

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

Policy & Resources Committee

Tuesday 17 November 2009 at 3 pm

Present: Councillors Blair, Brooks, Clocherty, Fyfe, McCabe, McIlwee, McKenzie, MacLeod, Dorrian (for Moran), Nelson and Wilson.

Chair: Councillor McCabe presided.

In attendance: Chief Executive, Corporate Director Environment & Community Protection, Corporate Director Improvement & Performance, Corporate Director Regeneration & Resources, Chief Financial Officer, Acting Director Education, Acting Director Social Care, Head of Legal & Administration, Head of Organisational Development & Human Resources, Head of Corporate Communications & Public Affairs, Head of Performance Management & Procurement, Head of ICT & Business Transformation, Head of Safer Communities and Legal Services Manager (Procurement, District Court and Administration).

Present Also: Mr P Tait and Ms E Boyd (Audit Scotland).

Apologies: Councillor Moran.

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

724 Policy & Resources Committee Revenue Budget 2009/10 - Period 6 724

There was submitted a report by the Chief Financial Officer, Corporate Director Improvement & Performance and Corporate Director Regeneration & Resources on the 2009/10 Revenue Budget position as at Period 6 (30 September 2009) which projected an underspend of £415,000.

Decided:

- (1) that the current position of the 2009/10 Revenue Budget as at 30 September 2009 be noted;
- (2) that the virement totalling £128,840 as detailed in appendix 5 to the report be approved; and
- (3) that the virement of £8,000 within the Common Good Fund as detailed in appendix 5 be approved.

725 General Fund Revenue Budget 2009/10 - Position as at 30 September 2009 725

There was submitted a report by the Chief Financial Officer (1) on the position of the General Fund Revenue Budget 2009/10 as at 30 September 2009 and (2) providing an update in respect of earmarked reserves and other relevant matters.

Decided:

- (1) that the current position of the General Fund Revenue Budget 2009/10 be noted;
- (2) that the position in respect of the General Fund Reserves and associated earmarked reserves be noted; and

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

(3) that it be noted that a detailed briefing on the 2010/11 Revenue Budget will be provided to Members once the details of the settlement for Inverclyde Council have been received from the Scottish Government.

726 Capital Programme 2009/12**726**

There was submitted a report by the Chief Financial Officer on the current position of the Capital Programme 2009/12.

Decided:

- (1) that the current position of the 2009/12 Capital Programme be noted;
- (2) that approval be given to the increases in the budgets for the Devol Glen Land Stabilisation project and Knocknairshill Cemetery Phase 5c at a total cost of £485,000 and to the proposed method of funding as detailed in the report; and
- (3) that it be noted that as part of the forthcoming budget round, the 2009/13 Capital Programme will be reviewed in light of the expected reduction in Government supported capital resources over the next spending review.

727 Treasury Management Monitoring Report 2009/10 - Quarter 2**727**

There was submitted a report by the Chief Financial Officer summarising the Council's treasury management position and activities during quarter 2 2009/10 as required under the terms of Treasury Management Practice 6 ("TMP6") on "Reporting Requirements and Management Information Arrangements".

Noted**728 Improvement and Performance Capital Programme 2008/09 - 2011/12 - Progress****728**

There was submitted a report by the Corporate Director Improvement & Performance and the Chief Financial Officer (1) providing an update on the status of the projects forming the Improvement & Performance Capital Programme 2008/09 - 2011/12 and (2) highlighting the overall financial position.

Decided:

- (1) that the progress of the specific projects detailed in the appendix to the report be noted; and
- (2) that approval be given to the virement of £30,000 from the backscanning budget line to create a new budget line for the provision of additional internal resources to assist in the transfer of the remaining payruns over to the new HR/Payroll system by the end of the current financial year.

729 Corporate Performance Report - August/September 2009**729**

There was submitted a report by the Corporate Director Improvement & Performance appending the Corporate Performance report for August/September 2009 which complements existing arrangements for Directorate Performance Reporting to Committee and is a key component of the Council's overall Strategic Planning and Performance Management Framework.

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

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.

730 Improvement and Performance Directorate Performance Report 730

There was submitted a report by the Corporate Director Improvement & Performance on (1) the progress made by the Improvement & Performance Directorate in achieving its key objectives as set out in its Directorate Plan for 2009/11 and (2) performance in relation to key performance indicators.

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 & 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.

731 Regeneration and Resources Directorate Performance Report 731

There was submitted a report by the Corporate Director Regeneration & Resources on (1) progress made by the Regeneration & Resources Directorate in achieving its key objectives as set out in its Directorate Plan for 2008/11 and (2) performance in relation to key performance indicators.

Decided:

- (1) that the performance information contained in the report be endorsed; and
- (2) that it be noted that further reports on performance will be submitted to future meetings of the Committee.

732 Modernisation and Efficiency Programme - Progress Report 732

There was submitted a report by the Corporate Director Improvement & 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; and
- (2) that the funding position of the Modernisation and Efficiency Programme and the Future Operating Model as detailed in appendices 2 and 3 of the report be noted.

