended Corporate Management Team; and
- (5) that it be noted that all Blue Badge holders are exempt from parking charges within Council car parks.

<b>461</b>	<b>Work-Life Balance Policy</b>	<b>461</b>
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There was submitted a report by the Corporate Director Education, Communities & Organisational Development seeking approval to implement the Work-Life Balance Policy attached at Appendix 1.

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**Decided:**

- (1) that the Committee approve the Work-Life Balance Policy attached at Appendix 1;
- (2) that it be noted that flexible working requests will continue to be monitored via workforce information and activity reports to the Corporate Management Team; and
- (3) that the revised Work-Life Balance Policy be communicated to the workforce and relevant online and face to face training be developed to ensure consistent application of the policy.

### 462 **Afghan and Syrian Resettlement Schemes**

462

There was submitted a report by the Corporate Director Inverclyde Community Health & Care Partnership advising the Committee of a request received from the Home Office, via COSLA, for local authorities to provide accommodation and support to the Syrian Vulnerable Persons Relocation (VPR) Scheme and the Afghan Resettlement Scheme. Councillors McEleny and McIlwee declared non-financial interest in this item as Members of the Board of River Clyde Homes. Both Members formed the view that the nature of their interest in 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 note the report and advise the Home Office and COSLA of its intention that, having completed initial scoping work, agreement in principle be given to participate in the Afghan Resettlement Scheme but not the Syrian Vulnerable Persons Relocation Scheme, subject to more detailed work being completed on support requirements.