

Ref: SL/MS

Date: 29 May 2013

**A meeting of The Inverclyde Council will be held on Thursday 6 June 2013 at 4 pm within the Municipal Buildings, Greenock.**

ELAINE PATERSON  
Head of Legal & Democratic Services

**Prior to the commencement of business, opening prayers will be offered by Rev A Sorensen**

## **BUSINESS**

### **\*\* Copy to follow**

- 1. Apologies and Declarations of Interest**
- 2. Minutes of Meetings of The Inverclyde Council, Committees, Sub-Committees and Boards**

The Inverclyde Council	(pp 149 - 155)
Audit Committee	(pp 156 - 157)
Inverclyde CHCP Sub-Committee	(pp 158 - 161)
Planning Board	(pp 162 - 167)
Environment & Regeneration Committee	(pp 168 - 176)
Education & Communities Committee	(pp 177 - 183)
General Purposes Board	(pp 184 - 186)
Policy & Resources Committee	(pp 187 - 192)
** Planning Board	(pp 193 - )

## **NEW BUSINESS**

- 3. Administrative Arrangements: Cycle of Council, Committee, Sub-Committee and Board Meetings**  
Report by Corporate Director Environment, Regeneration & Resources
- 4. Labour Group - Changes to Committee Memberships**  
Report by Corporate Director Environment, Regeneration & Resources
- 5. Update of Financial Strategy 2013/2021**  
Report by Chief Financial Officer
- 6. Proposed Traffic Regulation Order - A761 Kilmacolm Road, Port Glasgow (Part Time 20 MPH) Speed Limit Order 2013**  
Report by Corporate Director Environment, Regeneration & Resources
- 7. Proposed Traffic Regulation Order - Disabled Persons' Parking Places (On-Street) Order No. 1 2013**  
Report by Corporate Director Environment, Regeneration & Resources



8. **Proposed Traffic Regulation Order - Kilmacolm Cross, Kilmacolm Waiting Restrictions (Amendment No. 2) Order 2012**  
Report by Corporate Director Environment, Regeneration & Resources
9. **Inverclyde Carers' Charter**  
Report by Corporate Director Inverclyde CHCP

**The documentation relative to the following item 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 as detailed in the minute of the relevant Committee, Sub-Committee or Board.**

10. **Business in the Appendix**

Enquiries to - **Sharon Lang** - Tel 01475 712112

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<b>Report To:</b>	<b>The Inverclyde Council</b>	<b>Date: 6 June 2013</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report No: SL/LA/1013/13</b>
<b>Contact Officer:</b>	<b>Sharon Lang</b>	<b>Contact No: 01475 712112</b>
<b>Subject:</b>	<b>Administrative Arrangements: Cycle of Council, Committee, Sub-Committee and Board Meetings</b>	

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### 1.0 PURPOSE

- 1.1 The purpose of this report is to set out for approval the schedule of Committee cycles for the period to June 2014.

### 2.0 SUMMARY

- 2.1 The proposed cycle of Council/Committee/Sub-Committee/Board meetings for the period is detailed in the timetable set out in the appendix to the report. Appendix
- 2.2 The timetable, with the exception noted below, is based on an 8 week cycle for the Thematic Committees, CHCP Sub-Committee, Policy & Resources Committee and the Council. The Planning Board and the General Purposes Board, however, as regulatory committees, have a date set aside each month for the determination of applications and associated business.
- 2.3 The result is two cycles starting towards the end of August and concluding at the start of December and three cycles beginning in early January and concluding with the Council meeting on 5 June 2014.
- 2.4 Additionally, as last year, it is proposed to hold a meeting of the Policy and Resources Committee on Tuesday 13 August 2013 to deal with any items of business requiring consideration during the summer recess period.
- 2.5 The timetable runs as follows:-
- (a) The Planning Board will meet on the first Wednesday and the General Purposes Board on the second Wednesday respectively of each month;
  - (b) All ordinary meetings of the Thematic Committees, the CHCP Sub-Committee, the Policy & Resources Committee, the Planning Board and the General Purposes Board will normally be held at 3pm; and
  - (c) The ordinary meetings of the Council will take place at 4pm.
- 2.6 With regard to the Education & Communities Committee, it is proposed, due to the volume of business, to continue with the 3 pm start but to put back the starting time for the Education Authority business to 4.15 pm or at the conclusion of the Communities business if this is later.

2.7 As Members will be aware, in terms of Standing Orders, the Health and Social Care Committee requires to sit once a year (on a date to be determined by the Convener in agreement with the Members of the CHCP Sub-Committee) with the CHCP Sub-Committee sitting on all other occasions which would ordinarily have been a sitting of the Health and Social Care Committee. The Sub-Committee at its last meeting agreed that the annual meeting of the Health and Social Care Committee in 2013 should be on 29 August 2013.

### **3.0 RECOMMENDATION**

3.1 That the Council approve the proposed cycle of Council/Committee/Sub-Committee/Board meetings for the year to June 2014 as set out in the timetable in the appendix.

Sharon Lang  
Legal & Democratic Services



Committee/Inverclyde Council	August/September/October 2013				October/November/December 2013			
	Submission Date - 9 am	Pre-Agenda Date	Issue Agenda	Date of Meeting	Submission Date - 9 am	Pre-Agenda Date	Issue Agenda	Date of Meeting
Audit Committee	2 Aug	Mon 12 Aug - 10 am	16 Aug	<b>27 Aug</b>	27 Sept	Mon 7 Oct - 10 am	11 Oct	<b>22 Oct</b>
Inverclyde CHCP Sub-Committee	2 Aug	Mon 12 Aug - 3 pm	16 Aug	<b>29 Aug*</b>	27 Sept	Mon 7 Oct - 2 pm	11 Oct	<b>24 Oct</b>
Environment & Regeneration Committee	14 Aug	Wed 21 Aug - 2 pm	27 Aug	<b>5 Sept</b>	9 Oct	Wed 16 Oct - 2 pm	22 Oct	<b>31 Oct</b>
Education & Communities Committee	16 Aug	Mon 26 Aug - 3 pm	30 Aug	<b>10 Sept</b>	11 Oct	Mon 21 Oct - 3 pm	25 Oct	<b>5 Nov</b>
Policy & Resources Committee	30 Aug	Tues 10 Sept - 1 pm	13 Sept	<b>24 Sept</b>	25 Oct	Tues 5 Nov - 1 pm	8 Nov	<b>19 Nov</b>
Inverclyde Council	23 Sept	Mon 30 Sept - 2 pm	3 Oct	<b>10 Oct</b>	18 Nov	Mon 25 Nov - 4 pm	28 Nov	<b>5 Dec</b>

**NB** In addition, it is proposed to hold a meeting of the Policy & Resources Committee on **Tuesday 13 August 2013** to deal with any items of business requiring consideration during the summer recess period. The arrangements for this meeting are as follows:

**Submission Date** 19 July  
**Pre-Agenda Date** Mon 29 July 4 pm

**Issue Agenda** 2 Aug  
**Date of Meeting** 13 Aug

\* Annual meeting of the Health and Social Care Committee

	January/February 2014				February/March/April 2014			
<b>Committee/Inverclyde Council</b>	<b>Submission Date - 9 am</b>	<b>Pre-Agenda Date</b>	<b>Issue Agenda</b>	<b>Date of Meeting</b>	<b>Submission Date - 9 am</b>	<b>Pre-Agenda Date</b>	<b>Issue Agenda</b>	<b>Date of Meeting</b>
Audit Committee	29 Nov	Mon 9 Dec - 10 am	13 Dec	<b>7 Jan</b>	31 Jan	Mon 10 Feb - 10 am	14 Feb	<b>25 Feb</b>
Inverclyde CHCP Sub-Committee	29 Nov	Mon 9 Dec - 3 pm	13 Dec	<b>9 Jan</b>	31 Jan	Mon 10 Feb - 3 pm	14 Feb	<b>27 Feb</b>
Environment & Regeneration Committee	27 Nov	Wed 4 Dec - 2 pm	13 Dec	<b>16 Jan</b>	5 Feb	TBA	21 Feb	<b>6 Mar</b>
Education & Communities Committee	11 Dec	Mon 6 Jan - 3 pm	10 Jan	<b>21 Jan</b>	14 Feb	Mon 24 Feb - 3 pm	28 Feb	<b>11 Mar</b>
Policy & Resources Committee	10 Jan	Tues 21 Jan - 1 pm	24 Jan	<b>4 Feb</b>	28 Feb	Tues 11 Mar - 1 pm	14 Mar	<b>25 Mar</b>
Inverclyde Council	3 Feb	Mon 10 Feb - 4 pm	13 Feb	<b>20 Feb</b>	24 Mar	Mon 31 Mar - 4 pm	3 Apr	<b>10 Apr</b>

**NB** Like previous years, the meetings in January 2014 have been moved back a week because of the New Year holidays on Wednesday 1 and Thursday 2 January. As usual, the submission and pre-agenda dates for this cycle have been altered to avoid holding meetings in the week before Christmas and the week between Christmas and New Year.

	<b>April/May/June 2014</b>			
<b>Committee/Inverclyde Council</b>	<b>Submission Date - 9 am</b>	<b>Pre-Agenda Date</b>	<b>Issue Agenda</b>	<b>Date of Meeting</b>
Audit Committee	28 Mar	<u>Tues</u> 8 Apr - 10 am	11 Apr	<b>22 Apr</b>
Inverclyde CHCP Sub-Committee	28 Mar	<u>Tues</u> 8 Apr - 3 pm	11 Apr	<b>24 Apr</b>
Environment & Regeneration Committee	2 Apr	TBA	17 Apr	<b>1 May</b>
Education & Communities Committee	11 Apr	<u>Tues</u> 22 Apr - 1 pm	25 Apr	<b>6 May</b>
Policy & Resources Committee	25 Apr	Tues 6 May - 1 pm	9 May	<b>20 May</b>
Inverclyde Council	19 May	Mon 26 May - 4 pm	29 May	<b>5 June</b>

<b>PLANNING BOARD</b>			
<b>Submission Date - 9 am</b>	<b>Pre-Agenda Date</b>	<b>Issue Agenda</b>	<b>Date of Meeting</b>
25 July	n/a	30 July	<b>7 Aug</b>
22 Aug	n/a	27 Aug	<b>4 Sept</b>
19 Sept	n/a	24 Sept	<b>2 Oct</b>
24 Oct	n/a	29 Oct	<b>6 Nov</b>
21 Nov	n/a	26 Nov	<b>4 Dec</b>
12 Dec	n/a	17 Dec	<b>8 Jan</b>
23 Jan	n/a	28 Jan	<b>5 Feb</b>
20 Feb	n/a	25 Feb	<b>5 Mar</b>
20 Mar	n/a	25 Mar	<b>2 Apr</b>
24 Apr	n/a	29 Apr	<b>7 May</b>
22 May	n/a	27 May	<b>4 June</b>

<b>GENERAL PURPOSES BOARD</b>			
<b>Submission Date - 9 am</b>	<b>Pre-Agenda Date</b>	<b>Issue Agenda</b>	<b>Date of Meeting</b>
26 July	n/a	1 Aug	<b>14 Aug</b>
23 Aug	n/a	29 Aug	<b>11 Sept</b>
20 Sept	n/a	26 Sept	<b>9 Oct</b>
25 Oct	n/a	31 Oct	<b>13 Nov</b>
22 Nov	n/a	28 Nov	<b>11 Dec</b>
17 Dec	n/a	3 Jan	<b>15 Jan</b>
24 Jan	n/a	30 Jan	<b>12 Feb</b>
21 Feb	n/a	27 Feb	<b>12 Mar</b>
21 Mar	n/a	27 Mar	<b>9 Apr</b>
25 Apr	n/a	1 May	<b>14 May</b>
23 May	n/a	29 May	<b>11 June</b>

**Report To:** The Inverclyde Council                      **Date:** 6 June 2013  
**Report By:** Corporate Director Environment,  
Regeneration & Resources                      **Report No:** SL/LA/1037/13  
**Contact Officer:** Sharon Lang                      **Contact No:** 01475 712112  
**Subject:** Labour Group - Changes to Committee Memberships

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**1.0 PURPOSE**

- 1.1 The purpose of this report is to ask the Council to consider changes proposed by the Labour Group to Committee memberships as follows:

Education & Communities Committee - Councillor McIlwee to be appointed in place of Councillor Jones

Environment & Regeneration Committee - Councillor Jones to be appointed in place of Councillor McIlwee

**2.0 RECOMMENDATION**

- 2.1 The Council is asked to agree the changes to Committee memberships as set out above.

**Sharon Lang**  
**Legal & Democratic Services**

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<b>Report To:</b>	<b>The Inverclyde Council</b>	<b>Date:</b> 6 <sup>th</sup> June 2013
<b>Report By:</b>	<b>Chief Financial Officer</b>	<b>Report No:</b> FIN/43/13/AP/LA
<b>Contact Officer:</b>	<b>Alan Puckrin</b>	<b>Contact No:</b> 01475 712223
<b>Subject:</b>	<b>Update of Financial Strategy 2013/2021</b>	

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to present the revised Financial Strategy to the Council for review and approval.

## 2.0 SUMMARY

- 2.1 The 6 monthly review of the Financial Strategy has been undertaken and takes into account the February 2013 Council budget, a review of all funding models included in the appendix and the latest information in respect of the closure of the 2012/13 accounts.
- 2.2 It can be seen from table 3 in paragraph 8.8 that the latest projection is that the Council addressed a revenue funding gap over 2013/16 of £12.0 million. Indications are that the rate of savings required post 2015 will increase further.
- 2.3 It can be seen from table 4 in paragraph 8.13 that overall the Council has a funding shortfall of £1.7 million on its 3 year capital programme. This shortfall is in the context of an investment of £108 million over the 3 year period and should give no cause for concern at this point in time.
- 2.5 All the other appendices and tables have been updated as follows.

Appendix 4 Riverside Inverclyde – This has been updated to reflect 2013/16 budget decisions.

Appendix 5 School Estate Management Plan – This reflects the latest phasings and decisions.

Appendix 6 Leisure Strategy – This reflects the latest reported position.

Appendix 7 General Fund Reserves – This reflects the decisions taken as part of the budget and the projected out-turn for 2012/13.

Appendix 8 Capital Fund – This reflects the last review of receipts which has both reduced values and delayed timing of receipts.

Appendix 9 – Repairs and Renewals Fund – This reflects the projected position in the 2012/13 year end accounts.

Appendix 10 AMP – This reflects the latest projected figures taking into account latest information and decisions including the BPR scheme.

Appendix 11 – Vehicle Replacement Programme – Reflect latest information and budget savings.

- 2.6 Section 12 reflects the identified risks to the Financial Strategy and mitigating actions whilst Appendices 1 to 3 highlights the major short/medium/long term issues the Council needs to be aware of which could materially impact on the figures presented.

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2.7 Overall the Financial Strategy confirms the significant challenges facing the Council in the coming years and is in line with the Council's 2013/16 Revenue Budget.

### **3.0 RECOMMENDATION**

3.1 It is recommended that the Council approve the latest revision of the Financial Strategy.

Alan Puckrin  
Chief Financial Officer



Financial Strategy

2013/14 – 2020/21

June, 2013



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## **Appendices**

Appendix 1 - Short-Term Issues

Appendix 2 - Medium-Term Issues

Appendix 3 - Long-Term Issues

Appendix 4 - Riverside Inverclyde Funding Details

Appendix 5 – School Estate Management Plan Funding Details

Appendix 6 – Leisure Strategy Funding Details

Appendix 7 – General Fund Reserves

Appendix 8 – Capital Fund

Appendix 9 – Repairs & Renewals Fund

Appendix 10 – AMP Funding Details

Appendix 11 – Vehicle Replacement Programme

## 1.0 Foreword

This latest revision of the Council's Financial Strategy has been undertaken at a time of continued economic turbulence.

Given the challenging economic situation, and the significant financial issues we will face over future years, it is essential that the Council updates its Financial Strategy regularly to ensure it provides a practical framework within which policy choices can be identified, debated and approved.

The approval of this revised Financial Strategy demonstrates that we are clear both about the outcomes we want to achieve for our communities and the financial challenges that need to be addressed if we are to successfully deliver on these outcomes.

To provide a clear, consistent strategic direction for the Council the following outcomes were agreed for the Financial Strategy – it will ensure that:

- **the Council has a comprehensive, coherent, balanced budget;**
- **the Council reviews the level of Council Tax annually in the context of the Financial Strategy, to determine an appropriate level in the best interests of the people of Inverclyde;**
- **resources are allocated and deployed to facilitate delivery of the outcomes in the Corporate Statement and Single Outcome Agreement and Corporate Directorate Improvement Plans;**
- **all key strategic decisions on the allocation and deployment of resources are made within the appropriate financial context;**
- **Members can take full account of the impact of decisions on the overall financial resources of the Council in the short, medium and long term;**
- **there is a high level of confidence in the financial management of the Council;**
- **the Council has flexibility to address new policy requirements, or significant changes to existing policies, within overall available financial resources;**
- **resources are invested effectively, efficiently and on a sustainable basis;**
- **there is continued improvement in the delivery of major projects;**
- **there remains a focus on securing efficiencies across the organisation;**
- **a significant proportion of efficiencies secured are invested in improving service quality, delivering new infrastructure, enhancing service levels and upgrading existing assets;**
- **there is an increased level of understanding on behalf of the wider community with regard to the finances of the Council.**

The primary financial challenge facing the Council over the next three years, given the impact of the economic downturn on public sector expenditure, will be to stay within the approved revenue budget and deliver a capital programme that continues to maintain a high level of investment in key infrastructure.

There is no doubt that setting the 2013/16 budget generated options that required difficult decisions. One of the main challenges for the Council is therefore forward planning, preparatory investment and a sufficient lead in period prior to implementation of both savings and investment.

Given the difficult position the Council faces on capital expenditure, it is essential that future capital expenditure proposals are largely self-financing through the release of other capital assets, as well as delivering efficiencies which will secure ongoing revenue savings.

The Council will also develop a coherent, corporate approach to charging and income generation – this will include maximising external funding from sources such as the various Lottery Funds to supplement existing resources and support service delivery.

The Financial Strategy also ensures that strategic initiatives which require long term revenue and capital commitments such as Riverside Inverclyde, Leisure Strategy, Asset Management Strategy and the School Estates Management Plan are locked down.

We also need to ensure that the Financial Strategy continues to support the Corporate Statement directly, the Single Outcome Agreement for Inverclyde, and effectively link this Strategy to our Corporate Directorate Improvement Plans.

The Financial Strategy is a dynamic document and will be monitored on an ongoing basis by the Corporate Management Team and the Policy & Resources Committee. It will continue to be formally reviewed by the Council twice yearly, in June and in December.

This Financial Strategy is key to the future success of the Council – it is about making sure we have sufficient resources in place when required to deliver the outcomes we realistically can achieve for the communities of Inverclyde.

**Councillor Stephen McCabe**  
**Leader of the Council**

**John W Mundell**  
**Chief Executive**

## 2.0 What is the point of a Financial Strategy?

- 2.1 The purpose of our Financial Strategy is to provide clear direction, supported by a practical framework and explicitly defined parameters, on how the Council will structure and manage financial resources in the medium to long term to ensure they are deployed effectively to achieve corporate objectives.
- 2.2 This is not just another financial process – the Financial Strategy is integral to our Strategic Planning and Performance Management Framework which underpins the achievement of the outcomes identified the Single Outcome Agreement, Corporate Statement, and is an integral part of the Corporate Directorate Improvement Plans.
- 2.3 The requirement to develop a medium to long term financial strategy covering the next five to ten years (and in some areas up to twenty years) had been recognised by the Council for some time.
- 2.4 The Council has taken into account guidance from CIPFA when developing the Financial Strategy as well as best practice from other local authorities.
- 2.5 Our ambition is to maintain a single, coherent Financial Strategy that brings together the corporate objectives of the Council along with all the relevant financial information in a clear, accessible document covering a five to ten year period (and beyond where appropriate).
- 2.6 The value of such a Strategy is that it enables the Council to develop a better understanding of the wider policy and financial environment within which it operates, identify and respond flexibly to opportunities and threats, manage and mitigate risks and ensure that financial resources are contributing to achieving corporate objectives.
- 2.7 The Strategy will also provide information to a range of stakeholders:

**Table 1 – Stakeholder Information**

For the Council and Elected Members	to decide how available financial resources will be used
For Chief Officers, managers and employees	To help optimise the available resources and reinforce their roles in financial management arrangements
For residents	to show how the Council's Financial Strategy impacts upon service provision
For Council Tax payers	to demonstrate how the Council looks after public resources
For partners	to share the Council's vision and help identify opportunities for joint working and resourced deployment.

