

**POLICY & RESOURCES COMMITTEE - 2 FEBRUARY 2010**

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**Policy & Resources Committee**

**Tuesday 2 February 2010 at 3 pm**

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

**Chair:** Councillor McCabe presided.

**In attendance:** Chief Executive, Corporate Director Improvement & Performance, Corporate Director Regeneration & Resources, Chief Financial Officer, Acting Director Education, Head of Legal & Administration, Head of Environmental Services, Head of ICT & Business Transformation, Head of Organisational Development & Human Resources, Head of Safer Communities, Mr M Bingham (Corporate Communications & Public Affairs) and Legal Services Manager (Procurement, District Court & Administration).

**Apologies:** Councillor Moran.

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

**The Convener being of the opinion that the undernoted report by the Chief Executive was relevant, competent and urgent moved its consideration in terms of the relevant Standing Order to allow the Committee to consider the allocation of funding. This was agreed unanimously.**

**69 Increased Pavements/Pothole Repairs - 2009/10 69**

There was submitted a report by the Chief Executive seeking approval for the allocation of a further £200,000 to emergency pothole and pavement repairs to be carried out in 2009/10 as a response to the severe winter weather experienced during December 2009 and early January 2010.

**Decided:** that approval be given to the allocation of a one-off sum of £200,000 to pothole and pavement repairs in 2009/10 to be funded by a reduction in the balance of the Council's insurance fund.

**70 Revenue Budget 2009/10 - Period 8 70**

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 8 (30 November 2009) which projected an underspend of £740,000.

**Decided:**

- (1) that the current projected underspend of £740,000 for 2009/10, as at 30 November 2009, be noted; and
- (2) that the virement totalling £127,000 as detailed in paragraph 7.1 and appendix 5 be approved.

**71 General Fund Revenue Budget 2009/10 - Position as at 30 November 2009 71**

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 November 2009 and (2) providing an update in respect of earmarked reserves and other relevant matters.

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**Decided:**

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

**72 Capital Programme 2009/13 72**

There was submitted a report by the Chief Financial Officer on the current position of the Capital Programme 2009/13.

**Decided:**

- (1) that the current position of the 2009/13 Capital Programme be noted; and
- (2) that it be noted that as part of the forthcoming budget round the 2009/14 Capital Programme will be reviewed in light of the projected reduction in Government supported capital resources over the next spending review.

**73 Treasury Management Monitoring Report 2009/10 - Quarter 3 73**

There was submitted a report by the Chief Financial Officer summarising the Council's treasury management position and activities during quarter 3 2009/10 as required under the terms of Treasury Management Practice 6 ("TMP6") on "Reporting Requirements and Management Information Arrangements".

**Noted**

**74 Improvement & Performance Capital Programme 2008/09 - 2011/12 - Progress 74**

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.

**Noted**

**75 Improvement & Performance Directorate Performance Report 75**

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 they wish included in the report submitted to the next meeting of the Committee.

**76 Regeneration & Resources Directorate Performance Report 76**

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

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(2) that it be noted that further reports on performance be submitted to future meetings of the Committee.

**77 Modernisation and Efficiency Programme - Progress Report 77**

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.

**78 The Scottish Korean War Memorial Trust - Request by Councillor McCabe 78**

There was submitted a report by the Corporate Director Regeneration & Resources on a request by Councillor McCabe that consideration be given to a letter from the Scottish Korean War Memorial Trust seeking a contribution to the cost of a new memorial.

**Decided:** that a contribution of £1,000 from the Common Good Fund be made to the Scottish Korean War Memorial Trust.

**79 Council Tax Rebates for Energy Efficiency Scheme 79**

There was submitted a report by the Corporate Director Environment & Community Protection and the Chief Financial Officer advising of the requirement placed on the Council by the Climate Change (Scotland) Act 2009 to establish a Council Tax Rebate Scheme based on Energy Efficiency.

**Decided:**

- (1) that approval be given to the proposal outlined in paragraph 5.1 of the report to address the requirement for a Council Tax Rebates for Energy Efficiency Scheme with effect from 1 April 2010;
- (2) that authority be delegated to Officers to appoint an energy supplier to facilitate a scheme in Inverclyde for 2010/11; and
- (3) that agreement be given to the inclusion of narrative within the Council Tax leaflet 2010/11 to encourage participation in the Scheme.

**80 A Corporate Approach to External Funding 80**

There was submitted a report by the Chief Financial Officer on the steps taken to implement a corporate approach to the accessing and reporting of external funding.

**Decided:**

- (1) that the progress made in developing a corporate approach to accessing external funding be noted and welcomed; and
- (2) that it be noted that this work stream will now move on to identifying ways in which the Council can maximise the access to external funding for relevant projects which support the Council's outcomes.

**81 Hand Arm Vibration Policy 81**

There was submitted a report by the Head of Organisational Development & Human

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Resources seeking approval of a Hand Arm Vibration Policy for the Council, a copy of which was appended to the report.

**Decided:**

- (1) that approval be given to the Hand Arm Vibration Policy appended to the report; and
- (2) that the policy be supported by active promotion of Health and Safety.

**82 Implementation of Childcare Voucher Scheme**

**82**

There was submitted a report by the Head of Organisational Development & Human Resources seeking approval to advertise the Council's Childcare Voucher Scheme on the National Advertising Portal established by Procurement Scotland.

**Decided:** that approval be given to advertisement of the tender for the Council's Childcare Voucher Scheme on the National Advertising Portal.

**83 Approval to Participate in a National Contract for Postal Services**

**83**

There was submitted a report by the Corporate Director Improvement & Performance in relation to participation in a national contract for postal services.

