

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

Policy and Resources Committee

Tuesday 23 September 2008 at 3.00 pm

Present: Councillors Rebecchi (for Blair), Clocherty, Ferguson, White (for Fyfe), McCabe, McIlwee, McKenzie, MacLeod, Moran and Wilson.

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Education and Social Care, Corporate Director Environment and Community Protection, Corporate Director Improvement and Performance, Corporate Director Regeneration and Resources, Chief Financial Officer, Head of Legal and Administration, Head of ICT and Business Transformation, Head of Performance Management and Procurement, Head of Corporate Communications and Public Affairs, Ms B McQuarrie (for Head of Organisational Development and Human Resources), Mr M McNab (for Head of Safer Communities), Mr F MacLeod (for Head of Planning, Housing and Transportation) and Legal Services Manager (Procurement, District Court and Administration).

Apologies: Councillors Blair, Brooks and Fyfe.

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

635 Revenue Budget 2007/08 Out-turn and Revenue Budget 2008/09 - Period 4

635

There was submitted a report by the Chief Financial Officer, Corporate Director Improvement and Performance and Corporate Director Regeneration and Resources on the Revenue Budget 2007/08 out-turn and the 2008/09 position for the Policy and Resources Committee as at Period 4 (31 July 2008) which projected an underspend of £475,000, excluding Earmarked Reserves.

Decided:

- (1) that the Committee note the out-turn for 2007/08 and the current projected underspend for 2008/09 of £475,000 as at 31 July 2008; and
- (2) that the virement totalling £39,320 as detailed in paragraph 9.1 and appendix 4 of the report be approved.

636 General Fund Revenue Budget 2008/09 - Period 4

636

There was submitted a report by the Chief Financial Officer (1) on the position of the 2008/09 General Fund Revenue Budget as at period 4 (31 July 2008) and (2) providing an update on the position of the Earmarked Reserves.

Decided:

- (1) that the current position of the General Fund Revenue Budget for 2008/09 be noted;
- (2) that the Committee approve the recommendations made by the Corporate Management Team as set out in Section 5.3 of the report;
- (3) that all Service Committees be reminded of the need to stay within approved budgets in 2008/09 and that no Service Development proposals be considered by Service Committees outwith the approved 2009/11 budget process; and
- (4) that the Committee note the position in respect of the General Fund Reserve and the associated Earmarked Reserves.

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

- 637 Capital Programme 2008/11 637**
- There was submitted a report by the Chief Financial Officer (1) on the latest position of the 3 year Capital Programme and (2) advising of any significant matters arising.
- Decided:**
- (1) that the current position of the 2008/11 Capital Programme be noted and approval be given to the proposed virement between Capital and Revenue as set out in the report; and
- (2) that it be noted that proposals in respect of the forward programme will be submitted to the next meeting of the Committee.
- 638 Treasury Management - Annual Report 2007/08 638**
- There was submitted a report by the Chief Financial Officer on the operation of the Treasury function and its activities for 2007/08 and for quarter 1 of 2008/09 as required under the terms of Treasury Management Practice 6 ("TMP6") on "Reporting Requirements and Management Information Arrangements".
- Decided:** that the Committee note the contents of the annual report on Treasury Management for 2007/08 and the ongoing work to ensure the delivery of financial benefits for the Council.
- 639 Improvement and Performance Capital Programme 2008/09 - 2010/11 - Progress 639**
- There was submitted a report by the Corporate Director Improvement and Performance and Chief Financial Officer (1) providing an update on the status of the projects forming the Improvement and Performance Capital Programme 2008/09 - 2010/11 and (2) highlighting the overall financial position.
- Noted**
- 640 Corporate Performance Report 640**
- There was submitted a report by the Corporate Director Improvement and Performance appending the Corporate Performance Report for May/August 2008 which complements and supplements existing Directorate Performance Reporting arrangements to the Committee and which is a key component of the Council's overall Strategic Planning and Performance Management Framework.
- Decided:**
- (1) that the Committee endorse the performance information contained within the Corporate Performance Report; and
- (2) that it be noted that further reports on corporate performance will be submitted to future meetings of the Committee.
- 641 Improvement and Performance Directorate Performance Report 641**
- There was submitted a report by the Corporate Director Improvement and Performance on progress made by the Improvement and Performance Directorate in achieving its key objectives as set out in its Directorate Plan for 2008/11 and the contribution made to the achievement of key corporate priorities.
- Decided:**
- (1) that the Committee endorse the performance information contained in the report;
- (2) that it be noted that further reports on the performance of the Improvement and