- 2.8 The Strategy covers the period 2013/16 in detail and also identifies issues that will impact in the longer term, so that the Council can plan ahead. It includes expenditure forecasts and projected funding, where known for key priorities.
- 2.9 Inevitably some of the information of the Financial Strategy will be based on forecasts and these will change over time - the Strategy will be reviewed regularly so that the Council can respond proactively to any such changes.
- 2.10 The inclusion of information in the Financial Strategy does not infer approval and all financial projections and issues will have to be subject to approval through the budget process.
- 2.11 The Strategic Planning and Performance Management Framework continues to develop links between the strategic planning and budgeting processes. This allows services to plan ahead, taking into account the resources available and proactively identify opportunities to achieve efficiencies or secure alternative funding sources.

### 3.0 Financial Summary

- 3.1 On 14 February 2013 the Council agreed the 2013/14 Revenue Budget.
- 3.2 The same meeting also approved the 2013/16 Capital Programme which took into account the reductions in Government Grant.

**Table 2 – Short Term Summary – Approved Revenue and Capital Budgets**

	2013/14 £million
<u>General Fund Revenue Budget</u>	193.365
<u>Financed by</u>	
Government Grant (Including NDR)	(164.728)
Council Tax	(33.014)
Approved Contribution to General Reserve	(4.377)
<u>Capital Programme (2013/14)</u>	
Approved Spend	40.87
<u>Financed by</u>	
Government Grants	7.22
Capital Receipts	0.57
Other Grants/CFCR etc	9.41
Prudential Borrowing	26.06
Resources Carried Forward from prior year	3.25
Surplus Resources	5.64

## 4.0 National Context

### *UK Context*

- 4.1 The Comprehensive Spending Review (CSR) announced by the Westminster Coalition in October 2010 provided information on Public Sector expenditure over the period 2011/15. These figures have been revised on a number of occasions and the Autumn 2012 Statement projected figures to 2017/18. The undernoted table shows the high level Revenue and Capital figures indicated for the Scottish Block over this period.
- 4.2 From the table below it can be seen that the largest funding reduction was due to occur in 2011/12. However it can be seen that in each year over the 2011/18 period the Scottish Block is reducing in real terms ie Grant is not keeping up with estimated inflation pressures.

### Real Terms Funding Changes – Scottish Budget

	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>	<u>Overall Change</u>
Revenue	26.2	25.9	25.6	25.1	24.7	23.9	23.0	(12.2%)
Capital	2.8	2.7	2.5	2.6	2.4	2.4	2.4	(14.3%)
Total	29.0	28.6	28.1	27.7	27.1	26.3	25.4	(12.4%)
Movement £billion		(0.4)	(0.5)	(0.4)	(0.6)	(0.8)	(0.9)	
Movement %		(1.4%)	(1.7%)	(1.4%)	(2.2%)	(2.9%)	(3.4%)	

- 4.3 Concerns remain that these figures are optimistic and that inflation remains stubbornly high with forecasts indicating that it will be a further two years before rates drop to the 2% target.
- 4.4 In addition growth forecasts have been reduced from 11.6% to 7.5% for the period 2012/16. This has a knock on impact to tax revenue and employment levels.
- 4.5 Continued protection of Health and Schools at a UK level mitigates some of the impact on the Scottish Block but there is an increasing view that the continued protection of these areas is not sustainable post 2015.

### *The Scottish Government*

- 4.6 The Scottish Government has confirmed that Council Tax will be frozen for the period of the Parliament, this allied to the already announced Westminster block grant position makes it all but certain that the Council's available funding will be cut in real and cash terms for the period 2012/17.
- 4.7 The Scottish Government announced 3 year Local Government grant figures in December 2011 based on a 3 Year revenue cash freeze and confirmed the 2013/14 grant figures in late November 2012. In addition further temporary reductions in Capital Grant of £120 million and £100 million were announced for 2012/13 and 2013/14. These reductions to be rephased over 2014/16.
- 4.8 The impact for Inverclyde Council was year on year cash reductions in Government Revenue grant of approximately £1.2 million (2012/13), £1.0 million (2013/14) and £1.1 million (2014/15).
- 4.9 The latest paper from the CPPR for Directors of Finance gives the following assessment of the position for Scottish Local Government:
- The total Scottish Budget is projected to experience real term cuts of 20% over the period 2009-18.
  - About half the cuts required will have been achieved by the end of 2012/13 but the majority of the revenue cuts remain to be made.



- Deepest cuts will occur over 2015/18.
- Options at a Scottish level to relieve pressure on cuts are:
  - Extend/Deepen Wage restraint.
  - End Protection for the NHS.
  - Increase Taxes or Borrowing (within limits available).
- At some point the perceived advantages of protecting the NHS & Higher Education are likely to be outweighed by the negative implications of increasingly large cuts elsewhere.

4.10 The Government has emphasised that for the current Spending Review, Local Authority funding is guaranteed and any NDR shortfall will be funded by the Government however, it is not clear how this would be dealt with post 2014/15.

4.11 Based on the above it is clear that Local Government faces a continued squeeze on resources for the foreseeable future which will require clear prioritisation and inevitably a review of some of the universal service provision policies at both a national and local level.

4.12 The Scottish Bill received Royal Assent on 1<sup>st</sup> May 2012 and has been described as the largest transfer of financial powers to Scotland since the creation of the UK.

4.13 The main provisions are:

Income Tax – A new Scottish Rate of income tax to be in place from April 2016. Income Tax to be reduced by 10% and thereafter the Scottish Parliament will set a rate of income tax.

Capital Borrowing – A new £2.2 Billion capital borrowing power to be in place by April 2015.

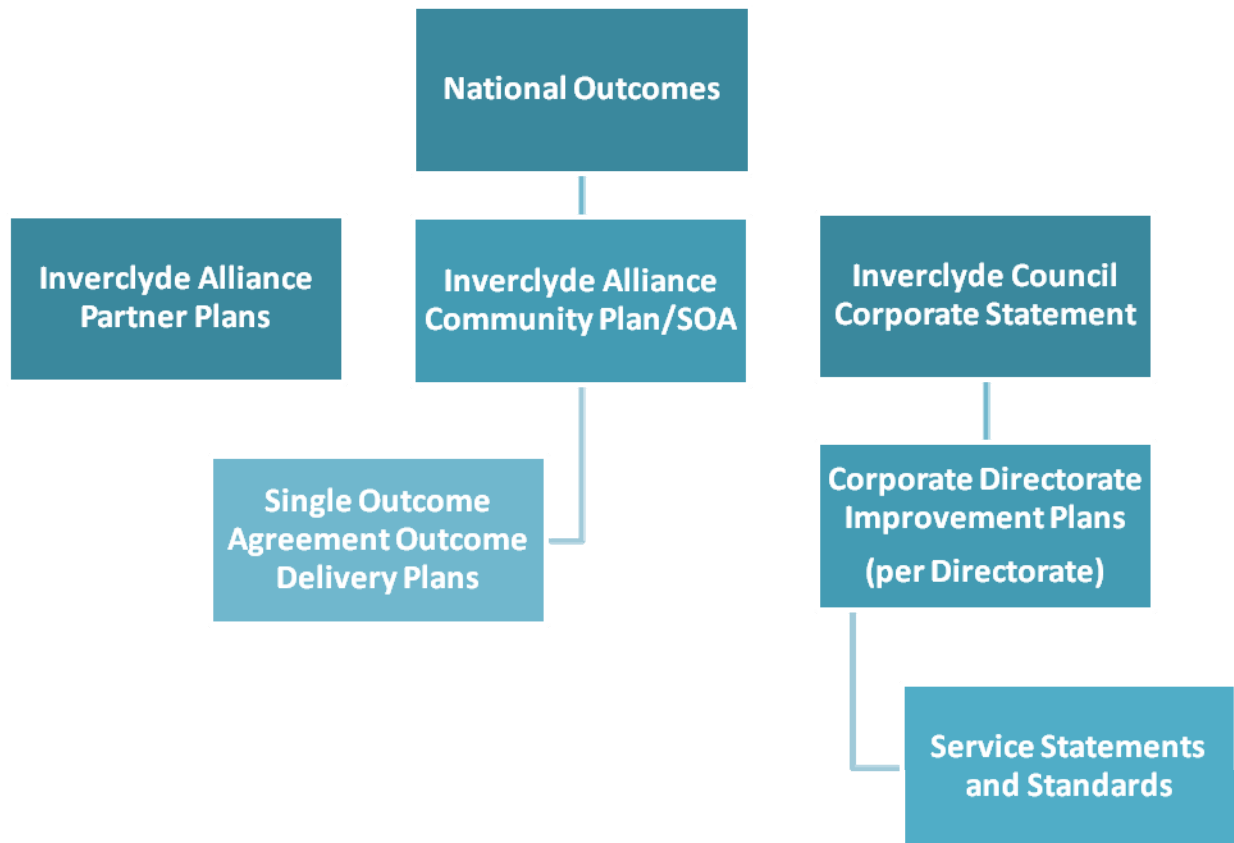
Short Term Borrowing – A limit of £0.5 Billion for short term borrowing to be in place to help manage volatility in tax receipts.

Stamp Duty/Land Tax/Landfill Tax – These taxes will be fully devolved and will be levied and collected in Scotland effective from April 2015 (and administered by Revenues Scotland).

New Taxes – A wider power to introduce new taxes (subject to agreement with the UK Government).

## 5.0 Local Context

- 5.1 The local environment within which the Council operates has changed significantly in recent years and will alter further in future years due to the impact of national legislation and policy, further economic turbulence, societal changes and developing customer expectations.
- 5.2 The overall strategic framework within which the Council operates is outlined in the Strategic Planning and Performance Management Framework which has recently been reviewed and streamlined. The Framework includes the Single Outcome Agreement, the Corporate Statement, Corporate Directorate Improvement Plans and the Financial Strategy.
- 5.3 The revised Strategic Planning and Performance Management Framework is shown in Diagram 1.



- The **National Outcomes** are set by the Scottish Government and sit within a National Performance Framework. These outcomes are an overarching guide for the local community planning partnership document, the Single Outcome Agreement.

The Council has agreed that the [Single Outcome Agreement](#) will act as the **Community Plan** for the Inverclyde area. The current SOA will run from 2012 to 2017 and will be subject to a further minor review in 2013 to match guidance which will be released by the Scottish Government, following the Review of Community Planning and SOAs. The SOA is the high level strategic partnership document setting out the vision and direction for the Inverclyde area, as agreed by all the Inverclyde Alliance partner organisations. The outcomes are based on evidence of the key issues and challenges for the Inverclyde area and through community engagement. They set out what we want to achieve for all the communities of Inverclyde.

- The **SOA Outcome Delivery Plans** set out the Partnership actions and projects which will contribute to the achievement of the SOA outcomes and are expressed through the wellbeing indicators (as set out in the SOA, see below in 5.5) to help better understand their impact on a crosscutting basis.

- A **Corporate Statement** has replaced the Corporate Plan. This is a public facing, focused statement setting out the Council's vision. The Corporate Statement also reflects the eight local outcomes and the wellbeing indicators from the SOA and sets out, at a high level, what the Council will do to deliver on the eight local outcomes. It also sets out the high level budget by key services.
- **Corporate Directorate Improvement Plans** set out the vision for each Directorate. The Plan covers two broad areas, the first being corporate cross cutting improvement actions and the second Directorate Improvement actions. These improvement actions are based on robust self evaluation and referenced to community outcomes and wellbeing indicators.
- **Service Statement and Standards** set out what services do on a day to day basis and will not change significantly year on year, but will be refreshed to reflect any structural or legislative changes. It is a public facing document which also sets out a summary of the financial and employee resources allocated to run the service. Service standards are also reflected in the Service Statements, setting out what quality standards the service follows and what customers can expect.

#### *Outcomes for Inverclyde*

- 5.4 The focus of the Strategic Planning and Performance Management Framework is on addressing the main challenges facing the area, and the eight outcomes set out in the SOA are the agreed priority areas for all partners to work together on, covering the areas of:
- Repopulation
  - Social Regeneration/Area Renewal
  - Economic Regeneration and Employability
  - Health Inequalities
  - Alcohol Misuse
  - Best Start in Life for children and young people
  - Environment
  - Continuously improving, best value services
- 5.5 There are also a series of **wellbeing outcomes**, which the Inverclyde Alliance, including the Council, has adopted, which have been adapted and expanded from 'Getting it Right for Every Child' , to help us work towards 'Getting it Right for Every Child, Citizen and Community'. The wellbeing outcomes cover the core areas of Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included.
- 5.6 A key challenge for the Inverclyde Alliance, and the public agencies, operating in Inverclyde, over the next five years will be to ensure better alignment between available resources, across all agencies, and the outcomes identified in the SOA.
- 5.7 There are some costs associated with managing and delivering the SOA, and its associated outcomes – further work will be undertaken to establish a detailed picture of resource deployment in the context of the SOA. This will be initially from a Council perspective and efforts will be made to highlight the organisation's contribution to the outcomes detailed within the SOA.

#### *Demographics and Population*

- 5.8 The most significant challenge facing Inverclyde is depopulation and associated demographic change – this has been recognised by the Council and our Partners as a priority and is reflected in the Corporate Statement and Single Outcome Agreement.
- 5.9 The fundamental issue for the Council is that at some point if the decline in population continues at the current pace then the area could become no longer sustainable as a unit of administration which would have an associated impact on other services such as health, police and fire.

- 5.10 In 2011 Census the population for Inverclyde was 81,500, a decrease of 3.2% from 84,200 in the 2001 census. In Inverclyde 14,800 (18.1%) of the population are aged 15 to 29 years. This is smaller than Scotland where 19.6% are aged 15 to 29 years. Persons aged 60 and over make up 24.6% of Inverclyde. This is slightly larger than Scotland where 23.1% are aged 60 and over.
- 5.12 Since 1985, Inverclyde's total population has fallen overall, Scotland's population has risen over this period.
- 5.13 The most recent [population projections](#)<sup>1</sup> (based on 2010 data) estimate that Inverclyde's population will drop to 66,488 by 2035, a decrease of 16.7% compared to the population in 2010, the largest projected rate of depopulation of any Council area in Scotland. In comparison, the population of Scotland as a whole is expected to increase by 10.2% between 2010 and 2035.
- 5.14 Over the 25 year period the age group that is projected to increase the most in size in Inverclyde is the 75+ age group. This is the same for Scotland as a whole.
- 5.15 The population aged under 16 in Inverclyde is projected to decline by 27% over the 25 year period. The under 16 population of Scotland as a whole is expected to increase slightly. The working age population is expected to decrease by 23.5% by 2035.
- 5.16 In the [SIMD](#) 2004, Inverclyde, locally, had 32.7% of data zones in the most deprived 15% of all data zones, however by 2006, this had increased to 38.2% . In 2009, the percentage of datazones in the most deprived 15% remained static at 38.2%, but increased in the 2012 SIMD release to 40.0%. Inverclyde's national share of the 5% most deprived data zones has increased from 1.8% in 2004 to 5.2% in 2009, but reduced to 4.3% in 2013. Locally Inverclyde has the second highest concentration of employment deprivation and health deprivation in Scotland and the third highest income deprivation.
- 5.17 Public service delivery is particularly challenging in the context of deprivation and depopulation which adds to the uniqueness of Inverclyde as an area.
- 5.18 Demographic change will have significant impact on services as funding allocated from the Scottish Government is partly based on the population of an area. Even with additional allocations to take account of deprivation the budget is likely to reduce in real terms over the next five years.
- 5.19 In terms of indicators of deprivation<sup>2</sup> the profile for Inverclyde differs significantly from the national picture, these include:
- Of the 11,690 working age key benefit claimants in Inverclyde 6050 (11.9% of the working age population) are claiming Employment Support Allowance and Incapacity Benefits.
  - 5.4% (2800) of working age benefit claimants are claiming Job Seekers Allowance. Of this, a higher proportion of 18 – 24 year olds (10.7%) are claiming than 25 – 49 year olds (6.2%) or 50 – 64 year olds (2.7%).
  - Approximately 22.9% of the population of Inverclyde are working age (16-64 yrs) out-of-work benefit claimants.
  - Approximately 13.3% of working age adults in Inverclyde have no formal qualifications.
  - Medium earnings for full time workers in 2012 in Inverclyde were £451.500 which has increased from the 2007 rate of £383 per week. This is still approximately 9.4% lower than those for Scotland as a whole, but the gap has decreased from 13%.
  - Working age people account for 64.4% of all people in Inverclyde. This is 1.2% lower than for Scotland as a whole.<sup>1</sup>
- 5.20 The projected population changes will have an impact on all service areas, particularly Education and Social Care, where there will be a need to actively manage the transition from current service delivery arrangements to new models that are built around the needs of the future population.

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<sup>1</sup> These figures are still to be updated from the 2011 census results

- 5.21 The deprivation profile will have major implications for services as research indicates that those most vulnerable to poverty are more likely to require greater interventions and a targeted focus to move out of poverty and this will come at a significant cost to public agencies.
- 5.22 The predicted demographic changes also have other implications. A decline in younger economically active people and a growth in the older, more vulnerable age group can mean there will be fewer informal carers which could result in a higher dependency on the services provided by the Community Health and Care Partnership.

*The changing public sector landscape in Inverclyde*

- 5.23 The public sector landscape has changed significantly in recent years in Inverclyde with the creation of Riverside Inverclyde, River Clyde Homes and the Community Health & Care Partnership – these new organisations join Inverclyde Leisure and the wider voluntary sector as part of a mixed economy of public service provision.
- 5.24 The development of this mixed economy of public service provision presents new challenges for the Council as it seeks to ensure that outcomes are achieved and that resources are being deployed effectively and efficiently.
- 5.25 This is particularly relevant in the context of the SOA where there will need to be a robust appraisal of whether existing service delivery arrangements across all partner agencies can effectively deliver on the agreed outcomes.
- 5.26 The Christie commission report sets out the future of public service reform, with a major emphasis on preventative spend and early intervention. Whilst the Council has to tackle the problems associated with poverty and deprivation now, it also has to look to the future, and ensure that effective intervention is put into place now, to prevent further problems from developing, which will ultimately require expensive interventions. Investment in the lives of our children and young people early on in their lives will result in a better outcomes and quality of life for them as they grow up in the Inverclyde area.

5.27 *Riverside Inverclyde*

Riverside Inverclyde is a joint initiative between the Council and Scottish Enterprise to regenerate 330 acres of the Clyde Waterfront scheduled to run from 2006/7 until 2016/17.

The development had an estimated potential and value of £342 million and will take ten years to complete, with the end result a successful living, recreational and business environment in a quality location.

The Council's contribution towards Riverside Inverclyde is £24 million over the ten year period. In addition the Council has made contributions in kind by transferring specific assets to the Urban Regeneration Company which will count towards the £24 million contribution and a further £3.1 million financial support to specific major Regeneration projects led by Riverside Inverclyde.

Recent announcements by the Scottish Government confirm that the Council's partners (Scottish Government/Scottish Enterprise) will not meet their originally envisaged contributions.

5.28 *River Clyde Homes*

River Clyde Homes is a not-for-profit housing organisation, which is run by a Board of Tenants, Council nominees and community members. It is regulated by the Government to ensure that it manages housing in the best interests of the tenants of Inverclyde, and the community as a whole.

