
Report To:	Environment and Regeneration Committee	Date: 12 January 2017
Report By:	Corporate Director Environment, Regeneration & Resources	Report No: E/17/SJ
Contact Officer:	Stuart W. Jamieson	Contact No: 712402
Subject:	Governance of External Organisations – Employability Pipeline	

1.0 PURPOSE

- 1.1 As part of the governance of external organisations annual reports require to be presented to Committee which highlight regular monitoring arrangements and appropriate governance.

2.0 SUMMARY

- 2.1 The Regeneration and Planning Service contract with a number of organisations through the employability pipeline and act as lead service for this purpose.
- 2.2 Inverclyde Community Development Trust (The Trust) is a third sector organisation which provides commissioned works to the Council in both the HSCP and Employability Sectors. These works vary from commissioned to fully tendered services.
- 2.3 The Trust has a board of directors (including three Elected Members) and operational responsibility falls to the Chief Executive and a team of staff. Stepwell is a third sector organisation which provides commissioned works to the Council in the Education, HSCP and employability sectors. These works vary from commissioned to fully tendered services.
- 2.4 Stepwell has a board of directors and operational responsibility falls to the Chief Executive and a team of staff.
- 2.5 Inverclyde Advice and Employment Rights Centre is a third sector organisation which provides commissioned works to the Council in the employability sector. These works are fully tendered services. Inverclyde Advice and Employment Rights Centre has a board of directors and operational responsibility falls to the Chief Officer and a team of staff.

It has been confirmed that regular board meetings take place with all three organisations. Regular monitoring meetings take place covering the works undertaken by the organisations in respect of the various services provided.

3.0 RECOMMENDATION

- 3.1 It is recommended that the Committee note that appropriate governance arrangements exist for Inverclyde Community Development Trust, Stepwell and Inverclyde Advice and Employment Rights Centre.

Stuart W. Jamieson
Head of Regeneration and Planning

4.0 BACKGROUND

- 4.1 Inverclyde Community Development Trust (The Trust) is a third sector organisation which provides commissioned works to the Council in both the HSCP and Employability Sectors. These works vary from commissioned to fully tendered services.
- 4.2 The Trust has a board of directors (including three Elected Members) and operational responsibility falls to the Chief Executive and a team of staff.
- 4.3 Regular Board meetings take place which are attended by, in addition to Elected Members, Senior Officers of the Council. Regular monitoring meetings take place covering the works undertaken by the Trust on behalf of the HSCP and the Regeneration and Planning Service. Audited accounts are produced on an annual basis and inspected by the Finance Service and found to be satisfactory.
- 4.4 The Trust relies heavily on funding from the local authority and the HSCP with the majority of their income coming from these two sources.
- 4.5 The Trust continues to attempt to diversify its funding sources through initiatives such as Newark products and gaining contracts outwith Inverclyde.
- 4.6 The Trust is due to implement a new management structure in 2017.
- 4.7 Stepwell is a third sector organisation which provides commissioned works to the Council in the Education, HSCP and Employability Sectors. These works vary from commissioned to fully tendered services.
- 4.8 Stepwell's Board meets four times per annum. Regular monitoring meetings take place covering the various works undertaken by Stepwell.
- 4.9 Accounts are produced on an annual basis.
- 4.10 While Stepwell heavily rely on funding from the local authority and HSCP, they continue to attempt to diversify as demonstrated through their cook school and a further Fresh store opening in Gourrock.
- 4.11 The accounts have been reviewed by colleagues in Finance and found to be satisfactory.
- 4.12 Inverclyde Advice and Employment Rights Centre is a third sector organisation which provides commissioned works to the Council in the employability sector. These works are fully tendered services.
- 4.13 Inverclyde Advice and Employment Rights has a board of directors and operational responsibility falls to the Chief Officer and a team of staff.
- 4.14 Inverclyde Advice and Employment Rights Centre's board meets bi monthly. Regular monitoring meetings for Inverclyde Advice and Employment Rights Centre take place on behalf of Regeneration and Planning Service.
- 4.15 Inverclyde Advice and Employment Rights heavily rely on funding from the local authority. Accounts are produced on an annual basis. They have been reviewed by colleagues in Finance and are found to be satisfactory.

5.0 IMPLICATIONS

5.1 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A	N/A	N/A	N/A	N/A	N/A

5.2 Legal

None.

5.3 Human Resources

None.

5.4 Equalities

None.

5.5 Repopulation

None.

6.0 CONSULTATIONS

6.1 **Chief Financial Officer:** comments are incorporated within the report.

6.2 **Head of Legal and Property Services:** no requirement to comment.

6.3 **Head of Organisational Development, HR and Communications:** no requirement to comment.

7.0 LIST OF BACKGROUND PAPERS

7.1 N/A