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

Performance Directorate will be submitted to future meetings of the Committee; and
 (3) that Members be requested to identify any further performance information from the list detailed for inclusion in the report submitted to the next meeting of the Committee.

642 Regeneration and Resources Directorate Performance Report 642

There was submitted amended report by the Corporate Director Regeneration and Resources on the progress made by those services within the Regeneration and Resources Directorate which report to the Policy and Resources Committee in achieving their key objectives as set out in the Regeneration and Resources Directorate Plan and how they have contributed to the achievement of key corporate priorities.

Decided: that the Committee endorse the performance information contained in the report and note that further reports on performance will be submitted to future meetings of the Committee.

643 Modernisation and Efficiency Programme - Progress Report 643

There was submitted a report by the Corporate Director Improvement and Performance on the progress made in implementing the Council's Modernisation and Efficiency Programme.

Decided:

- (1) that the Committee note the good progress being made with the implementation of the Council's Modernisation and Efficiency Programme;
- (2) that the revised funding profile for the Modernisation and Efficiency Programme as detailed in appendix 2 to the report be approved; and
- (3) that a report on Phase 2 of the Modernisation and Efficiency Programme be submitted to the next meeting of the Committee consolidating the activities from the Programme with those of the Customer Service Review and the Value Chain Analysis Project.

644 Inverclyde Council - Efficiency Statement 2007/2008 644

There was submitted a report by the Corporate Director Improvement and Performance on the Council's Efficiency Statement 2007/2008 which had been submitted to COSLA.

Decided: that the Committee note that the Efficiency Statement for 2007/2008 was submitted to COSLA by the deadline of 15 August 2008.

645 Inverclyde Single Outcome Agreement 645

There was submitted a report by the Corporate Director Improvement and Performance providing a further update on the current position with regard to the Inverclyde Single Outcome Agreement "Tackling Poverty and Sustaining Growth" 2008-2011.

Decided:

- (1) that the progress made to date in addressing and progressing issues associated with the Inverclyde Single Outcome Agreement be noted; and
- (2) that further update reports on progress in relation to the Inverclyde Single Outcome Agreement be submitted to the Committee.

646 Pension Fund Issues 646

There was submitted a report by the Chief Financial Officer (1) advising of the new Local Government Pension Scheme in Scotland which will come into effect from 1 April 2009

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

and (2) providing initial feedback on the ongoing triennial actuarial review of the Strathclyde Pension Fund.

Decided:

(1) that the Committee note the key features of the new Local Government Pension Scheme (Scotland) and that the Council will engage in direct communications with all employees over and above the communications which will be issued by Strathclyde Pension Fund; and

(2) that the Committee note the initial findings of the 31 March 2008 actuarial review of Strathclyde Pension Fund and the estimated impact on the overall Council budget from 2009/10.

647 Employee Recognition Scheme - Pride of Inverclyde 647

There was submitted a report by the Corporate Director Improvement and Performance on proposed arrangements for the first annual Employee Recognition Scheme entitled "Pride of Inverclyde" which will recognise exceptional achievement by employees of Inverclyde Council.

Decided: that the Committee approve arrangements for the Council's first Employee Recognition Scheme and note the benefits which such a scheme will bring to the organisation, as set out in the report.

648 Review of Surgery Arrangements for Elected Members 648

There was submitted a report by the Corporate Director Regeneration and Resources reviewing the provision of surgeries for Elected Members within Inverclyde Council.