The transfer to River Clyde Homes of all the Council housing stock was based on significantly more money being available to invest in homes and neighbourhoods and give tenants a real say in the decisions that are made about their housing, with tenants on the Board influencing policies and investment decisions.

River Clyde Homes prepared a Business Plan which gives tenants a clear understanding of what they can expect from the new organisation on key issues like improvements, repairs and rent levels. Progress against the Business Plan is reported to the Council annually in addition to which six monthly briefings are given to Members.

Government cuts have impacted on progress against the original Business Plan.

#### 5.29 *Inverclyde Leisure*

Inverclyde Leisure is a 'company limited by guarantee', not having share capital and recognised by HMRC as having charitable status. In October 2001, the Trust was asked to take responsibility for the management and delivery of Inverclyde Council's sport and recreational services.

The Leisure Trust works in close partnership with Inverclyde Council and other internal and external agencies in order to develop the highest possible service for residents and visitors to Inverclyde and so to ensure the Trust's Mission Statement is implemented.

The Council's Community Facilities transferred to Inverclyde Leisure in April 2010 and discussions are ongoing regarding the transfer of some of the new Leisure Facilities to Inverclyde Leisure.

#### 5.30 *Inverclyde Community Health Care Partnership (CHCP)*

The Council approved the move towards the establishment of an integrated Community Health and Care Partnership as part of the Management Restructure report in November 2009 which came into existence in October 2010. This latest development is leading to greater partnership working and efficiencies.

The CHCP has a combined budget of over £120 million.

## **6.0 Key Organisational Issues**

- 6.1 The Council has 3 specific Corporate Improvement Groups two of which are chaired by the Corporate Director, Environment, Regeneration & Resources and one by the Corporate Director Education, Communities & Organisational Development.
- 6.2 The first Corporate Improvement Group is the Modernisation CIG. This group coordinates the main Modernisation projects including Mobile/Home Working, Electronic Document Management, Customer Services Development and Back Office Shared Services.
- 6.3 The second CIG is the Asset Management Planning CIG. In addition to reviewing progress in respect of the Office Rationalisation AMP and Depot AMP, it reviews overall progress in respect of the School Estate Management Plan and Capital Programme. This group is supported by the Capital and Asset Management Sub Group which is chaired by the Head of Property Assets and Facilities Management.
- 6.4 The third CIG is the Performance CIG which meets on a regular basis to develop and deliver the Strategic Planning and Performance Management Framework as well as Equality and Diversity for the Council.

## **7.0 Financial Management**

### *Corporate Governance*

- 7.1 The Council positively promotes the principles of sound corporate governance within all aspects of its activities.
- 7.2 Corporate governance is about the structures and processes for decision-making, accountability, controls and behaviour throughout the Council. It is based around key principles of openness, equality, integrity and accountability.
- 7.3 The fundamental principles of corporate governance should be reflected in the various dimensions of Council business, including;
- Ensuring a community focus underpins the Council's vision and priorities;
  - Ensuring the effective delivery of local services on a sustainable basis;
  - Establishing effective management structures and processes which include clearly defined roles and responsibilities for officers;
  - Developing and maintaining effective risk management systems that form part of the Council's strategic decision making process;
  - Ensuring high standards of propriety and probity in the stewardship of the Council's funds and the management of the Council's affairs;
  - A commitment to openness in the Council's affairs and the provision of full, accurate and clear information to all stakeholders.
- 7.4 The Chief Financial Officer has been designated as "the proper officer" and is responsible for advising the Council on all financial matters.
- 7.5 The Financial Regulations approved in September 2012 are an essential component of the corporate governance of the Council.
- 7.6 The Financial Regulations are designed to facilitate the smooth running of the Council, protect its interests and the interests of members and officers, and ensure the proper administration of all the Council's financial affairs, including, Partnerships, Trading Accounts, The Common Good and Sundry Accounts.
- 7.7 Head Teachers must also comply with the Financial Regulations, with the exception of virement which is defined in the Devolved Management of Resources Scheme.

### *Roles and Responsibilities*

- 7.8 It is important to set out clearly the roles and responsibilities of the key parties involved in the Financial Strategy and the management of overall financial resources of the Council.

### *Elected Members*

- 7.9 Elected Members, through Full Council and Committees are responsible for considering and approving budgets and the Financial Strategy for the Council. Approved budgets must be financially balanced and demonstrate value for money and sustainability.



- 7.10 Throughout the year Committees receive reports which allow progress against approved budgets to be scrutinised. All members should receive appropriate training in the areas of Financial Strategy, Local Government Finance and key specialist areas such as Treasury and Risk Management.

*Corporate Management Team*

- 7.11 The Chief Executive and Corporate Directors form the CMT, chaired by the Chief Executive, who are responsible, individually and collectively, for ensuring effective financial management across the organisation.
- 7.12 As Budget Holders the CMT are responsible for the budgets delegated to deliver the services within their Directorate in line with the priorities of the Council. Whilst they may delegate this responsibility within their Directorate they remain accountable in exercising overall financial control.
- 7.13 The CMT have a specific meeting each month to consider corporate financial matters including employee costs, key budget lines earmarked reserves and work stream savings progress.

*Chief Financial Officer*

- 7.14 The Chief Financial Officer has a statutory role to ensure appropriate arrangements are in place for the proper administration of the financial affairs of the Council. He has the authority to comment and advise CMT, Chief Executive and Elected Members on all financial matters.

*Heads of Service*

- 7.15 Heads of Service are individually responsible for ensuring that the services within their remit are delivered in line with the agreed policy, and support the strategic direction of the Council. As Budget Holders they are responsible for the budgets delegated to them to deliver their service in a manner which demonstrates value for money in line with the priorities in the Corporate Directorate Improvement Plans.

*Budget Managers*

- 7.16 Responsibility for budgetary control lies with the Corporate Directors and as delegated budget holders, their Heads of Service and Service Managers. In recognition of the need to ensure budget holders are appropriately supported and trained, Finance Services has recently delivered training to all Heads of Service and Managers on Financial Governance and budgetary control issues.

*Financial Support to Services*

- 7.17 The Council agreed in November 2009 to a fundamental change in the way financial support and advice is delivered to Directorates. The approved "Hub and Spoke" model means each Directorate has a dedicated Finance Manager and Principal Accountant who, assisted by a team of Finance Officers, prepares and monitors the Directorate budget as well as providing a full range of financial advice to the Directorate.

*Internal Audit*

- 7.18 Internal Audit provide assurance to Elected Members, the Chief Executive and management that the internal processes of the Council are being managed appropriately in line with the overarching policies and outcomes are being delivered in an efficient and effective manner.

### *External Audit*

- 7.19 The role of External Audit is to provide assurance to the Auditor General and the Accounts Commission that the Council has spent public money properly to deliver outcomes in an efficient and effective manner. They also provide assurance to the Elected Members, the CMT and general public that the Council's performance is reported in accordance with the financial standards and presents a fair account of the Council's activities.

### ***Managing the Budget***

- 7.20 Committees receive five budget monitoring reports throughout the year. These are jointly prepared by the Chief Financial Officer and the relevant Corporate Director.
- 7.21 The Corporate Management Team receive and discuss a budget overview every month covering key budget lines, employee costs, earmarked reserves, progress on the approved saving workstreams and key projects with financial implications.
- 7.22 All Services receive detailed budget information five times per year and in addition are sent FMS budget reports in intervening months plus having access to real time information held on the Council's Finance Management System.

## **8.0 Financial Outlook**

- 8.1 Key financial issues are known or anticipated events and activities that have to be addressed within overall financial resources in the short-term (within 3 years), medium-term (within 5 years) or long-term (over 5 years).
- 8.2 Events and activities include efficiencies, planned savings, changes to service priorities and delivery, and known potential pressures. The financial impact of an event or activity may be one-off, recurring or time-limited.
- 8.3 The Council is due to receive Revenue Grant/Non-Domestic Rates Income of £164.728m in 2013/14.
- 8.4 When the Council's own projection of Council Tax Income based on 96.5% collection rate is added (£33.014m) then the income for the Council in 2013/14 is projected to be £197.742m.
- 8.5 The Financial Strategy runs up to 2020/21 and beyond in terms of identifying potential issues, but the revenue forecasts are limited to the period which can be reasonably forecast, 2013/14-2015/16.
- 8.6 The level of resources available to the authority to fund its revenue expenditure is also dependent on Council Tax and the approval budget shows no increase over 2013/16.
- 8.7 The Council has agreed a Reserve Strategy which requires a minimum unallocated General Fund Reserve of 2% of turnover. This equates to £4.0 million. The overall position of the Reserves shown in Appendix 7 and has been updated to reflect the latest projections. The Reserve Strategy is being reviewed at present and will be put to the Policy & Resources Committee in August 2013.
- 8.8 The projected budget position in the short to medium term, is set out in the following tables and notes for both revenue and capital. Details of the short, medium and long-term issues identified in consultation with Services are contained at Appendices 1, 2 and 3.

Table 3

Finance Strategy - May 2013

	<u>2013/14</u> <u>£m</u>	<u>2014/15</u> <u>£m</u>	<u>2015/16</u> <u>£m</u>
Base Budget for Prior Year	206.100	197.742	190.282
<b><u>UPLIFTS FROM PRIOR YEAR</u></b>			
<b><u>Inflation (Note1)</u></b>			
Pay Inflation	1.410	1.710	2.110
Other Inflation	1.760	1.900	1.900
Income	-0.143	-0.147	-0.151
	<u>3.027</u>	<u>3.463</u>	<u>3.859</u>
<b><u>Budget Increases (Note 2)</u></b>			
Corporate Pressures (movement)	1.250	0.650	1.000
Unavoidable Pressures	0.720	0.420	0.020
Loan Charges	-	0.150	0.300
Capital Programme Impact	-	-	0.100
RAMP Prudential Borrowing	0.300	-	-
	<u>2.270</u>	<u>1.220</u>	<u>1.420</u>
<b><u>Adjustments (Note 3)</u></b>			
Removal of Police/Fire Funding	-13.776	-	-
Council Tax Reduction Scheme	5.437	-5.437	-
Loan Charges Savings/Adjustments Applied	-0.750	-	-
Other Adjustments Applied	-0.681	-0.922	0.013
Contribution to Reserves - 2012/13	-4.053	-	-
Net Revenue Budget Before Savings	<u>197.574</u>	<u>196.066</u>	<u>195.574</u>
<b><u>Funded by: (Note 4)</u></b>			
Revenue Grant/NDR Income	164.728	157.268	156.168
Council Tax Income	33.014	33.014	33.014
	<u>197.742</u>	<u>190.282</u>	<u>189.182</u>
Annual Budget Before Savings (Surplus)/Deficit	<u>-0.168</u>	<u>5.784</u>	<u>6.392</u>
Cumulative Budget Gap before Savings	<u>-0.168</u>	<u>5.616</u>	<u>12.008</u>
<b><u>Savings Applied (Cumulative)</u></b>			
1% Savings November 2012	-1.137	-1.675	-1.763
Savings Applied February 2013	-0.436	-2.091	-4.772
Former Workstream Savings	-2.551	-2.857	-3.433
New Workstreams	-0.085	-0.470	-2.040
Approved Budget (Surplus)/Deficit	<u>-4.377</u>	<u>-1.477</u>	<u>0.000</u>

## Finance Strategy Notes – May 2013

### Note 1 Inflation

- a) Pay – The allowance for pay inflation is the maximum available over the 3 year period to fund all pay related pressures including the annual pay award, impacts of equal pay etc, increases in employers national insurance/pension costs and movement in service bottom up employee budgets.

A 1% increase in teachers pay will cost approximately £360,000 (2013/14) whilst a 1% increase in non-teaching pay will cost approximately £690,000 (2013/14).

- b) Other Inflation

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>
Utilities	400	400	400
Landfill Tax	260	260	260
Contracts/Other	1100	1240	1240
	<u>1760</u>	<u>1900</u>	<u>1900</u>

- c) Income – based on (2.5%) resulting in £143k 2013/14, £147k for 2014/15 and £151k for 2015/2016

### Note 2 Budget Increases

- a) Corporate Pressures - Figures reflect approvals from November 2012.
- b) Unavoidable Pressures – Reflects approvals for Living Wage, Auto Enrolment and Incremental Drift.
- c) Loan Charges Movement – 2013/16 figures reflect anticipated increase due to capital investment.
- d) Capital Programme Impact – A review of the Capital Programme Impact has resulted in no additional recurring revenue requirement for years 2013/14 & 2014/5, however, an increase is projected for 2015/16 for increased running costs arising from the Council's Capital Programme.
- e) RAMP Prudential Borrowing – Agreed to invest £300,000 per year to support increased roads infrastructure works. Initially this will be put into an earmarked reserve and the accumulated balance will also be reinvested in the RAMP.

### Note 3 Adjustments

- a) Removal of Police/Fire Funding – Due to the Police and Fire reform, the Council no longer contributes to these Joint Boards. The Council also received a commensurate reduction in General Revenue Grant.
- b) Council Tax Reduction Scheme – Reflects Government contribution to Council Tax Reduction Scheme. At present there is no confirmation for years 2014/15 and onwards.

- c) Loan Charges Movement – Figures reflect latest figures resulting from October 2012 review.
- d) Other Adjustments – Figure reflects receipt of funding from Scottish Government for Scottish Welfare Fund offset by removal of Landfill Penalties budget, residential care pressure and release of general contingency budget, plus sundry minor adjustments.
- e) Contribution to Reserves – Reflects approved one-off contribution to Reserves February 2012.

Note 4 Funded By

- a) Reflects 2013/15 Finance Settlement included in Scottish Government Circular 5/2012 and 2/2013. 2015/16 figure reflects an estimate based on 2012/15 trend.

#### 8.10 *Other Short Term Revenue Issues*

The main risks associated with the approved 2013/16 budget will be around Pay Awards, general inflation and the 2015/16 grant settlement. Regular review of the allowances and reporting to Committee will ensure officers become aware of any significant variances and report these at the earliest opportunity.

#### 8.11 *Medium to Long Term Revenue Issues*

Looking beyond 2015/16 becomes increasingly difficult with uncertainty around the level of funding likely to be available and is covered in more detail in Section 4 of the Strategy.

By 2015/16 the incremental impact of most current major initiatives including Riverside Inverclyde, Leisure Strategy and the Schools Estate Strategy will have been fully incorporated the overall Budget.

Post 2015/16 the main issues impacting on the revenue budget will be:

- **Funding will be impacted by future population change/demographic shifts and any changes to the way local government in Scotland is funded.**
- **Welfare Reform changes will impact on DWP/Government grants to the Council, Service demands on the Council and employee numbers in certain Council Services.**
- **Health/Social Care integration will be implemented over this period and whilst debate is on going regarding delivery models and governance the fundamental fact is that there is not enough money to meet increasing demand.**
- **Pension costs influenced by the impact of the changes to LGPS and Teachers Pensions, plus costs associated with the Council resizing its workforce in order to balance its budgets over the period 2013/16.**
- **The impact on Councils and employees National Insurance contributions arising from the ending of contracting out is expected to be significant.**
- **Costs associated with sustainability including waste disposal and recycling, energy and fuel costs and general procurement inflation due to increased global demand for raw materials.**
- **Overall global economic situation resulting in uncertainty around investment returns, inflation levels and further reductions in public sector funding.**

The fundamental issue for the Council is that at some point if the decline in population continues at the current pace then the area could become unviable as a unit of administration and this will have an associated impact on other local services such as health, police and fire.

#### 8.12 *Short to Medium Term Capital Projections*

The Council agreed a 3 year Capital Programme 2013/16 in February 2013 which included significant extra investment in roads infrastructure.

In addition, the Council has already approved a significant level of Prudentially Funded capital projects including investment in schools, leisure, a new depot, rationalisation of offices and vehicles.

The Council has agreed an asset disposal strategy on the premise that assets are not sold whilst the market continues to be depressed unless the Council is clear it can demonstrate Best Value is being achieved.

#### 8.13 *Long-Term Capital Projections*

There is greater certainty around capital spend for the post 2015/16 period due to the fact that the School Estate Strategy will use well over 60% of projected capital grant for at least the next 15 years.

This will leave a relatively small amount for other projects which will be required to maintain the Council's existing infrastructure asset base i.e. Operational Properties, Roads, Lighting and ICT.

Given the difficult position the Council faces on capital expenditure, it is essential that future capital expenditure proposals are largely self – financing through the release of other capital assets, as well as delivering efficiencies which will secure ongoing revenue savings.

Unless there is a substantial increase in resources from the Government or alternative funding sources are identified then the Council will face significant challenges to have sufficient capital resources to maintain it's existing asset base in the medium to long term.





## **9.0 Treasury Management**

- 9.1 Inverclyde Council has adopted the CIPFA “Treasury Management in the Public Services – Code of Practice” which sets out good practice for treasury management governance. The Council complies with legal and regulatory requirements in relation to its Treasury Management activities and has appointed consultants to provide advice on Treasury Management issues, including technical issues and the formulation of views on interest rates.
- 9.2 In complying with the Code of Practice, the Council produces a Treasury Management Practices document which sets out how the Council will manage and control its Treasury Management activities. This document is submitted to Committee for approval every three years with approval also being sought for any amendments in the intervening period.
- 9.3 Some significant changes were made to the requirements for Treasury Management reporting following the implementation of the revised CIPFA Treasury Management Code of Practice in April 2010. This has resulted in the following:
- (a) An annual Treasury Management Strategy submitted at the start of the financial year and which includes the Council’s Prudential Indicators and covers issues such as the economic situation, the prospects for interest rates, and the Council’s borrowing and investment strategy for the coming year.
  - (b) A mid-year review of the Strategy which include details of the Council’s debt and investment position, activity undertaken during the quarter, and performance to date against the Council’s Prudential Indicators and agreed policy limits.
  - (c) An Annual Report for Treasury Management which is submitted to Members before the end of September each year and which advises Members of the Treasury Management activities during the previous financial year.

It should be noted that whilst all the above reports will go to the Policy & Resources Committee for initial scrutiny, all now require to go before the Full Council for approval.

- 9.4 The table on the next page shows the Council’s debt and investments position as at 31/3/13.

**Table 5 – Council’s Debt and Investment Position – 31/3/13**

The Council’s treasury portfolio position at 31/3/13 comprised:

		<b>Principal</b>		<b>Average Rate</b>
		£000	£000	
Fixed rate funding	PWLB	121,468		3.97%
	Market	56,000	177,468	
Variable rate funding	PWLB	0		5.04%
	Market	46,943	46,943	
<b>TOTAL DEBT</b>			<b>224,411</b>	<b>4.19%</b>
<b>TOTAL INVESTMENTS</b>			<b>67,314</b>	<b>2.24%</b>

## 10.0 Reserves

10.1 A key aspect of the consideration of the Financial Strategy is the position of the General Fund Reserves. A Reserves Strategy was agreed by Council as part of the 2008/09 Budget and is in the process of being reviewed.

10.2 Reserves can be held for three main purposes:-

- A working balance to help cushion the impact of uneven cash flows - this forms part of General Reserves.
- A contingency to cushion the impact of unexpected events or emergencies which also forms part of General Reserves.
- A means of building up funds, often referred to as earmarked reserves, to meet known or predicted liabilities.

10.3 The Reserves Strategy is based on the “free” General Fund Reserve being maintained at a level of 2% of turnover. A turnover of approximately £200 million results in a “free” General Fund Reserve of £4.0 million. In the event that the Reserves are projected to fall below this level then Members must have a clear route for bringing Reserves back up to the level over the subsequent three financial years.

10.4 The Reserves Strategy also assumes the continued use of earmarked reserves. In this way, earmarked reserves can be separated from the “free” General Fund Reserve which should allow Members to more transparently track the underlying reserves position.

10.5 Within Inverclyde Council the main Reserves/Funds comprise; General Fund Reserve, Insurance Fund, Capital Fund and Repairs & Renewals Fund. The latest projected position is shown below.

10.6 (a) General Fund “Free” Reserves – This Reserve represents the Council’s contingency for unforeseen/unquantifiable events. The level of the Reserve is determined by the Reserve Strategy whilst the projected balance is reported to each Policy and Resources Committee. See Appendix 7.