733 Audit Scotland - Annual Report to Members and the Controller of Audit 2008/09 733

There was submitted a report by the Corporate Director Improvement & Performance appending Audit Scotland's Annual Report to Members and the Controller of Audit 2008/09.

Mr P Tait and Ms E Boyd of Audit Scotland were present and spoke to the report.

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

Decided:

- (1) that the Committee endorse the contents of the Annual Report to Members and the Controller of Audit 2008/09 as set out in appendix 1 to the report; and
- (2) that the report be submitted to the Audit Committee for consideration of those issues which fall within that Committee's remit.

734 2010/14 General Fund Revenue Budget and Capital Programme**734**

There was submitted a report by the Chief Financial Officer (1) providing an update in respect of the 2010/14 Budget and (2) seeking approval for the proposed process and timetable.

Decided:

- (1) that the proposed budget timetable as outlined in the report be approved;
- (2) that the Committee endorse the programme based savings process outlined in the report and agree that a report detailing the proposed workstreams and savings targets be submitted to the meeting of the Committee in February 2010; and
- (3) that it be agreed that a 2010/14 Capital Programme be prepared in light of the expected reduction in resources in order that it can be approved at the February 2010 meeting of the Committee.

735 Implementation of the Future Operating Model - Progress Report**735**

There was submitted a report by the Corporate Director Improvement & Performance providing an update on progress with the implementation of the Future Operating Model.

Decided:

- (1) that the Committee note the progress made by the Core Project Team in delivering Phase 1 of the Future Operating Model over the last 4 months including the successful launch of the Council's Customer Service Centre;
- (2) that it be agreed that the Council should develop and implement Phase 2 of the Future Operating Model, as agreed in May 2009, and it be noted that the implementation of Phase 2 will result in the delivery of savings identified in the 2010/11 Budget of £261,000;
- (3) that it be agreed that further work be undertaken to ensure the effective integration of the Release Schedule for the Future Operating Model with the overall Budget Programme, particularly the new management structure and asset management proposals; and
- (4) that it be agreed that a further report on progress with the implementation of the Future Operating Model be submitted to a future meeting of the Committee.

736 Review of Corporate Debt Policy and Benefit Control Team Fraud and Sanctions Policies**736**

There was submitted a report by the Chief Financial Officer appending the Council's Corporate Debt Policy and Benefit Control Team (BCT) Policies which require to be approved on a triennial basis.

Decided:

- (1) that the Committee approve the Corporate Debt Policy detailed in appendix 1 to the report; and

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

(2) that the Committee note and approve the Benefit Control Team (BCT) Policies detailed in appendices 2, 3 and 4.

737 Publication of Scottish Index of Multiple Deprivation 2009 Report 737

There was submitted a report by the Corporate Director Improvement & Performance providing a summary of the recently published Scottish Index of Multiple Deprivation 2009 report.

Decided:

- (1) that the summary of the Scottish Index of Multiple Deprivation 2009 report detailed in the appendix to the report be noted; and
- (2) that a further report by the SOA Programme Board on the response of the Council and Inverclyde Alliance to the Scottish Index of Multiple Deprivation be submitted to the Committee.

738 Implementation of InForm - Progress Report 738

There was submitted a report by the Corporate Director Improvement & Performance providing an update on the implementation of InForm, the Corporate Comments, Compliments and Complaints Framework for the Council.

Decided: that the Committee note the progress made with the implementation of InForm and agree that future management information on the operation of InForm be incorporated into the Corporate Performance Report.

739 "See Me" Pledge 739

There was submitted a report by the Acting Director Social Care requesting that the Council sign up to the "See Me" pledge detailed in appendix 1 to the report.

Decided:

- (1) that it be agreed to sign up to the "See Me" pledge in order to demonstrate Inverclyde Council's commitment to employees and customers by endorsing the approach of tackling stigma and discrimination in the workplace as well as in service delivery;
- (2) that the Committee endorse the local strategic approach outlined in the report and ensure that mental health improvement developments are given continuing focus as part of the overall Council work programmes;
- (3) that the Committee recognise the importance of the links to the wider remits and approaches through equality, diversity, human rights, social inclusion etc and also the linkages to the delivery of all the local outcomes of the Single Outcome Agreement (SOA), particularly in the areas of health inequalities, alcohol misuse/problematic drinking and tackling childhood poverty; and
- (4) that further reports outlining progress on the action plan priorities be submitted to the Committee.

740 Responding to the Economic Downturn - Progress Report 740

There was submitted a report by the Corporate Director Improvement & Performance providing an update on the actions taken by the Council to manage the impact of the economic downturn at a corporate and service level.

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

Decided:

- (1) that the Committee note the positive progress made with regard to the action plan set out in appendix 1 to the report; and
- (2) that the indicators detailed in appendix 2 be approved and that these be reported on a quarterly basis through the corporate performance report.