Decided: that it be agreed that the funding for advertising surgery notices for each Elected Member in the local press be increased to a maximum of 20 per annum and that the necessary additional funding be made available from the overall Policy and Resources budget.

649 Single Status: Collective Agreement with Trade Union Unison 649

There was submitted a report by the Head of Organisational Development and Human Resources requesting the Committee to formalise the Single Status Agreement with the Trade Union, Unison.

Decided:

(1) that agreement be given to formalise the Single Status Collective Agreement with Unison as appended to the report;

(2) that the Leader of the Council sign the agreement; and

(3) that the Committee's thanks be conveyed to all staff involved in the process.

650 Stress, Mental Health and Wellbeing Policy 650

There was submitted a report by the Head of Organisational Development and Human Resources seeking approval of the Stress, Mental Health and Wellbeing Policy appended to the report.

Decided:

(1) that approval be given to the Stress, Mental Health and Wellbeing Policy appended to the report; and

(2) that support be given to the Policy by active promotion of stress, mental health and wellbeing improvement plans in conjunction with the local Community Health Partnership objectives.

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

- 651 Fire Safety and Fire Risk Assessment Policy 651**
- There was submitted a report by the Head of Organisational Development and Human Resources seeking approval of the Fire Safety and Fire Risk Assessment Policy appended to the report.
- Decided:**
- (1) that approval be given to the new Fire Risk Assessment and Fire Safety Policy appended to the report and to the withdrawal of the Fire Safety and Fire Risk Assessment Policies currently in place; and
- (2) that support be given to the Policy by active promotion of fire safety issues.
- 652 Area Renewal: Council Liaison Arrangements for Partnership Working 652**
- There was submitted a report by the Corporate Director Environment and Community Protection requesting the Committee to implement an officer working group structure to coordinate and streamline the implementation of the Council's and Key Partners' Area Renewal Strategy.
- Decided:**
- (1) that approval be given to the principles underlying the liaison arrangements detailed in the report and appendix 1, with particular reference to Area Renewal; and
- (2) that delegated authority be granted to the Corporate Director Environment and Community Protection, in close liaison with the Corporate Director Regeneration and Resources, to ensure:
- (a) that the liaison arrangements are adhered to by all Heads of Services having an involvement, however indirect, in the Area Renewal Strategy;
- (b) that all relevant Council Services honour their obligations to the Strategy by contributing to its successful implementation solely through participation in the Area Renewal Implementation Group structure;
- (c) that close liaison is maintained at the appropriate senior level between the Council and Registered Social Landlords, in particular River Clyde Homes, in order that the principles of liaison and partnership working are conducted through the Area Renewal Implementation Group structures; and
- (d) that a senior Council Officer be nominated in early course to chair the respective Area Renewal Implementation Groups and the proposed "Strategy Overview Group".
- 653 Use of Powers Delegated to the Chief Executive 653**
- There was submitted a report by the Corporate Director Regeneration and Resources advising of the use of the powers delegated to the Chief Executive since the last ordinary meeting of the Committee in relation to (1) the use of suppliers not on an approved list to support the deployment of the Fairer Scotland Fund and (2) a response to the consultation on Port Glasgow Job Centre.
- Noted**
- 654 Approval to Issue an Advert Jointly with NHS Greater Glasgow and Clyde in Relation to the Closure and Reprovisioning of Ravenscraig Hospital - Remit from Health and Social Care Committee 654**
- There was submitted a report by the Corporate Director Regeneration and Resources on

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

a request from the Health and Social Care Committee of 28 August 2008 that approval be given to an advertisement for the provision of services for patients to be discharged from Ravenscraig Hospital, in accordance with paragraph 6.1 of the Council's Standing Orders relating to Contracts.

Decided: that approval be given to advertise for the provision of services for patients to be discharged from Ravenscraig Hospital, in accordance with paragraph 6.1 of the Council's Standing Orders relating to Contracts.