Balance 31/3/16 = £5.44 million

(b) Insurance Fund – The Insurance Fund balance is required to meet Insurance Liabilities not covered by external Insurance Policies. The balance on the Fund is reviewed every 3 years by an independent actuary who comments upon not only the balance of the Fund but also the on-going internal contributions to the Fund.

Balance 30/9/12 = £4.97 million

(c) Capital Fund – The Capital Fund is a Fund into which Capital Receipt income can be paid and used to fund either capital investment or repay the Principal element of debt repayments. The balance and planned usage of the Capital Fund is incorporated into the Financial Strategy. See Appendix 8.

Balance 31/3/13 = £1.74 million

- (d) Repairs & Renewals Fund – The Repairs & Renewals Fund consists of sums received from external parties or allocated directly from Council resources which are thereafter released on a phased basis to maintain specific assets. Use of specific allocations to the Fund are agreed by Policy & Resources Committee and the overall position will be reported as part of the Financial Strategy. See Appendix 9.

Balance 31/3/13 = £0.89 million

## **11.0 Monitoring, Reporting and Review Processes**

- 11.1 The Financial Strategy should be a dynamic, relevant document and will be monitored on an ongoing basis by Finance - it will also be formally reviewed twice yearly, in May and then in November.
- 11.2 The formal review of the Financial Strategy will be reported to CMT and Full Council on a six monthly basis – there will also be capacity to review the Strategy as and when required, particularly when a new issue arises or the impact of major policy or initiative becomes clearer.
- 11.3 The Financial Strategy will only be revised if there are material changes to estimates, projections or policy which will have a financial impact however issues which may impact will be flagged up in the regular General Fund Budget reports to Policy & Resources Committee.
- 11.4 The deminimus level for a major impact requiring immediate review is 50% of the planned General Fund reserves, £2.0 million, subject to the opinion of the Chief Financial Officer.
- 11.5 The financial management principles and expectations have been communicated and are understood by all Chief Officers and budget holders.
- 11.6 The Financial Strategy has been drawn up with the full involvement of the CMT and, will be communicated throughout the organisation.

## 12.0 Risk Management

- 12.1 The Council has developed a Corporate Risk Register, Directorate Risk Registers and individual service risk registers where appropriate.
- 12.2 Further work has also been undertaken to develop a Risk Register for the Financial Strategy and the required actions to mitigate risks – these are set out in the table below.
- 12.3 The risk assessment below considers the risks to our financial position arising out of matters considered in this Financial Strategy and utilises the same methodology used for the Corporate, Directorate and Service Risk Registers.

<b>Risk</b>	<b>Management of Risk</b>
<p>The Financial Strategy does not reflect in financial terms the objectives set out in other strategic plans of the Council.</p>	<p>The Financial Strategy provides a high level overview of the various strategic plans the Council has signed up to – it acknowledges that there will inevitably be financial implications arising from the SOA and Corporate Statement but it is not possible to quantify all of these at present.</p> <p>The Financial Strategy will be updated as further information becomes available regarding these strategic plans.</p>
<p>The directorate planning process will identify a range of additional budget pressures over and above those currently considered in this Financial Strategy.</p>	<p>The Directorate Planning Guidance identifies that Corporate Directorate Improvement Plans (CDIP) should reflect the resources allocated – the need for additional resources to achieve a particular priority should be specifically identified via the Financial Strategy prior to the preparation of the CDIP.</p>
<p>Forecasts within the Financial Strategy are not accurately determined or reviewed on a regular basis.</p>	<p>The Budget and Financial Strategy set out the expected levels of expenditure and income for the future. The forecasts are arrived at through careful consideration of historic trends and actual expenditure levels and any factors which may have an impact in the future.</p> <p>It also requires a degree of estimation and assumption, such as to calculate the impact of a perceived increase or decrease in future demand as a result of demographic changes or patterns of behaviour that have a socio-economic impact.</p> <p>Throughout the financial year, the Council regularly monitors its financial performance against its budgets and will revise them where necessary, subject to remaining within the agreed overall budget for the Council.</p>

<b>Risk</b>	<b>Management of Risk</b>
The savings workstream target over 2013/16 may not be achieved leading to more savings requiring to be taken from front line Services.	Individual workstreams are reviewed by lead officers on a monthly basis and reported to the CMT. In addition progress is reported to each Policy & Resources Committee. Specific targets to be agreed for new workstreams by October, 2013.
Income budgets not achieved or become unsustainable.	Chief Officers are consulted on proposed increases in income budgets/fees and charges and have the opportunity determine the levels of individual charges to achieve the budgeted income target.  Equally, income budgets are monitored throughout the financial year and where a shortfall in income is anticipated, this is highlighted in reports to Committee.  Income forms one of the new workstreams and will under go a full review during 2013/15.
The Council has insufficient capital resources to sustain capital commitments.	The Council has already identified through the Financial Strategy a reduced reliance on capital receipts and Government Grants in the medium term.  The combination of a poor settlement and economic instability mean that the Council has to focus on maintaining key infrastructure whilst utilising prudential borrowing for specific capital projects.
Bankruptcy of a major supplier or customer which could result in the Council having to pay twice for the same service or see artificially inflated prices if a replacement service needs to be obtained at very short notice.	The Council has reviewed its procurement process and a procurement manual has been developed which includes supplier financial appraisal at PQQ stage. This will ensure that the financial position of new contractors is vetted prior to ITT stage and entering into any large contracts.  Regular reviews of financial position are undertaken for key suppliers on an ongoing basis.
Legislative changes are not anticipated and the financial impact is not addressed through the budget process of Financial Strategy.	Chief Officers are required to highlight the impact of legislative changes through the strategic planning and budgeting process and the likely resource requirement.  In addition COSLA has a key role in assessing the financial impact of changes in legislation and lobbying for Councils to be funded appropriately.
Interest rates on borrowing may be higher than forecast.	Regular review of treasury management decisions. Prudent assumptions on likely interest rates have been incorporated into Financial Strategy. Borrowing is spread to reduce impact of short-term changes.
Reserves are required to cash flow unanticipated budget shortfalls and fall below minimum recommended level.	Reserve Strategy is in place which clearly states that these must be a clear route to bring reserves back up to the minimum level over the subsequent 3 financial years.



<p>Large contracts are due to be re-tendered where costs are likely to be higher due to the current economic climate.</p>	<p>Assumptions have been built into the budget for increase in price of goods and services.</p>
<p>Revenue implications of capital programme/projects are not fully anticipated.</p>	<p>All capital projects identify revenue implications and link into Council priorities. All capital projects are subject to a robust approval process which includes a review of revenue implications.</p>

**Short-Term Issues (2013/16)**

The tables in Appendices 1, 2 and 3 have been developed through ongoing consultation with Directorates by the Chief Financial Officer to develop detailed knowledge of the issues to inform the Financial Strategy and future budget setting.

<u>Service</u>	<u>Issues Identified</u>	<u>Issues &amp; Potential Impacts</u>	<u>Action Taken</u>	<u>Responsible Officer</u>	<u>Timescale to report back</u>
Corporate	Equal Pay	Provision for outstanding claims may not be sufficient and new groups may claim.	Claims being progressed with large number of payments made December 2012. Provision to be reviewed as part of the 2012/13 accounts closure.	Alasdair Moore	September 2013
	Inflation	Uncertainty over payawards and other inflation pressures were not fully clear when settling 2013/16 budgets.	Inflation allowances to be viewed over the 3 years time frame. Regular monitoring and reporting to CMT/Members.	Alan Puckrin	December 2013
	Welfare Reform	Impact and increase in demand for Services can only be estimated. Longer term funding for Council Tax reduction scheme to be clarified.	£1.3 million recurring budget agreed as part of 2013/16 budget. Update reports going to Committee each cycle.	Alan Puckrin	On Going
CHCP	Health/Social Care Integration	Likely implementation for, as a minimum, Elderly Care. Impacts on Governance/Funding could be significant	Monitor developments, report to relevant Committees.	Brian Moore/Alan Puckrin	Ongoing but anticipated introduction in 2014/15.

Appendix 2

**Medium-Term Issues (2016/18)**

<u>Service</u>	<u>Issues Identified</u>	<u>Issues &amp; Potential Impacts</u>	<u>Action to be Taken</u>	<u>Responsible Officer</u>	<u>Timescale to report back</u>
Corporate	Reductions in other public sector partner's funding streams	As Public Sector funding reductions continue, partners are reducing their contributions to key Council priorities such as Riverside Inverclyde, CHCP etc.	Continue dialogue with partners & appointment of an External Funding Officer to identify opportunities.	Aubrey Fawcett	Ongoing
	Reduction in Council Funding	Government Funding over 2015/20 likely to be further reduced as recovery is delayed.	Await next Scottish Government Spending Review figures and factor into revised Financial Strategy.	Alan Puckrin	December 2014
	Government needs to reduce Public Sector Borrowing	Prudential Borrowing Capping and cuts to Government Capital Grant will require revision of capital plans.	Rolling 3 Year Capital Programme developed annually. SEMP already reduced funding requirement from 2015/16.	Aubrey Fawcett/ Alan Puckrin	February 2014
	Removal of key services from Council control.	Government could review Public Sector landscape which could result in loss of large parts of the Council remit and resultant impact on corporate viability.	Keep track of developments and report to Committee as required.	John Mundell	Ongoing
	Increased NI contributions due to end of contracted out pensions	The Government has indicated that it intends to introduce this change from 2017 at an estimated annual cost of £2 million to Inverclyde Council.	Keep an eye on developments and report to Committee as required.	Alan Puckrin	Ongoing

<u>Service</u>	<u>Issues Identified</u>	<u>Issues &amp; Potential Impacts</u>	<u>Action to be Taken</u>	<u>Responsible Officer</u>	<u>Timescale to report back</u>
Social Care	Ongoing Demographic demand pressures across many Social Care areas and on going drive towards Self-Directed Support and Independent Living	Continuing increased demand will put considerable pressure on "flat cash" budgets.	Ongoing review of Service Delivery models allied to clear prioritisation/charging policies has commenced as part of 2013/16 budget.	Brian Moore	Ongoing
Regeneration & Environment	Waste Strategy	Significant cost increases expected in treating residual waste from 2016/17.	Monitor Waste Strategy and report to CMT/Committee at appropriate time.	Aubrey Fawcett / Ian Moffat	February 2015
	Asset Management Plan	Current RAMP funding ends 2015/16. Funding for continued investment to be identified.	Factor proposals into 2015/18 budget.	Aubrey Fawcett/Ian Moffat	February 2015
	Riverside Inverclyde	Scheduled end of Riverside Inverclyde in 2017 requires fundamental review of future direction and resourcing	Consultants commissioned and report being prepared.	Aubrey Fawcett	October 2013
Education & Communities	School Estate Management Plan	Reduced Capital resources and corporate cost pressures may make current timescales for delivery of SEMP unachievable.	Six monthly review of all aspects of SEMP to continue. Recent review reduced reliance on Capital Grant by £0.5 million and delivered Loan Charges saving.	Albert Henderson/ Alan Puckrin / Andrew Gerrard	Ongoing

**Long-Term Issues – Post 2018**

<u>Service</u>	<u>Issues Identified</u>	<u>Issues &amp; Potential Impacts</u>	<u>Action to be Taken</u>	<u>Responsible Officer</u>	<u>Timescale to report back</u>
Corporate	Depopulation and Change of Demographics	Continued loss of grant income, over provision of infrastructure. Viability of area under threat.	Key policy priority identified in SOA and Corporate Statement. £1 million fund allocated as part of 2013/16 budget.	Aubrey Fawcett	Ongoing
	Potential changes to funding of Local Government	Major constitutional uncertainty, ongoing Council Tax freeze and devolving 10p income tax to Scotland have the potential to have a major impact on role/funding of Councils.	Monitor National developments and report as required.	John Mundell/Alan Puckrin	Ongoing
Social Care	Increase in number of Elderly and Adults with Learning Difficulties and resource implications of policy direction of Independent Living and Self Directed Support.	Significant costs associated with reshaping, expanding delivery models.	Develop as part of CHCP remit.	Brian Moore	Ongoing
Regeneration & Environment	Global Warming/Climate Change leading to rising sea levels	Significant impact on Council area with increased flooding and expenditure on sea defences.	New Flood Plan to include this issue.	Aubrey Fawcett	Ongoing
	Closure of major local employer	Could further increase rate of depopulation and would significantly impact of areas regeneration efforts.	Regular review of the Economic Strategy and how it will be delivered.	Aubrey Fawcett	As required

<u>Service</u>	<u>Issues Identified</u>	<u>Issues &amp; Potential Impacts</u>	<u>Action to be Taken</u>	<u>Responsible Officer</u>	<u>Timescale to report back</u>
Education & Communities	Waterfront Leisure Complex	By 2017 the Waterfront Leisure Complex will be 20 years old and significant investment will be required.	Prepare options for Members with sufficient lead in time. Potential proposals developed as part of a future 3 year budget	Albert Henderson / Andrew Gerrard	February 2015

Current Profile

Riverside Inverclyde  
Funding Profile  
2006/7 → 2017/18

<u>Year</u>	<u>Revenue</u> £000	<u>Capital</u> £000	<u>Asset Transfers</u> £000	<u>Major Projects</u> £000	<u>Total</u> £000
To 31/03/08	1,772	700	1,878	-	4,350
2008/9	1,840	85	1,112	-	3,037
2009/10	1,513	-	-	200	1,713
2010/11	2,100	-	-	-	2,100
2011/12	2,100	-	-	-	2,100
2012/13	1,900	-	-	-	1,900
2013/14	1,600	-	-	500	2,100
2014/15	1,500	-	-	2,100	3,600
2015/16	1,300	-	-	-	1,300
2016/17	1,300	-	-	-	1,300
2017/18	500	-	-	-	500
	<b>17,425</b>	<b>785</b>	<b>2,990</b>	<b>2,800</b>	<b>24,000</b>

Regeneration Projects consists of £2.1 million Gourrock Redevelopment, £0.5 million Port Glasgow Town Centre and £0.2 million Area Renewal Fund. In addition to the £24 million the Council will provide an additional £3.1 million towards the two major projects at Gourrock (£2.6 million) and Port Glasgow Town Centre (£0.5 million) over 2012/15.

AP/LA  
10/05/2013

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Earmarked Reserve b/fwd	1,609	2,796	2,479	2,435	2,178	2,242	2,294	2,238	2,143	2,183	2,167	1,834	1,473	1,701	1,965	2,174	2,397	2,596
Available Savings added (a)	4,167	4,417	4,654	4,752	4,752	4,752	4,752	4,752	4,752	4,752	4,752	4,752	4,817	4,817	4,817	4,817	4,817	4,817
Extra Financing (b)	3,310	3,210	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260	3,260
Prudential Schools Loan Charges (c)	-2,586	-3,589	-4,416	-4,516	-4,523	-4,530	-4,537	-4,546	-4,563	-4,573	-4,583	-4,593	-4,603	-4,613	-4,623	-4,633	-4,643	-4,653
Unitary Charge Payment (d)	-8,768	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942	-8,942
Unitary Charge Inflation Element (e)	-238	-445	-705	-976	-1,258	-1,550	-1,855	-2,172	-2,501	-2,844	-3,200	-3,571	-3,956	-4,357	-4,774	-5,207	-5,658	-6,127
Unitary Charge Funding from Inflation Contingency	238	445	705	976	1,258	1,550	1,855	2,172	2,501	2,844	3,200	3,571	3,956	4,357	4,774	5,207	5,658	6,127
One Off Costs (f)	-558	-1,143	-466	-644	-308	-305	-397	-419	-258	-295	-592	-601	-57	0	-35	0	0	0
Extra Revenue Repairs (g)	-474	-366	-230	-263	-271	-279	-288	-296	-305	-314	-324	-333	-343	-354	-364	-375	-389	-401
Unitary Charge RSG	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096	6,096
Written Back to General Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Earmarked Reserve c/fwd</b>	<b>2,796</b>	<b>2,479</b>	<b>2,435</b>	<b>2,178</b>	<b>2,242</b>	<b>2,294</b>	<b>2,238</b>	<b>2,143</b>	<b>2,183</b>	<b>2,167</b>	<b>1,834</b>	<b>1,473</b>	<b>1,701</b>	<b>1,965</b>	<b>2,174</b>	<b>2,397</b>	<b>2,596</b>	<b>2,773</b>

(a) Per figures 11/12 Budget - includes additional Clydeview savings and Port Glasgow Denominational PS remaining open. Full review of Janitors and Cleaning savings for new rates included. Reduced by £30k in 12/13 for PPP School Refuse Collection.

(b) Per 2008/9 budget and £1 million for Shared Campus approved Feb 2009 plus £160k for St Laurences refurbishment and compensating loan charges for receipts transferred to the Capital Fund. Saving of £190k from 2014/15.

(c) Assumes Inverclyde Academy, Newark Primary, Shared Campus and St Laurences refurbishment are Prudentially funded. Uses a pool fund rate of 4.5% from 2011/12.

(d) Based on Actual Unitary Charge at Jan 2011 RPI of £8.842 million plus £200k contingency 2012/13 then £100k contingency from 2013/14.

(e) Base at Jan 2013 RPI. Assumes 2.7% annual inflation (4% RPI discounted by factor of 1.5)

(f) After 2026/27 one-off costs cease. Includes £27k for IT Technician in 2013/14 only.

(g) Increased Revenue Repairs. £500k added for Primary School Repairs - £250k in 2012/13 and £250k in 2013/14.



Finance Strategy  
Leisure Strategy

## Leisure Strategy - Financial Implications

	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
<b>Capital</b>							
Ravensraig Stadium	104	28	1,357	270	53	0	1,812
Parklea Pavillion & Stadium	278	1,220	3,239	412	70	38	5,257
Rankin Park Sports Centre	110	158	94	227	949	200	1,738
Nelson St Sports Centre Refurbishment	0	0	42	490	51	22	605
South West Library Refurbishment	0	0	138	170	6	0	314
Contribution to New Community Facility (Broomhill)	0	0	0	0	50	650	700
Gourock Park Amphitheatre & DDA Works	217	99	3	4	0	0	323
Broomhill/George Road Pitches	960	50	2	0	0	0	1,012
Broomhill Park	0	187	10	2	0	0	199
Gourock Swimming Pool	37	137	1,070	728	132	0	2,104
Birkmyre Drainage	0	0	0	13	1	0	14
Contribution to Battery Park Pitch Replacement	0	0	0	68	0	0	68
Indoor Bowling Refurbishment	0	0	142	10	0	0	152
Waterfront Ice Rink	0	0	0	0	300	0	300
Unallocated Balance	0	0	0	0	0	186	186
<b>Total</b>	<b>1,706</b>	<b>1,879</b>	<b>6,097</b>	<b>2,394</b>	<b>1,612</b>	<b>1,096</b>	<b>14,784</b>

- Notes
- a Allowance in overall Finance Strategy for up to £200k of increased revenue costs from 2012/13.
- b Leisure Strategy partly funded by Sports Scotland Grant of £1m (£0.5m 2011/12, £0.482m 2012/13, £0.018m 2013/14) and a further £0.2m in 13/14 allocated for the Waterfront Ice Rink
- c Waterfront Ice Rink total cost £0.4m with balance funded from Property Services annual capital allocation.

Finance Strategy  
General Fund "Free" Reserves  
2012/16 Balance Projection

	<u>2012/13</u> £000	<u>2013/14</u> £000	<u>2014/15</u> £000	<u>2015/16</u> £000
1/ Starting Balance	10,821	20,610	15,468	8,527
2/ Budgeted Contribution to Reserves (Note 1)	4,553	4,377	1,477	0
3/ Contribution to Reserves 2012/16 (Note 2)	634	2,251	250	100
4/ Planned Use of Reserves (Note 3)	(2,312)	(11,770)	(8,668)	(3,192)
5/ Write Back to Reserves (Note 4)	4,127	0	0	0
6/ Projected Surplus (Deficit) (Note 5)	2,787	0	0	0
	<u>20,610</u>	<u>15,468</u>	<u>8,527</u>	<u>5,435</u>

RSG/NDR/Council Tax will be £200 million from 2013/14. Recommended minimum level of reserves is 2% / £4.0 million.