741 Approval to Enter into National Contract for Natural Gas**741**

There was submitted a report by the Corporate Director Improvement & Performance seeking approval (1) to participate in the new collaborative National Contract for Natural Gas established by Procurement Scotland on behalf of all Scottish Public Bodies and (2) to delegate authority to the Head of Legal & Administration in terms of paragraph 10.2(ii) of the Standing Orders relating to Contracts to enter into the National Contract for Natural Gas established by Procurement Scotland.

Decided:

- (1) that in terms of paragraph 10.2(ii) of the Standing Orders relating to Contracts, delegated authority be granted to the Head of Legal & Administration, after consultation with relevant officers, to enter into the National Contract for Natural Gas detailed in paragraph 2.3 of the report at an anticipated contract value in excess of £250,000, provided that the Corporate Director Improvement and Performance is satisfied that the contract represents Best Value to the Council; and
- (2) that approval be given to the Council's entering into the National Contract for Natural Gas established by Procurement Scotland notwithstanding the terms of paragraph 26.5 of the Council's Financial Regulations.

742 Events Update - Christmas Switch-On Event, Quarriers Village**742**

There was submitted a report by the Corporate Director Regeneration & Resources requesting the Committee to consider a remit from the Regeneration Committee of 29 October 2009 relative to a Christmas Switch-On Event in Quarriers Village.

Decided: that approval be given to a Christmas Switch-On Event in Quarriers Village in 2009 and to an allocation of £1,000 from the Common Good Fund for this purpose.

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)
Insurance Fund Position as at 30 September 2009	6 & 8
Consent to Tender for Air Quality Monitoring Equipment	6 & 8
Approval to Use Specialist Consultants - Property Valuation Services	6 & 8

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

	Use of Powers Delegated to the Chief Executive - Permission to Issue Tenders for Internet Protocol Television Equipment for Prudential Schools Contract	6 & 8	
	Homologation of Decisions relating to Contractual Matters	6, 8, & 9	
	Greenock Arts Guild - Update	6, 8 & 9	
	Additional Item: Efficiency Reviews - Facilities Management	1 & 11	
743	Insurance Fund Position as at 30 September 2009		743
	There was submitted a report by the Chief Financial Officer (1) advising the Committee of the position of the Council's Insurance Fund as at 30 September 2009 and (2) requesting authority to issue tenders for insurance broking services and loss adjuster services.		
	Decided:		
	(1) that the Committee note the contents of the report and the continued significant financial benefits which the Council is achieving from the current insurance strategy; and		
	(2) that approval be given for the issue of tenders for insurance broking services and loss adjuster services to the companies detailed in the report.		
744	Consent to Tender for Air Quality Monitoring Equipment		744
	There was submitted a report by the Head of Safer Communities seeking approval to invite companies not on the list of approved contractors to tender for the supply and maintenance of air quality monitoring equipment.		
	Decided: that approval be given to invite tenders from the companies detailed in the report.		
745	Approval to Use Specialist Consultants - Property Valuation Services		745
	There was submitted a report by the Chief Financial Officer seeking approval to invite specialist consultants to tender for the valuation of various Council properties for the purposes of the Annual Accounts.		
	Decided: that approval be given to invite tenders from the consultants detailed in the report.		
746	Use of Powers Delegated to the Chief Executive - Permission to Issue Tenders for Internet Protocol Television Equipment for Prudential Schools Contract		746
	There was submitted a report by the Acting Director Education advising of the use of the powers delegated to the Chief Executive to issue tenders for the provision of Internet Protocol Television Equipment for Inverclyde Academy and Newark Primary School.		
	Noted		

POLICY & RESOURCES COMMITTEE - 17 NOVEMBER 2009

- 747 Homologation of Decisions relating to Contractual Matters 747**
- There was submitted a report by the Corporate Director Improvement & Performance (1) seeking homologation of decisions taken to negotiate contracts for (a) the services of a business analyst and (b) the services of a procurement advisor and (2) seeking approval of a list of persons suitable to carry out future contracts for the provision of business analyst support which was agreed, all as detailed in the appendix.
- 748 Greenock Arts Guild - Update 748**
- There was submitted a report by the Corporate Director Regeneration & Resources (1) providing an update on the Greenock Arts Guild project and (2) advising of the need for further revenue budget allocation to support the ongoing revenue costs of the project and the Committee agreed to the recommendations contained in the report, all as detailed in the appendix.
- The Convener being of the opinion that the undernoted report by the Head of Organisational Development & Human Resources was relevant, competent and urgent moved its consideration in terms of the relevant Standing Order to allow the Committee to take a decision on the next stage of the review process. This was agreed unanimously.**
- 749 Efficiency Reviews - Facilities Management 749**
- There was submitted a report by the Head of Organisational Development & Human Resources advising of progress made towards the implementation of the revised operational structures and the introduction of modernised working practices within Facilities Management and the Committee agreed to the recommendations contained in the report, all as detailed in the appendix.