**Decided:**

- (1) that approval be given to the Council's participation in the new national contract for postal services established by Procurement Scotland on behalf of all Scottish public bodies;
- (2) that authority be delegated to the Head of Legal & Administration in terms of Standing Order 10 (ii) to enter into the national contract for postal services established by Procurement Scotland, as detailed in paragraph 2.3 of the report, on behalf of the Council, as the anticipated contract value exceeds £250,000;
- (3) that, notwithstanding the terms of Clause 26.5 of the Council's Financial Regulations, approval be given to the Council entering into the national contract for postal services; and
- (4) that the Head of Legal & Administration put in place appropriate arrangements for the management and implementation of the contract.

**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)
<b>Update on Voluntary Severance Trawls and Releases to Date</b>	<b>1</b>
<b>Procurement of CCTV Video Encoders</b>	<b>6 &amp; 8</b>
<b>Consent to Tender for CCTV Camera Rewire</b>	<b>6 &amp; 8</b>
<b>Consent to Tender for Lead Consultants for the Execution of Works under Statutory Notices</b>	<b>6 &amp; 8</b>
<b>Approval to Use Specialist Consultants - Rating Revaluation Appeals Service</b>	<b>6 &amp; 8</b>

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|           | <b>Approval to Use Specialist Contractors - Cash Collection Services</b>  | <b>6 &amp; 8</b> |           |
|           | <b>Use of Powers Delegated to the Chief Executive</b>   | <b>6 &amp; 8</b> |           |
|           | <b>Future Provision of Early Years Services in Gourock - Remit from Education &amp; Lifelong Learning Committee</b>   | <b>1</b>         |           |
| <b>84</b> | <b>Update on Voluntary Severance Trawls and Releases to Date</b>  |                  | <b>84</b> |
|           | There was submitted a report by the Head of Organisational Development & Human Resources updating the Committee on the release of employees under the authority delegated to the Chief Executive.   |                  |           |
|           | <b>Decided:</b>   |                  |           |
|           | (1) that it be noted that 25 employees have been released by the Chief Executive under the scheme of delegation given to him; and   |                  |           |
|           | (2) that it be noted a further report will be submitted to the meeting of the Policy & Resources Committee to be held on 30 March 2010.   |                  |           |
| <b>85</b> | <b>Procurement of CCTV Video Encoders</b>   |                  | <b>85</b> |
|           | There was submitted a report by the Corporate Director Environment & Community Protection seeking approval, in terms of the Council's Standing Orders relating to contracts, to procure replacement video encoder units for the public space CCTV system from a preferred contractor.   |                  |           |
|           | <b>Decided:</b> that the Head of Safer Communities negotiate for the supply and installation of video encoders with the contractor detailed in the report.  |                  |           |
| <b>86</b> | <b>Consent to Tender for CCTV Camera Rewire</b>   |                  | <b>86</b> |
|           | There was submitted a report by the Corporate Director Environment & Community Protection seeking approval to invite companies not on the list of approved contractors to tender for rewiring works on public space CCTV cameras.   |                  |           |
|           | <b>Decided:</b> that approval be given to invite tenders from the companies detailed in the report.   |                  |           |
| <b>87</b> | <b>Consent to Tender for Lead Consultants for the Execution of Works under Statutory Notices</b>  |                  | <b>87</b> |
|           | There was submitted a report by the Corporate Director Environment & Community Protection seeking approval to invite companies not on the list of approved contractors to tender for the supply and maintenance of lead consultants for the execution of works under statutory notices. |                  |           |
|           | <b>Decided:</b> that approval be given to invite tenders from the companies detailed in the report.   |                  |           |
| <b>88</b> | <b>Approval to Use Specialist Consultants - Rating Revaluation Appeals Service</b>  |                  | <b>88</b> |
|           | There was submitted a report by the Chief Financial Officer seeking approval to invite specialist consultants to tender for a rating revaluation appeals service to assist the Council in appealing, where appropriate, non-domestic rates revaluations that come into                  |                  |           |

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effect on 1 April 2010.

**Decided:** that approval be given to invite tenders from the consultants detailed in the report and that authority be delegated to the Chief Financial Officer, in consultation with the Head of Legal & Administration, to invite tenders from local firms who express an interest and a competency in providing a rating revaluation appeals service.

**89 Approval to Use Specialist Contractors - Cash Collection Services 89**

There was submitted a report by the Chief Financial Officer seeking approval to invite specialist contractors to tender for the provision of cash collection services.

**Decided:** that approval be given to invite tenders from the contractors detailed in the report.

**90 Use of Powers Delegated to the Chief Executive 90**

There was submitted a report by the Corporate Director Regeneration & Resources advising of the use of the powers delegated to the Chief Executive since the last ordinary meeting of the Committee for the invitation of tenders from specialist contractors not on the approved list for (1) the blacksmith term contract 2009/11, asbestos removal term contract 2009/11 and asbestos removal at St Laurence's Primary School, (2) the lightning protection system upgrade 2009/10 and (3) the floor finishes term contract 2009/11 and glazing term contract 2009/11.

**Noted**

**91 Future Provision of Early Years Services in Gourrock - Remit from Education & Lifelong Learning Committee 91**

There was submitted a report by the Corporate Director Regeneration & Resources on a remit from the Education & Lifelong Learning Committee of 19 January 2010 relative to the future provision of Early Years Services in Gourrock requesting the Committee to approve virement of £45,000 from Community Services to Education Services in respect of the operation of the Binnie Street Community Centre building and the change of use of the Community Centre.

**Decided:** that approval be given to the virement and change of use of Binnie Street Community Centre.