Notes:

- 1/ 2013/14 Figure is based on surplus reported as part of 2013/16 Budget.
- 2/ 2012/13 Figure reflects one off receipt in respect of Council's share of Police Reserves.

2013/16 Figures represent decisions taken as part of the 2013/16 Budget process as detailed below:

	<u>2012/13</u> £000	<u>2013/14</u> £000	<u>2014/15</u> £000	<u>2015/16</u> £000
Reduce 2013/16 Capital Contribution	0	450	0	0
Write back Capital Fund	0	1,000	0	0
Extra Capital Grant 2012/14	0	146	0	0
Increase Capital Programme to 1.5% Limit	0	355	0	0
RAMP Funding 2013/14 - £300k	0	300	250	100
	<u>0</u>	<u>2,251</u>	<u>250</u>	<u>100</u>

- 3/ Represents decisions taken as part of the 2012/13 and 2013/16 Budget and based on latest phasings.

<u>Approved Use of Reserves</u>	<u>2012/13</u> £000	<u>2013/14</u> £000	<u>2014/15</u> £000	<u>2015/16</u> £000
2012/13 Budget- £12.45m	(2,312)	(7,308)	(2,813)	(17)
November 2012 - £3.5m	0	(2,480)	(775)	(245)
2013/16 Budget £9.992m	0	(1,982)	(5,080)	(2,930)
	<u>(2,312)</u>	<u>(11,770)</u>	<u>(8,668)</u>	<u>(3,192)</u>

- 4/ Relates to former Landfill Tax Penalty reserve. Government has confirmed that they will not be imposing penalties.
- 5/ Figure reflects projected surplus reported to Policy & Resources Committee May 2013.

Finance Strategy  
Use of Reserves Workings

	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
<b><u>Approved February 2012:</u></b>					
Youth Employment Support	262	438	350	0	1,050
Business Support Initiative	250	350	0	0	600
Local Environment Improvement Fund	82	118	0	0	200
Greenock Town Centre	250	0	0	0	250
Greenock Town Centre Parking Strategy	0	200	100	0	300
Port Glasgow Town Centre Refresh to Town Hall	0	170	63	17	250
Birkmyre Park, Port Glasgow	0	200	0	0	200
Play Area Programme/Upgrade of Battery Park Skate Park	0	300	0	0	300
Inverkip Community Facility	0	0	300	0	300
Complete Funding Package for Watt Complex Refurbishment	0	0	1,000	0	1,000
Investment Fund for Council Owned Bowling Clubs	50	150	0	0	200
Whinhill Golf Club	18	182	0	0	200
General Support for 2012/15 Capital Programme	0	3,000	0	0	3,000
Additional Flooding Works Investment 2012/14	0	0	1,000	0	1,000
Additional Roads/Footways & Street Lighting Investment 2012/14	1,400	2,200	0	0	3,600
	<b>2,312</b>	<b>7,308</b>	<b>2,813</b>	<b>17</b>	<b>12,450</b>
<b><u>November 2012:</u></b>					
Adoption Earmarked Reserve	0	150	150	0	300
2013/16 Revenue Contingency	0	200	200	200	600
Contribution to 2013/16 Capital Programme	0	2,000	0	0	2,000
Increased costs Inverkip Community Facility	0	0	250	0	250
Increased Officer Capacity - Corporate Projects	0	130	175	45	350
	<b>0</b>	<b>2,480</b>	<b>775</b>	<b>245</b>	<b>3,500</b>
<b><u>February 2013:</u></b>					
Roads Asset Management Plan (2013/16)	0	1,100	2,400	2,400	5,900
Repopulating/Promoting Inverclyde	0	200	400	400	1,000
Community Facilities - Capital Investment	0	200	550	0	750
Community Grants	0	52	0	0	52
Play Areas/MUGA's	0	0	300	0	300
Blaes Football Park Replacement	0	0	830	0	830
Employment Support	0	100	100	130	330
Broomhill Area	0	0	250	0	250
PG Town Centre	0	0	250	0	250
Creative Scotland - Match Funding	0	250	0	0	250
Greenock Town Centre - Extra Police	0	80	0	0	80
	<b>0</b>	<b>1,982</b>	<b>5,080</b>	<b>2,930</b>	<b>9,992</b>
<b>Overall Totals</b>	<b>2,312</b>	<b>11,770</b>	<b>8,668</b>	<b>3,192</b>	<b>25,942</b>



**Finance Strategy**  
**Capital Fund**

**Appendix 8**

	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
<b>Balance B/fwd</b>	(1,733)	(1,742)	(561)	(194)	(375)	(3,399)	(3,227)	(3,052)
a Additions (Estimate)	0	(210)	(270)	(1,819)	(4,656)	0	0	0
b Interest (Estimate)	(9)	(9)	(3)	(2)	(8)	(68)	(65)	(61)
c Principal Repayments	0	400	640	640	640	240 c	240	240
d Other Payments	0	1,000	0	1,000	1,000	0	0	0
<b>Balance at Year End</b>	<b>(1,742)</b>	<b>(561)</b>	<b>(194)</b>	<b>(375)</b>	<b>(3,399)</b>	<b>(3,227)</b>	<b>(3,052)</b>	<b>(2,873)</b>

**Notes**

**a Estimated Receipts:**

- 2013/14 AMP Receipt, £0.11m, Newark House & William St SEMP, £0.1m, Mearns Centre, t'fer of funds from Communities Facilities budget
- 2014/15 Kempock, £0.2m, Wateretts Drive, Kilmacolm, £0.07m
- 2015/16 SEMP Receipts, £1.529m, includes Barmoss Nursery, Ravenscraig, Kings Glen, Lilybank & St Gabriels Primaries
- 2016/17 AMP receipts £0.29m, Strone Office & Wellington Academy SEMP Receipts, £3.875m, St Stephens. Greenock Academy, Highlanders AMP receipts £0.05m, Dalrymple House Recovery of Scottish Enterprise Clawback, £0.731m

- b £400k per Depot AMP from 2013/14, £240k SEMP from 2014/15
- c From 2017/18 it was agreed that the £400k for Depot would be met from Riverside Inverclyde funding.

**d Other Payments:**

- 2013/14 £1.0m payment to fund Loan Charges, subsequent saving in Loan Charges will help fund the RAMP.
- 2015/17 £2.0m payment to fund Loan Charges, subsequent saving in Loan Charges will fund Voluntary Severence Trawl Earmarked Reserve.

Appendix 9

**Finance Strategy  
Repairs & Renewals Fund**

	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000
Balance B/fwd	(626)	(891)	(842)	(795)	(751)	(714)
Additions:	(300)					
Inverkip Footbridge						
Maintenance Payments:						
Greenock Cut	4	14	14	14	14	14
Gallaghers/Port Glasgow Development	36	36	36	36	36	36
Inverkip Footbridge	0	4	2	2	2	6
Interest						
Greenock Cut	(2)	(2)	(2)	(3)	(5)	(5)
Gallaghers/Port Glasgow Development	(2)	(1)	(1)	(2)	(4)	(3)
Inverkip Footbridge	(1)	(2)	(2)	(3)	(6)	(6)
Balance:						
Greenock Cut	(309)	(297)	(285)	(274)	(265)	(256)
Gallaghers/Port Glasgow Development	(281)	(246)	(211)	(177)	(145)	(112)
Inverkip Footbridge	(301)	(299)	(299)	(300)	(304)	(304)
<b>Balance at Year End</b>	<b>(891)</b>	<b>(842)</b>	<b>(795)</b>	<b>(751)</b>	<b>(714)</b>	<b>(672)</b>

a It is intended from the following Finance Strategy to add in a line for Leisure Strategy Repairs & Renewals

Notes

**Finance Strategy**  
**Asset Management Plan - Offices**

	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's
Earmarked Reserve Offices	1,330	483	494	707	775	900
Earmarked Reserve b/fwd	770	665	565	565	565	565
Additional Funding (Note d)	(1,192)	(203)	159	272	276	336
Available Savings/(Cost) Added (Note a)	(152)	(204)	(436)	(694)	(716)	(719)
Loan Charges (Note b)	(273)	(247)	(75)	(75)	0	0
Further One Off Costs (Note c)	(847)	11	213	68	125	182
Net Saving/(cost) for year	483	494	707	775	900	1,082
Earmarked Reserve c/fwd						

## Notes

- a Net Revenue Savings & Costs Excluding Loan Charges. Reflects £1 million written back to reserves in 2012/13.
- b Assumes an interest rate of 4.6%
- c Further One Off costs relate to the temporary appointment of an Asset Manager as well as costs for various decants, demolitions and rental of storage area.
- d Additional funding consists of original funding allocation of £1m adjusted for:  
 £200k Workstream Saving from 2011/12  
 £30k Topslace saving from 2012/13  
 £60k Workstream Saving from 2013/14  
 £45k BPFA scheme saving from 2013/14  
 £100k Workstream Saving from 2014/15
- e Model reflects alterations as detailed in report to Environment & Regeneration Committee, 25th October 2012.



**Finance Strategy**  
**Asset Management Plan - Depots**

	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's
Earmarked Reserve Offices	310	682	1,426	1,896	1,938	1,915
Earmarked Reserve b/fwd						
Additional Funding (Note d)	500	900	900	900	900	900
Available Savings/(Cost) Added (Note a)	0	124	124	124	124	124
Loan Charges (Note b)	(64)	(211)	(504)	(982)	(1,047)	(1,047)
Further One Off Costs (Note c)	(64)	(69)	(50)	0	0	0
Net Saving/(cost) for year	372	744	470	42	(23)	(23)
Earmarked Reserve c/fwd	682	1,426	1,896	1,938	1,915	1,892

## Notes

- a Net Revenue Savings & Costs Excluding Loan Charges
- b Assumes an interest rate of 4.6%
- c Further One Off costs relate to the temporary appointment of an Asset Manager
- d Additional funding made up of:
- |                                      |       |  |
|--------------------------------------|-------|--|
| Contribution from Zero Waste Fund    | £200k | From 2010/11   |
| Contribution from Revenue Budget     | £300k | From 2012/13, original £500k allocation reduced by £200k Workstream Saving |
| Contribution from Capital Fund       | £400k | From 2013/14 to 2016/17  |
| Additional Contribution from Revenue | £400k | From 2017/18, diversion of Riverside Inverclyde budget                     |

**Finance Strategy  
Vehicle Replacement Programme**

Appendix 11

	<u>2012/13</u> £000's	<u>2013/14</u> £000's	<u>2014/15</u> £000's	<u>2015/16</u> £000's	<u>2016/17</u> £000's	<u>2017/18</u> £000's	<u>2018/19</u> £000's	<u>2019/20</u> £000's	<u>2020/21</u> £000's	<u>2021/22</u> £000's
Earmarked Reserve	0	223	341	428	462	457	423	436	427	417
Earmarked Reserve b/fwd										
<u>Capital Requirements:</u>										
Vehicle Purchases	308	171	1,198	2,840	352	1,601	277	1,225	2,940	244
Residual Value	(117)	(221)	(220)	(746)	(83)	(316)	(55)	(319)	(756)	(63)
Net Capital Requirement	191	(50)	978	2,094	269	1,285	222	906	2,184	181
Loan Charges	921	957	962	1,015	1,054	1,083	1,036	1,058	1,059	1,027
Additional Revenue Costs, Tracking System										
Loan Charges Funding Available	1,144	1,105	1,079	1,079	1,079	1,079	1,079	1,079	1,079	1,079
Annual Funding Surplus/(Shortfall)	223	118	87	34	(5)	(34)	13	(9)	(10)	22
Earmarked Reserve c/fwd	223	341	428	462	457	423	436	427	417	439

It should be noted that the model:

- a Takes into account reductions in the fleet due to BSU restructuring and the loss of the RCH Grounds contract.
- b Reflects reductions in fleet as a result of savings agreed February 2013 as well as a reduction in Loan Charges funding Available.
- c Excludes Food Waste Vehicles, due for replacement in 2017/18. If the food Waste programme is to continue beyond 2017/18 any replacement costs will be met from Service Revenue budgets.
- d Excludes Low Carbon Vehicles, due for replacement 2016/17. The purchase of these vehicles was heavily subsidised by Government Grants which may not be available in future years. If a decision is made to replace these vehicles any replacement costs will be met from available grants and Service Revenue budgets.



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<b>Report To:</b>	<b>THE INVERCLYDE COUNCIL</b>	<b>Date:</b> 6 JUNE 2013
<b>Report By:</b>	<b>CORPORATE DIRECTOR ENVIRONMENT, REGENERATION &amp; RESOURCES</b>	<b>Report No:</b> LA/1027/13
<b>Contact Officer:</b>	<b>JOANNA DALGLEISH</b>	<b>Contact No:</b> 01475 712123
<b>Subject:</b>	<b>PROPOSED TRAFFIC REGULATION ORDER – A761 KILMACOLM ROAD, PORT GLASGOW (PART TIME 20 mph) SPEED LIMIT ORDER 2013</b>	

---

## 1.0 PURPOSE

- 1.1 The purpose of the report is to introduce Traffic Regulation Order – A761 Kilmacolm Road, Port Glasgow (Part Time 20 mph) Speed Limit Order 2013.

## 2.0 SUMMARY

- 2.1 With the construction of the new “Shared Campus” secondary school, in order to improve road safety it is proposed to impose a part time 20 mph speed limit on a section of Kilmacolm Road, Port Glasgow adjacent to the school site. It is also proposed to provide, on the approach roads to this zone, notification to motorists of the change of speed restriction. The Environment & Regeneration Committee at the meeting held on 2 May 2013 agreed that The Inverclyde Council be asked to make the Traffic Regulation Order “A761 Kilmacolm Road, Port Glasgow (Part Time 20mph) Speed Limit Order 2013” in terms of the Road Traffic Regulation Act 1984 and Roads (Scotland) Act 1984 and associated Regulations.
- 2.2 The proposals have been advertised and no objections have been received.
- 2.3 There are no legal or financial implications.

## 3.0 RECOMMENDATION

- 3.1 That a Resolution is made in the following terms:
- 3.2 THE INVERCLYDE COUNCIL, incorporated under the Local Government etc. (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Section 83(2) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to permit the introduction of a part time 20 mph speed restriction all as detailed in a copy of the Order forming a supplement to the principal minute hereof, and that the Head of Environmental & Commercial Services and the Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith. Appendix

**Legal & Democratic Services**

**THE INVERCLYDE COUNCIL**

**A761 KILMACOLM ROAD, PORT GLASGOW  
(PART TIME 20 MPH SPEED LIMIT) ORDER 2013**

**TRAFFIC REGULATION ORDER**

**THE INVERCLYDE COUNCIL**

**A761 KILMACOLM ROAD, PORT GLASGOW  
(PART TIME 20 MPH SPEED LIMIT) ORDER 2013**

The Inverclyde Council in exercise of the powers conferred on them by Section 83 (2) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Constable of Strathclyde Police in accordance with Part III of Schedule 9 to the Act hereby make the following Order.

1. This Order may be cited as "A761 Kilmacolm Road, Port Glasgow (Part Time 20 mph Speed Limit) Order 2013 and shall come into operation on #####
2. In this Order the following expressions have the meanings hereby assigned to them:  
  
"vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power;
3. No person shall drive or cause or permit to be driven any vehicle (with the exception of emergency vehicles) at a speed in excess of 20 mph during such times as displayed by speed limit warning signs on the lengths of road specified in the Schedule to this Order.
4. No speed limit imposed by this Order applies to vehicles falling within Regulation 3(4) of the Road Traffic Exemptions (Special Forces) (Variation and Amendment) Regulations 2011 when used in accordance with Regulation 3(5) of those Regulations.

Sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by

**THE INVERCLYDE COUNCIL**

**A761 KILMACOLM ROAD, PORT GLASGOW  
(PART TIME 20 MPH SPEED LIMIT) ORDER 2013**

**Statement of Reasons for Proposing to Make  
the Above Order**

It is considered necessary to make the above Order to avoid danger to persons and other traffic using the road.

DRAFT

## SCHEDULE

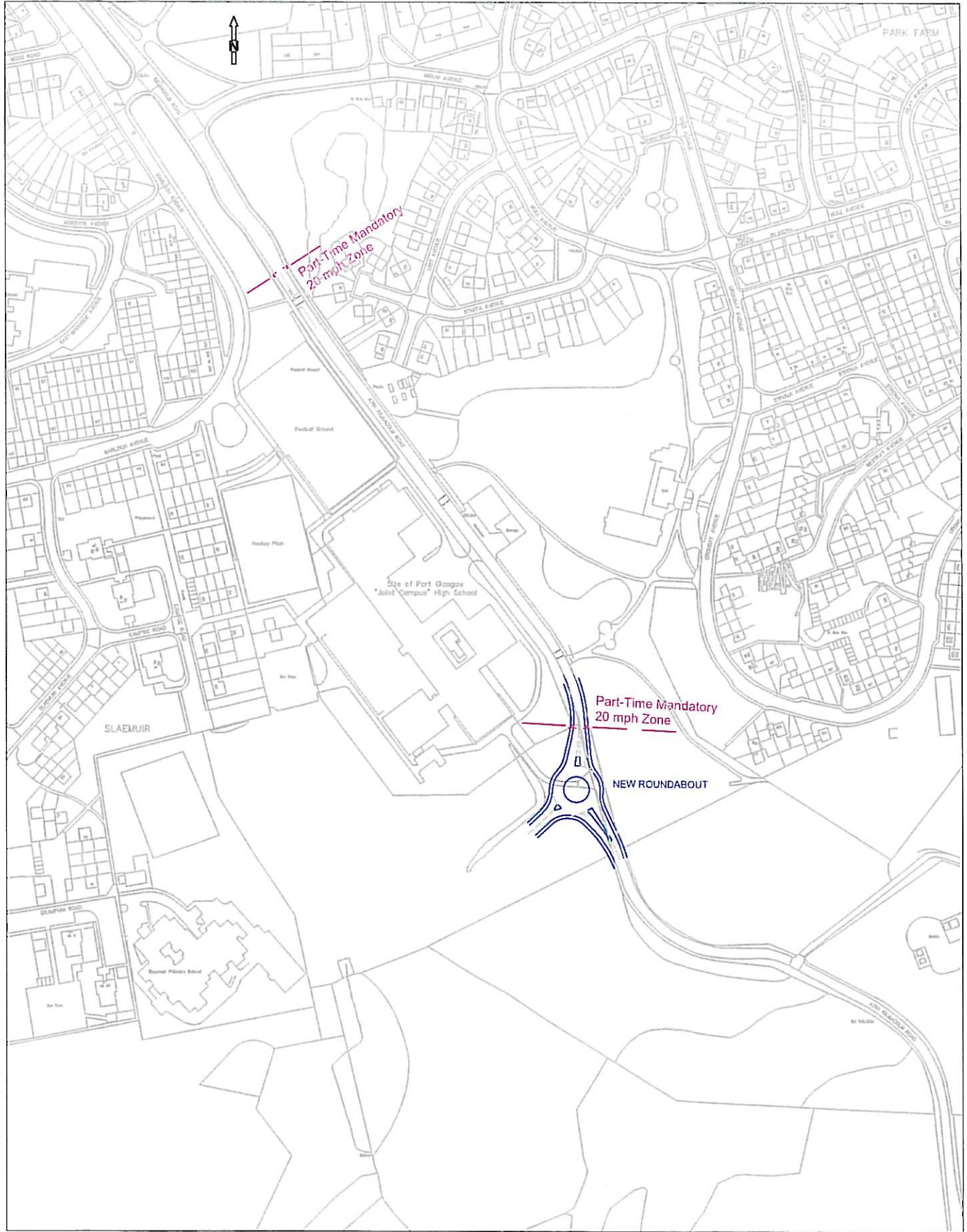
### A761 KILMACOLM ROAD, PORT GLASGOW

#### PART TIME 20 MPH SPEED LIMIT ORDER

Length of Road in Inverclyde  
within the Town of Port Glasgow

#### Kilmacolm Road

From a point 112 metres southeast of the extended north west kerblines of Arran Avenue southeastwards to a point 25 metres north of the north kerblines of the roundabout for a distance of 347 metres or thereby.