655 Revenue Budget Out-turn 2007/08 and Revenue Budget 2008/09 - Period 3 - Remit from Regeneration Committee 655

There was submitted a report by the Corporate Director Regeneration and Resources on a request received from the Regeneration Committee of 4 September 2008 that approval be given to virement in respect of Property Resources Security in the sum of £39,320 due to a budget transfer to Legal and Administration.

Decided: that approval be given to virement in respect of Property Resources Security in the sum of £39,320 due to a budget transfer to Legal and Administration.

656 Deed of Trust - Endowment for Talented Children and Young People - Remit from Education and Lifelong Learning Committee 656

There was submitted a report by the Corporate Director Regeneration and Resources on a request received from the Education and Lifelong Learning Committee of 9 September 2008 concerning a proposed Deed of Trust relative to an Endowment for Talented Children and Young People.

Decided: that approval be given to the establishment of an Endowment Fund for talented children and young people and to the appointment of the Trustees as detailed in the report.

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 for 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)
Appendices 3, 4 and 5 relative to Item 19 on the Use of the Powers Delegated to the Chief Executive	6 and 8
Procurement of Back Office System for Safer Communities	6, 8 and 9
Value Chain Analysis - Progress Report	11
Customer Service Review - Progress Report	11

657 Appendices 3, 4 and 5 relative to Item 19 on the Use of the Powers Delegated to the Chief Executive 657

There were submitted appendices 3, 4 and 5 relative to item 19 on the use of the powers delegated to the Chief Executive since the last ordinary meeting on the Committee relative to (1) acceptance of a tender for the printing and design services contract, (2) the

POLICY AND RESOURCES COMMITTEE - 23 SEPTEMBER 2008

use of suppliers not on an approved list for the purchase of traffic signal and street lighting equipment for the Auchmead Road/Cumberland Road junction improvements and (3) the use of contractors not on an approved list for play equipment projects.

Noted

658 Procurement of Back Office System for Safer Communities 658

There was submitted a report by the Corporate Director Environment and Community Protection requesting the Committee to agree to the Head of ICT and Business Transformation entering into negotiations with a company for the supply of a back office system for Safer Communities which was agreed, all as detailed in the appendix.

659 Value Chain Analysis - Progress Report 659

There was submitted a report by the Corporate Director Improvement and Performance (1) providing the Committee with an update on progress and findings from the Value Chain Analysis (VCA) project and (2) recommending the initiation of the Design Mandate stage of the project.

Decided:

- (1) that agreement be given to proceed with the Design Mandate stage of the Value Chain Analysis project;
- (2) that it be agreed to use the Council's existing partners to assist with this stage of the project;
- (3) that it be agreed that the cost for the Design Mandate, subject to a cap of £160,000, be funded by a transfer from the Unallocated General Fund Reserve to the Modernisation and Efficiency Earmarked Reserve;
- (4) that agreement be given to the development of Phase 2 of the Council's Modernisation and Efficiency Programme by combining the existing Modernisation and Efficiency activities with the results of the Customer Service Review and the VCA project into one Programme and that governance for the programme continue to be provided by the existing Modernisation and Efficiency Programme Board and Member Reference Group; and
- (5) that a further progress report on Phase 2 of the Council's Modernisation and Efficiency Programme be submitted to the next meeting of the Committee.

660 Customer Service Review - Progress Report 660

There was submitted a report by the Corporate Director Improvement and Performance (1) advising of the findings of the Customer Service Review approved by the Committee in April 2007 and (2) seeking approval for the development of a full Customer Service Strategy for the Council.

Decided:

- (1) that approval in principle be given to the recommendations of the Customer Service Review;
- (2) that the findings of the Customer Service Review be combined with the existing Modernisation and Efficiency Programme and the Value Chain Analysis project into one discrete programme (Phase 2 of the Council's Modernisation and Efficiency Programme) as outlined in the Value Chain Analysis progress report; and
- (3) that the development of the Customer Service Strategy for the Council be reported to the first meeting of the Committee in 2009.