

A meeting of the Policy & Resources Committee will be held on Tuesday 6 February 2023 at 3pm.

Members may attend the meeting in person or via remote online access. Webex joining details will be sent to Members and Officers prior to the meeting. Members are requested to notify Committee Services by 12 noon on Monday 5 February 2024 how they intend to access the meeting.

In the event of connectivity issues, Members are asked to use the *join by phone* number in the Webex invitation and as noted above.

Please note that this meeting will be live-streamed via YouTube with the exception of any business which is treated as exempt in terms of the Local Government (Scotland) Act 1973 as amended.

Further information relating to the recording and live-streaming of meetings can be found at the end of this notice.

IAIN STRACHAN
Head of Legal, Democratic, Digital & Customer Services

BUSINESS

**** Copy to follow**

1. Apologies, Substitutions and Declarations of Interest	Page
PERFORMANCE MANAGEMENT	
2. 2023/24 Policy & Resources Committee and General Fund Revenue Budget Update as at 30 November 2023 Report by Chief Financial Officer, Chief Executive, Corporate Director Education, Communities & Organisational Development and Chief Executive	p
3. Policy & Resources Capital Budget and Council 2023/26 Capital Programme Report by Chief Financial Officer	p
4. Finance Services Update Report by Chief Financial Officer	p
5. Corporate Policy and Performance Update: November 2023 – February 2024 Report by Corporate Director Education, Communities & Organisational Development	p
6. Workforce Information and Activity Report (WIAR) 2022/23 Report by Head of Organisational Development, Policy & Communications	p
NEW BUSINESS	
7. Non-Domestic Rates Empty Property Relief Policy Report by Chief Financial Officer	p

8.	Council Tax Long Term Empty and Second Homes Policy Report by Chief Financial Officer		p
9.	Proposal – Reduction in the Standard Working Week Report by Head of Organisational Development, Policy & Communications		p
10.	Bereavement Charter Mark Report by Corporate Director Education, Communities & Organisational Development		p
11.	Corporate Health and Safety Report and Plan Report by Corporate Director Education, Communities & Organisational Development		p
12.	Use of Powers Delegated to the Chief Executive to appoint SOLACE to assist with Chief Officer recruitment Report by Corporate Director Education, Communities & Organisational Development		p
13.	Use of Powers Delegated to the Chief Executive to vote on member for Cooperative Councils Innovation Network - Values & Principles Board Head of Legal, Democratic, Digital & Customer Services		p
REMITTS FROM COMMITTEES			
14.	Corporate Risk Register – Remit from Audit Committee Report by Head of Legal, Democratic, Digital & Customer Services		p
ROUTINE DECISIONS AND ITEMS FOR NOTING			
15.	Fire Risk Assessment, Fire Safety Policy Report by Corporate Director Education, Communities & Organisational Development		p
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			
16.	Tender for the Provision of a School Aged Counselling Service Report by Chief Officer, Inverclyde Health & Social Care Partnership seeking approval for a School Aged Couseeling Service in Inverclyde.	Paras 6, 8 & 9	p
17.	Contract Authorisation Report – External Care at Home Report by Chief Officer, Inverclyde Health & Social Care Partnership seeking approval to conclude a tender and award of contract for the External Care at Home Services.	Paras 6, 8 & 9	p
18.	Contract Authorisation Report – Carers Contract Report by Chief Officer, Inverclyde Health & Social Care Partnership seeking approval to conclude the tender and award the contract for the provision of a Carers Information Advice Service in Inverclyde.	Paras 6, 8 & 9	p

The reports are available publicly on the Council's website and the minute of the meeting will be submitted to the next standing meeting of the Inverclyde Council. The agenda for the meeting of the Inverclyde Council will be available publicly on the Council's website.

Please note: this meeting may be recorded or live-streamed via YouTube and the Council's internet site, where it will be capable of repeated viewing. At the start of the meeting the Provost/Chair will confirm if all or part of the meeting is being recorded or live-streamed.

You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during any recording or live-streaming will be retained in accordance with the Council's published policy, including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site or YouTube.

If you are participating in the meeting, you acknowledge that you may be filmed and that any information pertaining to you contained in the recording or live-stream of the meeting will be used for webcasting or training purposes and for the purpose of keeping historical records and making those records available to the public. In making this use of your information the Council is processing data which is necessary for the performance of a task carried out in the public interest. If you are asked to speak at the meeting then your submission to the committee will be captured as part of the recording or live-stream.

If you have any queries regarding this and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact the Information Governance team at dataprotection@inverclyde.gov.uk

Enquiries to – **Colin MacDonald** – Tel 01475 712113