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**Transportation**  
*Section*

HEAD OF SERVICE  
Ian Moffat

Traffic Regulation Order C110  
A761 Kilmacolm Road, Port Glasgow  
Part-Time 20mph Speed Limit

Scale	: NTS	Date	: NOV 2012
Prepared by	: R.Mackay	Checked by	:
Drawn by	: R.Mackay	Approved by	:
Drawing No.	:	File No.	: 19/38

Original Drawing Size  
297x210 (A4)

71 EAST HAMILTON STREET  
GREENOCK, PA15 2UA

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<b>Report To:</b>	<b>THE INVERCLYDE COUNCIL</b>	<b>Date:</b> 6 JUNE 2013
<b>Report By:</b>	<b>CORPORATE DIRECTOR ENVIRONMENT, REGENERATION &amp; RESOURCES</b>	<b>Report No:</b> LA/1026/13
<b>Contact Officer:</b>	<b>JOANNA DALGLEISH</b>	<b>Contact No:</b> 01475 712123
<b>Subject:</b>	<b>PROPOSED TRAFFIC REGULATION ORDER – DISABLED PERSONS’ PARKING PLACES (ON STREET) ORDER NO 1 2013</b>	

---

## 1.0 PURPOSE

- 1.1 The purpose of the report is to introduce Traffic Regulation Order – Disabled Persons’ Parking Places (On Street) Order No 1 2013.

## 2.0 SUMMARY

- 2.1 In order to comply with the Disabled Persons’ Parking Places (Scotland) Act 2009, Section 5 and to provide assistance to disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended, the Environment & Regeneration Committee at the meeting held on 2 May 2013 agreed that The Inverclyde Council be asked to make the Traffic Regulation Order – Disabled Persons’ Parking Places (On Street) Order No 1 2013 in terms of the Road Traffic Regulation Act 1984, Roads (Scotland) Act 1984 and associated Regulations.
- 2.2 The proposals have been advertised and no objections have been received.
- 2.3 There are no legal or financial implications.

## 3.0 RECOMMENDATION

- 3.1 That a Resolution is made in the following terms:
- 3.2 THE INVERCLYDE COUNCIL, incorporated under the Local Government etc. (Scotland) Act 1994, RESOLVE TO MAKE as they HEREBY MAKE a Resolution under Section 32(1) and Part III of Schedule 9 of the Road Traffic Regulation Act 1984 to permit the provision of parking places for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended all as detailed in a copy of the Order forming a supplement to the principal minute hereof, and that the Head of Environmental & Commercial Services and Head of Legal & Democratic Services be authorised to take all necessary action in connection therewith.

Appendix

**Legal & Democratic Services**

**THE INVERCLYDE COUNCIL**  
**DISABLED PERSONS' PARKING PLACES**  
**(ON STREET) ORDER NO.1 2013**  
**TRAFFIC REGULATION ORDER**

DRAFT



## THE INVERCLYDE COUNCIL

### DISABLED PERSONS' PARKING PLACES (ON STREET) ORDER NO. 1 2013

The Inverclyde Council in exercise of the powers conferred on them by Sections 32(1) of the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Constable of Strathclyde Police in accordance with Part III of Schedule 9 to the Act hereby make the following Order.

1. This Order may be cited as "The Inverclyde Council Disabled Persons' Parking Places (On Street) Order No. 1 2013 and shall come into operation on ##
2. In this Order the following expressions have the meanings hereby assigned to them:
  - "vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power;
  - "parking place" means a place where a vehicle, or vehicles of any class, may wait i.e. the area of land specified in the Schedule for which the use as a parking place has been authorised by the Council under Section 32(1) of the Act;
  - "sign" means a traffic sign;
  - "disabled person's badge" means:
    - (a) a badge issued under Section 21 of the Chronically Sick and Disabled Persons Act 1970;
    - (b) a badge issued under a provision of the law of Northern Ireland corresponding to that section; or
    - (c) a badge issued by any member State other than the United Kingdom for purposes corresponding to the purposes for which badges under that section are issued;
  - "disabled person's vehicle" means a vehicle lawfully displaying a disabled person's badge;
  - "Council" means The Inverclyde Council;
3. Each area of road which is described in the Schedule and plans relative to this Order is hereby designated as a parking place.
4. The parking places designated in this Order shall only be used for the leaving of disabled persons' vehicles displaying a valid disabled person's badge.

5. The limits of each parking place designated in this Order shall be indicated on the carriageway as prescribed by The Traffic Signs Regulations and General Directions 2002.
6. Every vehicle left in any parking place designated in this Order shall stand such that no parking place is occupied by more than one vehicle and that every part of the vehicle is within the limits of the parking place provided that, where the length of a vehicle precludes compliance with this paragraph, such vehicle shall be deemed to be within the limits of a parking place if;
  - i. the extreme front portion or, as the case may be, the extreme rear portion of the vehicle is within 300mm of an indication on the carriageway provided under this Order in relation to the parking place; and
  - ii. the vehicle, or any part thereof, is not within the limits of any adjoining parking place.
7. Any person duly authorised by the Council or a police officer in uniform or a traffic warden or parking attendant may move or cause to be moved in case of any emergency, to any place they think fit, vehicles left in a parking place.
8. Any person duly authorised by the Council may suspend the use of a parking place or any part thereof whenever such suspension is considered reasonably necessary:
  - i. for the purpose of facilitating the movement of traffic or promoting its safety;
  - ii. for the purpose of any building operation, demolition, or excavation in or adjacent to the parking place or the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe, apparatus for the supply of gas, water electricity or of any telecommunications apparatus, traffic sign or parking meter;
  - iii. for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwellinghouse to another or the removal of furniture from such premises to a depository or to such premises from a depository;
  - iv. on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or
  - v. for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions.
9. A police officer in uniform may suspend for not longer than twenty four hours the use of a parking place or part thereof whenever such suspension is considered reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

10. This Order insofar as it relates to the parking places to be revoked (R) and amended, as specified in the Schedule to this Order, partially revokes and amends the On Street Parking Places (Without Charges) Orders No. 1 2004, No. 2 2006, No. 2. 2008 and No. 2 2009 and the Disabled Persons' Parking Places (On Street) Order No. 4. 2011 respectively.

Sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by ##

DRAFT

**INVERCLYDE COUNCIL**

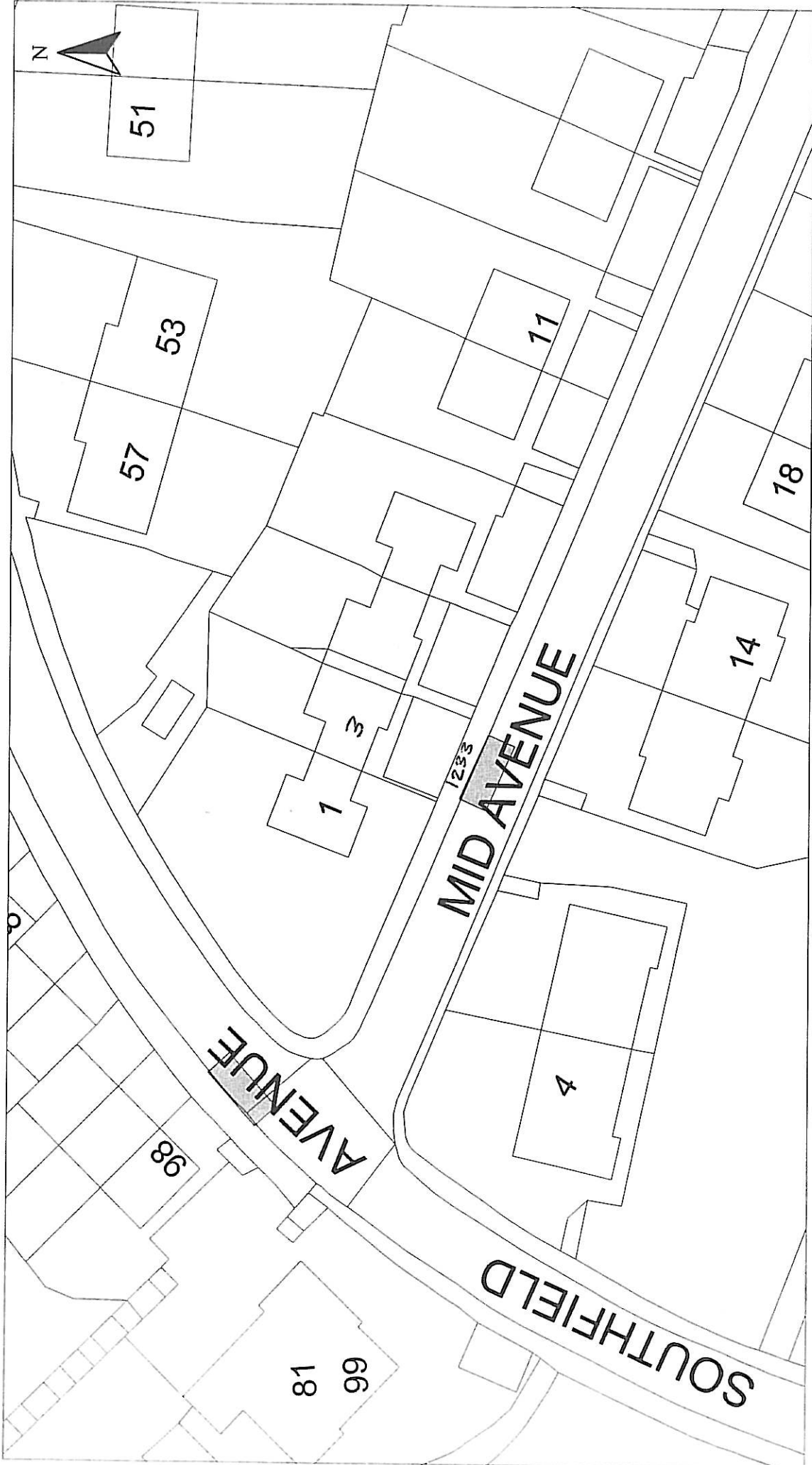
**DISABLED PERSONS' PARKING PLACES (ON STREET)  
ORDER NO. 1 2013**

**Statement of Reasons for Proposing to Make  
the Above Order**

It is considered necessary to make the above Order to provide assistance for disabled persons who hold a badge under the Disabled Persons (Badges for Motor Vehicles) (Scotland) Regulations 2000 as amended and by revoking those parking places no longer required to maximise street parking capacity.

DRAFT





HEAD OF SERVICE  
IAN MOFFAT

71 EAST HAMILTON STREET  
GREENOCK, PA15 2UA

Disabled Bays

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**DISABLED PERSONS' PARKING PLACE**

**3 MID AVENUE, PORT GLASGOW**

PLACE No. 1233

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

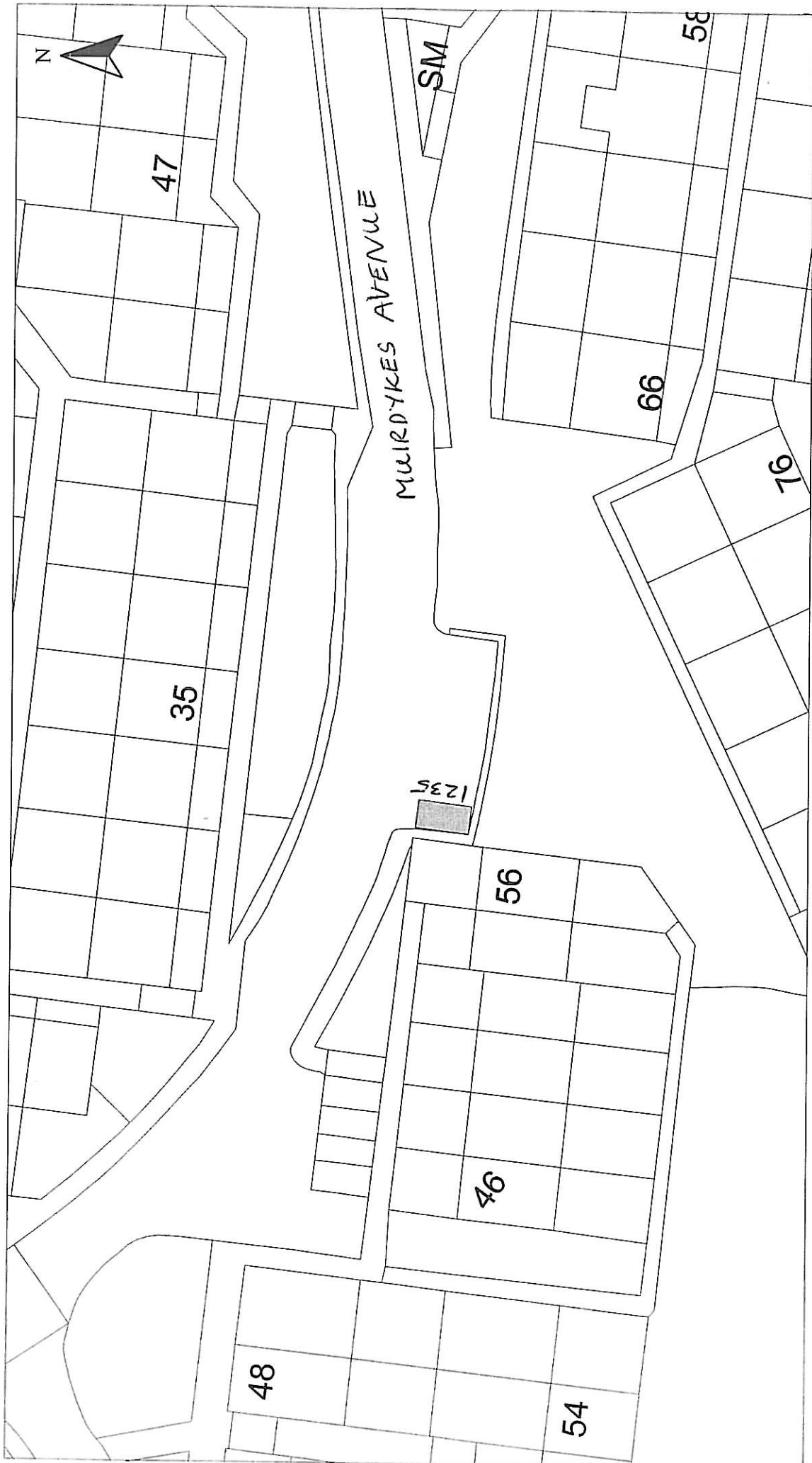
Drawing No. : 19/12

Date : NOV 2012

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Approved by :

File No. :



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**DISABLED PERSONS' PARKING PLACE**  
**56 MUIRDYKES AVE. PORT GLASGOW**  
**PLACE No. 1235**

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

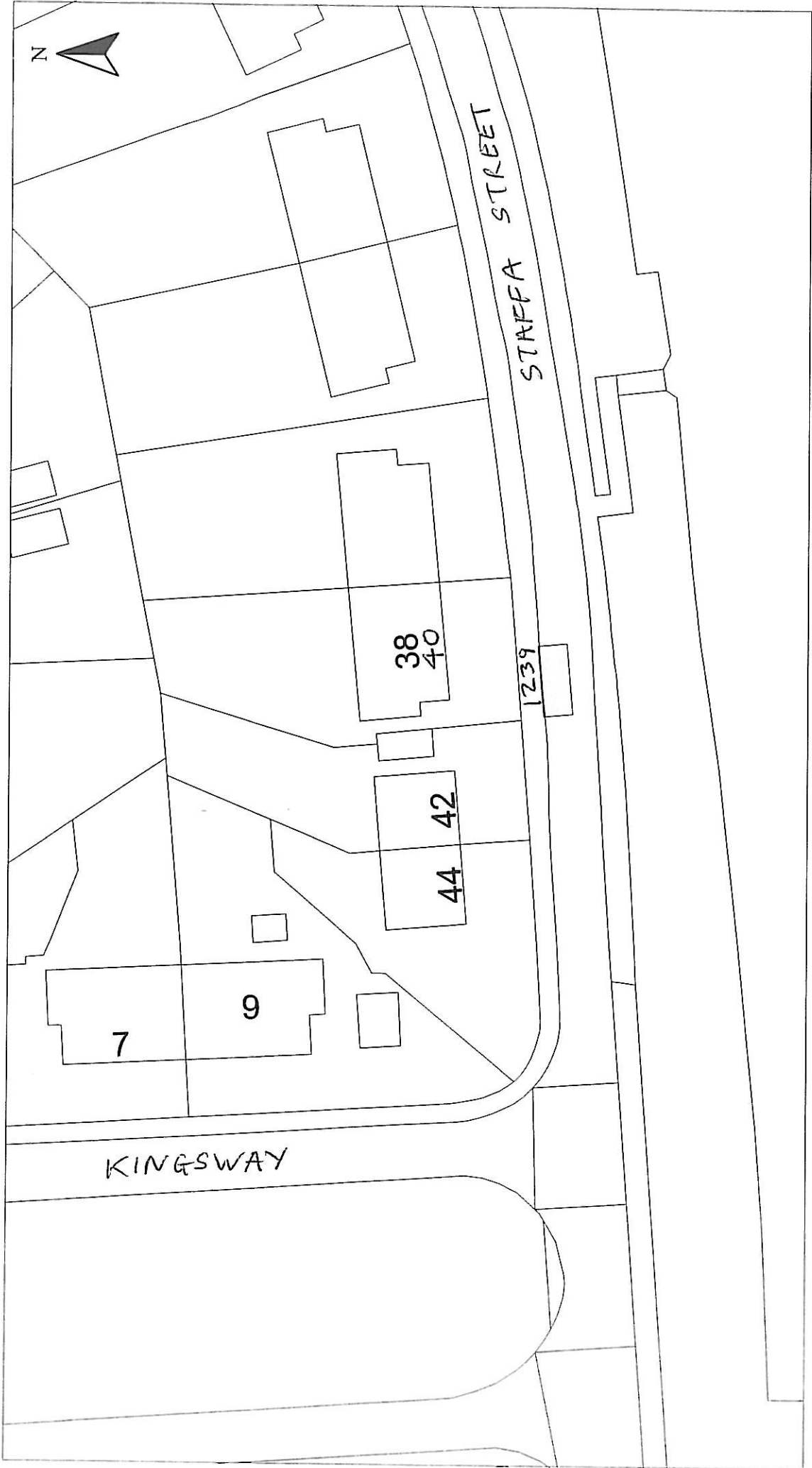
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Date : NOV 2012

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File No. : 19/12

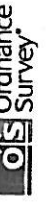


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**DISABLED PERSONS' PARKING PLACE**

**40 STAFFA STREET, GOUROCK  
PLACE No. 1239**

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

Drawing No. : 19/12

Date : NOV 2012

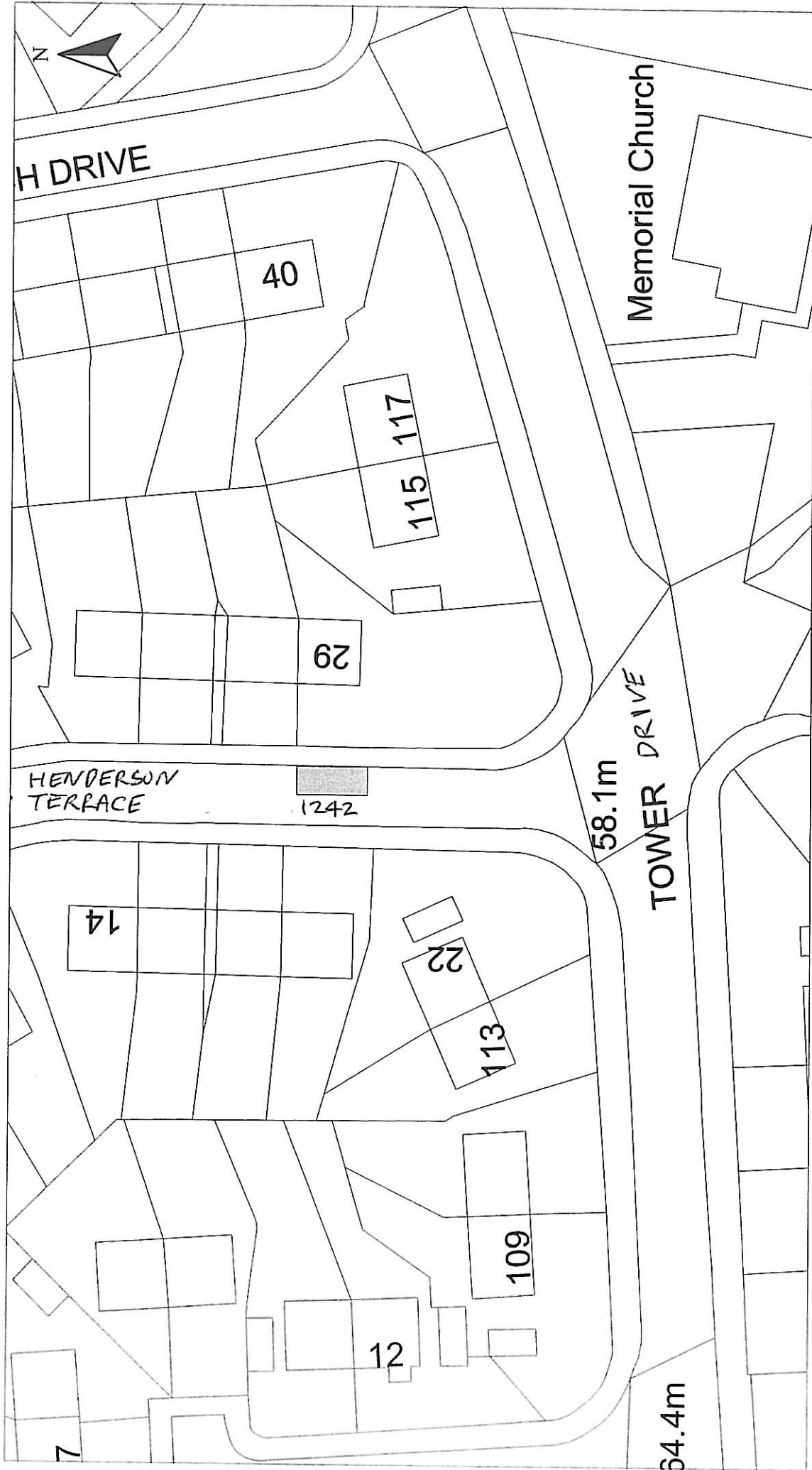
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DISABLED PERSONS' PARKING PLACE

29 HENDERSON TERRACE, GOUROCK  
PLACE No. 1242

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

Drawing No. : 19/12

Date : NOV 2012

Checked by :

Approved by :

File No. :

Disabled Bays

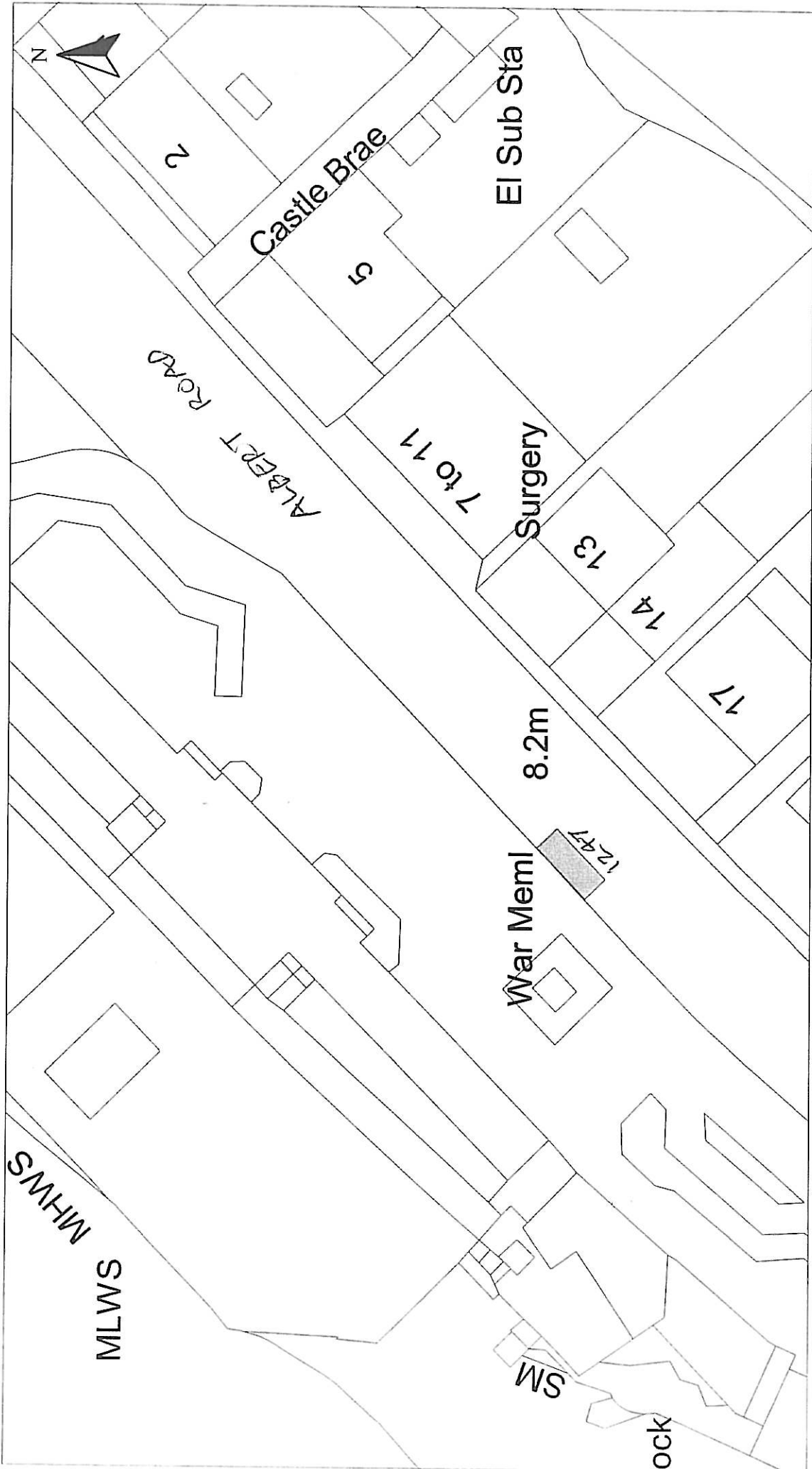
# Inverclyde ENVIRONMENTAL & COMMERCIAL SERVICES

council



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			Drawn by : R. MACKAY	Approved by :
			Drawing No. :	File No. : 19/12

DISABLED PERSONS' PARKING PLACE  
4 ADAM STREET, GOUROCK  
PLACE No. 1245



**DISABLED PERSONS' PARKING PLACE**  
17 ALBERT ROAD, GOUROCK  
PLACE No. 1247

Scale :	1:500	Date :	NOV 2012
Prepared by :	R. MACKAY	Checked by :	
Drawn by :	R. MACKAY	Approved by :	
Drawing No. :		File No. :	19/12

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Disabled Bays	



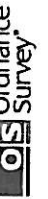
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GREENOCK, PA15 2UA

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**DISABLED PERSONS' PARKING PLACE**

**13 CARDROSS AVENUE, PORT GLASGOW**  
**PLACE No. 1248**

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

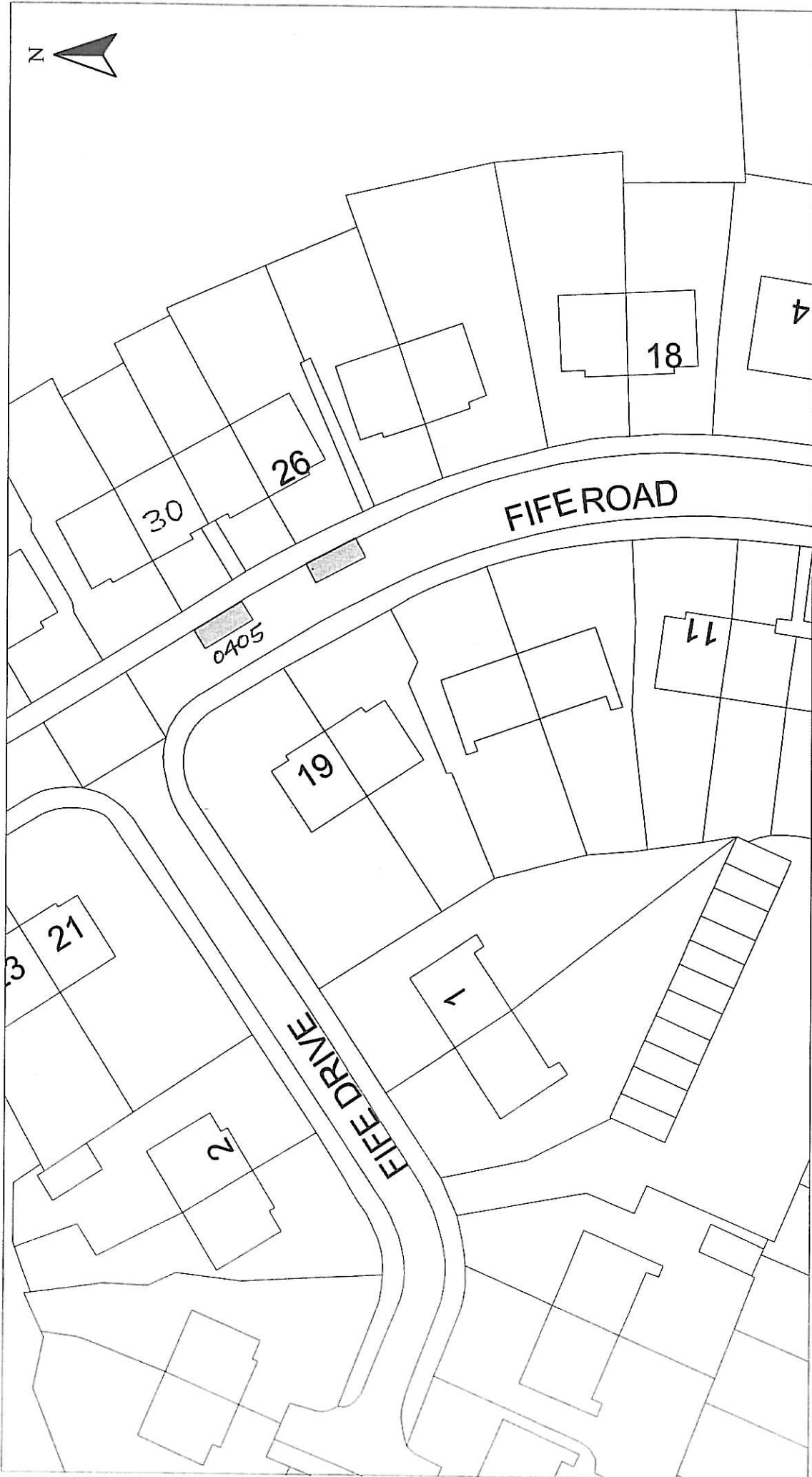
Drawing No. : 19/12

Date : NOV 2012

Checked by :

Approved by :

File No. : 19/12



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**DISABLED PERSONS' PARKING PLACE**  
30 FIFE ROAD, GREENOCK  
PLACE No. 0405 REVOCATION

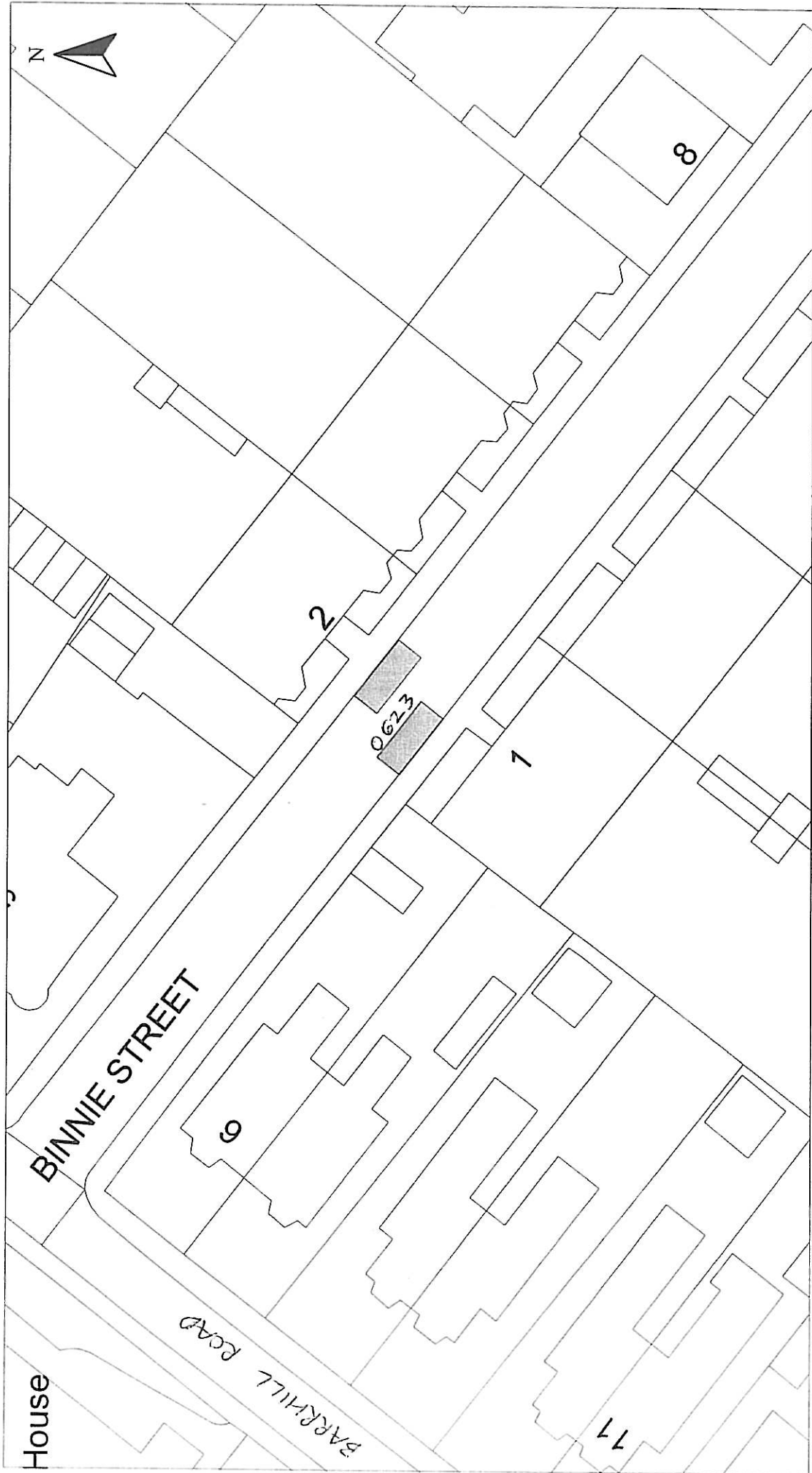
Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

Checked by :  
Approved by :  
File No. : 19/12

Date : DEC 2012



**DISABLED PERSONS' PARKING PLACE**  
1 BINNIE STREET, GOUROCK  
PLACE No. 0623 REVOCATION

Scale : 1:500  
Prepared by : R. MACKAY  
Drawn by : R. MACKAY  
Date : DEC 2012  
Checked by :  
Approved by :  
File No. : 19/12

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IAN MOFFAT  
71 EAST HAMILTON STREET  
GREENOCK, PA15 2UA

Disabled Bays





**DISABLED PERSONS' PARKING PLACE**  
84 MUIRDYKES AVE, PORT GLASGOW  
PLACE No. 0807 REVOCATION

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GREENOCK, PA15 2UA

Disabled Bays

Scale : 1:500  
Prepared by : R. MACKAY  
Drawn by : R. MACKAY  
Date : DEC 2012  
Checked by :  
Approved by :  
Drawing No. : 19/12

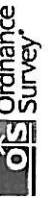


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71 EAST HAMILTON STREET  
GREENOCK, PA15 2UA

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**DISABLED PERSONS' PARKING PLACE**

**27 DIVERT ROAD, GOUROCK  
PLACE No. 0824 REVOCATION**

Scale : 1:500

Prepared by : R. MACKAY

Drawn by : R. MACKAY

Drawing No. :

Date : DEC 2012

Checked by :

Approved by :

File No. : 19/12

Disabled Bays





**DISABLED PERSONS' PARKING PLACE**  
14A EAST CRAWFORD ST, GREENOCK  
PLACE No. 1127 REVOCATION

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**HEAD OF SERVICE**  
IAN MOFFAT  
71 EAST HAMILTON STREET  
GREENOCK, PA15 2UA

Scale : 1:500  
Prepared by : R. MACKAY  
Drawn by : R. MACKAY  
Date : DEC 2012  
Checked by :  
Approved by :  
File No. : 19/12

Disabled Bays



**THE INVERCLYDE COUNCIL**  
**KILMACOLM CROSS, KILMACOLM**  
**WAITING RESTRICTIONS (AMENDMENT NO. 2)**  
**ORDER 2012**  
**TRAFFIC REGULATION ORDER**

**THE INVERCLYDE COUNCIL**

**KILMACOLM CROSS, KILMACOLM  
WAITING RESTRICTIONS (AMENDMENT NO. 2)  
ORDER 2012**

The Inverclyde Council in exercise of the powers conferred on them by Sections 1(1), 2(1) to (3) and Part IV of Section 9 of the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers and after consultation with the Chief Constable of Strathclyde Police in accordance with Part III of Schedule 9 to the Act hereby make the following Order.

1. This Order may be cited as "The Inverclyde Council Kilmacolm Cross, Kilmacolm Waiting Restrictions (Amendment No. 2) Order 2012 and shall come into operation on #####
2. In this Order the following expressions have the meanings hereby assigned to them:  
  
"vehicle" unless the context otherwise requires, means a vehicle of any description and includes a machine or implement of any kind drawn or propelled along roads whether or not by mechanical power;  
  
"taxi" has the same meaning as in Section 23(1) of the Civic Government (Scotland) Act 1982;  
  
"Council" means The Inverclyde Council;
3. The Order specified in Schedules 1, 2 and 3 to this Order shall have effect subject to the amendments specified in those Schedules.

Sealed with the Common Seal of The Inverclyde Council and subscribed for them and on their behalf by

**THE INVERCLYDE COUNCIL**

**KILMACOLM CROSS, KILMACOLM  
WAITING RESTRICTIONS (AMENDMENT NO. 2)  
ORDER 2012**

**Statement of Reasons for Proposing to Make the Above Order**

It is considered necessary to make the above Order to avoid danger to persons and other traffic using the road.

DRAFT

KILMACOLM CROSS, KILMACOLM  
WAITING RESTRICTIONS (AMENDMENT No.2) ORDER 2012

SCHEDULE 1

Order to be amended:

The Strathclyde Regional Council (Various Streets, Kilmacolm)  
(Waiting Restrictions) Order 1988

As amended by:

The Inverclyde Council, Kilmacolm Cross, Kilmacolm  
Waiting Restrictions (Amendment No. 1) Order 2011

SCHEDULE 2

NO WAITING Monday – Friday 8:00 am – 6:00pm

NO WAITING Saturday 8:00 am – 1:00pm

Length of Road in the  
Region of Strathclyde

Side of Road to which  
Restriction Applies

Lochwinnoch Road, Kilmacolm

Delete paragraph (a) and there shall be substituted therefor

- |   |           |
|---|-----------|
| (a)(i) From a point 47 metres northeast of the northeast kerbline of duchar Road northeast wards for a distance of 11 metres or thereby.  | Southeast |
| (a)(ii) From a point 89 metres northeast of the northeast kerbline of duchar Road northeast wards for a distance of 17 metres or thereby. | Southeast |

Station Road, Kilmacolm

Delete paragraphs (a) – (c) and there shall be substituted therefor

- |  |           |
|--|-----------|
| (a) From the extended northwest kerbline of Lochwinnoch Road generally southwestwards for a distance of 17 metres or thereby.              | Southeast |
| (b) From the extended northwest kerbline of Lochwinnoch Road southwestwards for a distance of 36 metres or thereby.                        | Northwest |
| (c) From the extended northwest building line of The Pullman Public House southeastwards for a distance of 14 metres or thereby.           | Southwest |
| (d) From the extended northwest building line of The Pullman Public House generally southeastwards for a distance of 13 metres or thereby. | Northeast |

KILMACOLM CROSS, KILMACOLM  
WAITING RESTRICTIONS (AMENDMENT No.2) ORDER 2012

**SCHEDULE 2**

Order to be amended:

The Strathclyde Regional Council (Various Streets, Kilmacolm)  
(Waiting Restrictions) Order 1988

As amended by:

The Inverclyde Council, Kilmacolm Cross, Kilmacolm  
Waiting Restrictions (Amendment No. 1) Order 2011

**SCHEDULE 3**

WAITING LIMITED Monday – Friday 8:00 am – 6:00pm

WAITING LIMITED Saturday 8:00 am – 1:00pm

30 Minutes, return prohibited within 1 hour

Length of Road in the  
Region of Strathclyde

Side of Road to which  
Restriction Applies

Lochwinnoch Road, Kilmacolm

Delete paragraph (a) and there shall be substituted therefor

- |  |           |
|--|-----------|
| (a)(i) From a point 34 metres northeast of the extended northeast kerbline of Duchal Road, northeastwards for a distance of 25 metres or thereby.  | Northwest |
| (a)(ii) From a point 71 metres northeast of the extended northeast kerbline of Duchal Road, northeastwards for a distance of 48 metres or thereby. | Northwest |

KILMACOLM CROSS, KILMACOLM  
WAITING RESTRICTIONS (AMENDMENT No.2) ORDER 2012

**SCHEDULE 3**

Order to be amended:

The Strathclyde Regional Council (Various Streets, Kilmacolm)  
(Waiting Restrictions) Order 1988

As amended by:

The Inverclyde Council, Kilmacolm Cross, Kilmacolm  
Waiting Restrictions (Amendment No. 1) Order 2011

SCHEDULE 4

NO WAITING NO LOADING AT ANY TIME

Length of Road in the  
Region of Strathclyde

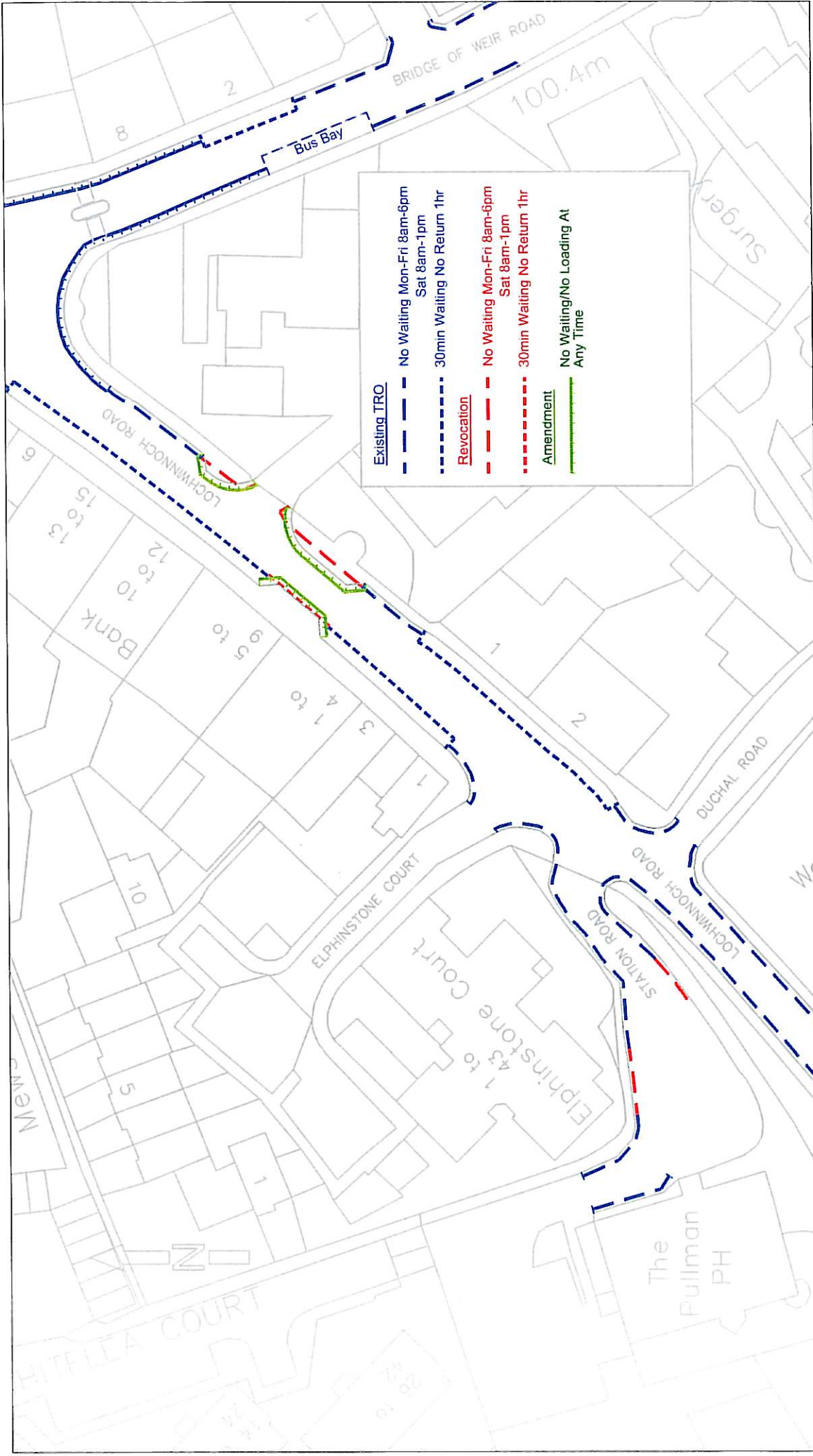
Side of Road to which  
Restriction Applies

Lochwinnoch Road, Kilmacolm

Insert new paragraphs

- |  |           |
|--|-----------|
| (b) From a point 59 metres northeast of the extended northeast kerbline of Duchal Road, northeastwards for a distance of 12 metres or thereby. | Northwest |
| (c) From a point 58 metres northeast of the northeast kerbline of Duchal Road, northeastwards for a distance of 16 metres or thereby.          | Southeast |
| (d) From a point 81 metres northeast of the northeast kerbline of Duchal Road, northeastwards for a distance of 8 metres or thereby.           | Southeast |





<p><b>Transportation Section</b> Original Drawing Size: 297x210(A1)</p>	<p>HEAD OF SERVICE Ann McNeil</p>	<p><b>Ordnance Survey</b> This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office. Crown copyright and any right in the reproduction or copyright licence No. (08002421) (0087)</p>	<p><b>TRAFFIC REGULATION ORDER C121 KILMACOLM CROSS, KILMACOLM WAITING RESTRICTIONS (AMEND No.2)</b></p>	<p>Scale : 1:500 Prepared by : R. Mackay Drawn by : R. Mackay Drawing No. : TR/TRO/123</p>	<p>Date : NOV 2012 Checked by : Approved by : File No. : 19/38</p>
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**Report To:** Inverclyde Council **Date:** 6<sup>th</sup> June 2013

**Report By:** Brian Moore  
Corporate Director  
Inverclyde Community Health &  
Care Partnership **Report No:**  
CHCP/38/2013/HW

**Contact Officer:** Helen Watson **Contact No:** 01475 715369  
Head of Service  
Planning, Health Improvement &  
Commissioning

**Subject:** INVERCLYDE CARERS' CHARTER

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## **1.0 PURPOSE**

- 1.1 The purpose of this report is to ask that Inverclyde Council approves the principles contained in the Carers' Charter and renews its commitment as a key partner and signatory to the implementation of the Charter.

## **2.0 SUMMARY**

- 2.1 Inverclyde Carers' Council has updated its third edition of the Carers' Charter and seeks Inverclyde Council, as a key partner, to become a signatory to this new edition.
- 2.2 The Charter sets out rights and expectations of support that informal unpaid carers can access from a variety of agencies.
- 2.3 The Charter fits with the Inverclyde Carers' Strategy and the principles underlying the Single Outcome Agreement in Inverclyde.

## **3.0 RECOMMENDATIONS**

- 3.1 Inverclyde Council endorses the Charter.
- 3.2 Inverclyde Council signs up to the Charter as a partner.
- 3.3 Inverclyde Council directs that the principles of the Charter are upheld and implemented by staff in the Council.

**Brian Moore**  
**Corporate Director**  
**Inverclyde Community Health & Care**  
**Partnership**

## **4.0 BACKGROUND**

- 4.1 This is the third edition of Inverclyde Carers' Charter, which was originally developed by Inverclyde Carers Council in 2001. The updates have been necessary to reflect the changes in organisations that come into contact with carers. For example, the four social housing landlords in Inverclyde for the first time have agreed to uphold the principles of the Charter alongside other key public agencies, such as NHS Greater Glasgow and Clyde and Inverclyde Community Health and Care Partnership.
- 4.2 Inverclyde Carers' Council was founded in 1993 as a voluntary organisation consisting of carers and former carers, who promote the interests of carers by campaigning on their behalf and organising events to celebrate and raise awareness of the contribution that unpaid family carers make to our community. Inverclyde was one of the first areas in Scotland to have its own Carers Charter, which is now being promoted at a national level.
- 4.3 It is estimated that there are over 8,000 carers in Inverclyde. Carers are recognised as equal partners in the delivery of care within both the national and local Inverclyde Carers Strategy 'Getting It Right For Every Carer'. These strategies reinforce the need for carers to be recognised, and to be made aware of their right to access support and services. Often people do not recognise themselves as carers and need to be made aware by staff in all kinds of settings of the support that is available to them from a variety of agencies. This is the case whether they are caring for someone with a mental health issue; long term condition; dementia or any impairment or illness, which requires carer support.

The specific and unique role that Inverclyde Carers Centre, funded by the CHCP, plays in the lives in carers is also highlighted to encourage carers to make contact with services in an open and comfortable environment. The Centre also offers opportunity to make new friends, gain support from other carers, as well as receiving advice and a listening ear from staff.

- 4.4 The Charter fits with the outcomes of the Single Outcome Agreement, which promotes the principles of carers being involved, respected, recognised, safe, healthy, active, nurtured and achieving. It also complements the Inverclyde Carers and Young Carers Strategies, which were coproduced with carers. These documents inform carers about the type of supports that carers can seek from public agencies to support them to continue in their caring role and to have a life of their own apart from caring.
- 4.5 The Charter outlines the practical support that is available for carers on a number of fronts including income maximisation, accessing short breaks and carers assessments including self assessment, which is often the key to identifying what support each individual requires and how to access this.
- 4.6 The Charter also makes reference to Young Carers and promotes the principle that Young Carers also need to be recognised and supported to access the types of supports they require as well as have a life of their own outside caring.

## **5.0 PROPOSALS**

- 5.1 It is proposed that Inverclyde Council becomes a signatory to the updated version of Inverclyde Carers Charter as a key partner, and promote its implementation across services.

## **6.0 IMPLICATIONS**

- 6.1 Financial – There are no financial implications in respect of this report.

<b>Cost Centre</b>	<b>Budget Heading</b>	<b>Budget Year</b>	<b>Proposed Spend this Report</b>	<b>Virement From</b>	<b>Other Comments</b>

6.2 Legal - None

6.3 Resources - None

6.4 Equality – The Charter aims to have a positive impact on reducing the social and economic marginalisation of carers.

## **7.0 CONSULTATION**

7.1

## **8.0 LIST OF BACKGROUND PAPERS**

8.1 Inverclyde Carers Charter.

8.2 Inverclyde Carers and Young Carers Strategy 2012-15.



## Carers Rights in Inverclyde



**INVERCLYDE**

**CARERS**

**CHARTER**







**The Inverclyde Carers Council would like to thank our partners, Inverclyde Community Health and Care Partnership, Inverclyde Council, Greater Glasgow and Clyde NHS and the Inverclyde Carers Centre for their support in helping to produce this charter.**

**We would also like to thank a number of other local organisations who have signed up to the aims of the charter:**

**Cloch Housing Association  
Larkfield Housing Association  
Link Housing Association  
Oaktree Housing Association  
River Clyde Homes  
Inverclyde Leisure**



## **Contents**

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<b>Who is a carer?</b>	<b>3</b>
<b>Help from Inverclyde CHCP</b>	<b>4 &amp; 5</b>
<b>Inverclyde Carers Centre</b>	<b>6 &amp; 7</b>
<b>Your legal rights</b>	<b>8</b>
<b>Useful contacts</b>	<b>9 - 10</b>





## **Inverclyde Carers Charter**

This Carers Charter sets out the rights and expectations of carers living in Inverclyde. The Inverclyde Carers Council, which drew up this charter, represents the interests of local carers. It is made up of carers and ex-carers and campaigns on issues that are important to carers.

Our Carers Council was one of the first organisations in Scotland to have a Carers Charter and we recently updated it to recognise the new partnership with NHS Greater Glasgow and Clyde and Inverclyde Council, which forms the Inverclyde Community Health and Care Partnership.

Carers are equal partners in care and all parties agreeing to the charter recognise this, as does the Scottish Government in its *Caring Together* strategy for carers. Carers have a right to be involved in the planning and delivery of care in Inverclyde.

The Inverclyde Carers Strategy sees carers as the lynchpin of community care and aims to provide the help and support they need.

**Irene Pollard, Chairperson, Inverclyde Carers Council**

**Councillor Stephen McCabe, Leader, Inverclyde Council**

**Robert Calderwood, Chief Executive, NHS Greater Glasgow & Clyde**

**Brian Moore, Director, Inverclyde CHCP**



## **Who is a carer?**

**A carer is someone who gives up lots of their time to look after and provide care for a relative, partner, family member, neighbour or friend who needs support to carry on with their daily life.**

**The cared for person may have more than one long term condition. Some carers care intensively for long periods or are life-long carers. Others care for a short time.**

**A carer does not have to be living with the person they look after to be a carer. And anybody may become a carer at any point in their life.**

**Carers play an important part in their families and communities. Their lives and the lives of those they care for are bound together, but they are not the same.**







## **How can Inverclyde Community Health Care Partnership help me?**

### **Inverclyde Community Health Care Partnership**

The Inverclyde Community Health Care Partnership (CHCP) is a partnership between Inverclyde Council and NHS Greater Glasgow and Clyde community health services. By developing an integrated approach this should result in better outcomes for the people of Inverclyde.

### **Help with Money**

Advice on benefits and debt management is available from advice services within the CHCP as well as CHCP funded services such as Financial Fitness, the MacMillan Benefits Project and the Carers Centre.

### **Help with Health**

GPs keep a register of carers. Registration entitles carers to an annual health check and consideration for priority surgery appointments. Health Improvement Service provides Timeout training for carers.

### **Helping Carers Feel Involved**

The CHCP recognises carers as equal partners in the delivery of care and believe that carers should be involved in the planning and reviewing of care needed by their loved one. Carers are involved in strategic planning groups; service redesigns as well as on an individual care planning basis. Carers are encouraged to give feedback on their levels of satisfaction with their experience of involvement with the CHCP.



### **Helping with Short Breaks**

Carers can access a variety of short breaks for themselves and the person they care for. Staff at the Short Breaks Bureau can assist in arranging a break following a Community Care Assessment. Inverclyde CHCP also funds Short Breaks via the Carers Centre. Information is available by contacting the Carers Centre.

### **Help with Carers Assessments**

Carers assessments can help pinpoint the support that carers need. There are two types of assessment available. Self assessment, which can be completed at the carers Centre, with support from staff if need be. A fuller independent assessment is available by contacting the CHCP.

### **Help for Young Carers**

Young people looking after family members can get help from Youth Carers Support provided by the CHCP's Youth Support Team. They can meet other young carers and join in organised activities, as well as taking part in the occasional break away from their caring role.

### **Help with Information**

Details of help and support are available from the Carers Centre, CHCP offices and Solas screens in local health centres and GP's surgeries.





## **Inverclyde Carers Centre**

### **Mission Statement**

Inverclyde Carers Centre provides information, advice and support to unpaid carers who look after friends, family or neighbours who could not manage without them due to illness, disability, addiction or frailty. It provides a service to identify and support carers to recognise and be recognised by others for their valuable contribution to society.

The Centre is managed for carers by carers. It's a company limited by guarantee and has a Board of Directors.

### **Contact Details**

The Carers Centre is at 68-70 Cathcart Street, Greenock, PA15 1DD. It's opened from 10.00am to 4.30pm on Monday, Tuesday, Wednesday and Thursday opening hours are 9.30am to 7.30pm and on Friday it's 9.30am to 4.30pm. Just drop in, no appointment needed. The Centre can be contacted on 01475 735180 or [enquiries@inverclydecarerscentre.org.uk](mailto:enquiries@inverclydecarerscentre.org.uk).

### **Aims and Objectives**

- To promote the recognition of carers amongst service providers as partners
- To help carers access appropriate services
- To promote the rights of carers
- To provide short breaks for carers
- To establish a carers network
- To enable carers to participate in planning and influencing the development of services
- To enable carers to take opportunities for paid/ unpaid activities within or out with their home



### **Partnership**

Inverclyde Carers Centre is a key partner within the Inverclyde Joint Carers Strategy and the centre's unique role in supporting carers ensures local services reflect the needs of carers, whether this be collectively through the Carers Network or individually through Carers Self Assessments and personalised support. Carers are the priority and there are well established links to organisations whose main priority is the person being cared for.

### **Services**

Services include providing information to assist carers, stress management therapies, counselling, support groups, short breaks, learning and social opportunities. The centre works alongside other local organisations to raise the profile of carers and provide health and benefit advice. It is the focal point for carers locally providing an invaluable chance to talk to others in similar situations, share experiences and offer emotional support.





## **Your Legal Rights**

### **Equality Act and Human Rights Act**

Carers have a number of legal rights written into law. These cannot be ignored or taken away by any person or organisation.

### **Employment**

No one is allowed to:

- Refuse a job to a carer because of their caring role
- Treat working carers less favourably than other employees
- Ignore a request for flexible working on caring grounds

### **Goods and Services**

Carers cannot be discriminated against when buying goods and services, which includes:

- Entertainment venues such as cinemas, pubs & cafes
- Businesses such as banks and shops
- Public services like schools, hospitals and social services

### **Other Rights**

- Carers are entitled to a Carers Assessment of their needs
- And may qualify for Carers Allowance if they are of working age and look after someone more than 35 hours per week.



## Useful Contacts

### **Inverclyde Carers Centre**

68-70 Cathcart Street  
Greenock  
PA15 1DD  
Tel: 01475 735180  
[www.inverclydecarerscentre.org.uk](http://www.inverclydecarerscentre.org.uk)

### **Financial Fitness**

29 West Stewart Street  
Greenock  
PA15 1SH  
Tel: 01475 729239

### **Circles Advocacy Project**

21 Grey Place  
Greenock  
PA15 1YF  
Tel: 01475 730797

### **Social Services**

Emergency number  
Tel: 0800 811 505.



## Useful Contacts

**Information /Advice**  
Inverclyde CHCP  
195 Dalrymple Street,  
Greenock  
PA15 1UN  
01475 714100

Scarlow Street,  
Port Glasgow  
PA14 5EY  
01475 714900

