

**MINUTES of MEETING of POLICY AND RESOURCES COMMITTEE held in the COUNCIL
CHAMBER, KILMORY, LOCHGILPHEAD
on THURSDAY, 15 MAY 2014**

Present: Councillor Dick Walsh (Chair)

Councillor Robin Currie	Councillor Douglas Philand
Councillor Vivien Dance	Councillor Len Scoullar
Councillor Bruce Marshall	Councillor John Semple
Councillor Duncan MacIntyre	Councillor Isobel Strong
Councillor Roderick McCuish	Councillor Sandy Taylor
Councillor Ellen Morton	
Councillor Gary Mulvaney	

Attending: Sally Loudon, Chief Executive
Douglas Hendry, Executive Director – Customer Services
Pippa Milne, Executive Director – Development and Infrastructure Services
Charles Reppke, Head of Governance and Law
Bruce West, Head of Strategic Finance
Jane Fowler, Head of Improvement and HR
Lynn Finlay, HR Manager

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated from Councillors Donald Kelly, Aileen Morton and James Robb.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. NOTICE OF MOTION UNDER STANDING ORDER 14

The Head of Governance and Law advised that in terms of Standing Order 14 the following Notice of Motion by Councillor John Semple, seconded by Councillor Sandy Taylor had been received for consideration as a matter of urgency at this meeting:-

Motion

In light of the second cancellation of a cornerstone summit meeting which would embed the 10 year objective of our Community Planning Partnership's Single Outcome Agreement as "Argyll and Bute's economic success is built on a growing population" The Single Outcome Agreement was due to be complete in June.

The Policy and Resources Committee

Reaffirms the Council's commitment to the 10 year objective – "Argyll and Bute's economic success is built on a growing population"

Requests that the Chief Executive organises a seminar for Council Members and Community Planning Partners in June so that greater detail on how this will be achieved can be developed ahead of a future meeting

with Mr Swinney.

The Chair ruled that the Motion was not urgent and would thereafter stand to be considered at the next ordinary meeting of the Policy and Resources Committee.

4. TERMS OF REFERENCE/DEVELOPMENT DAY

Draft terms of reference for the Policy and Resources Committee which had been presented to the Council for incorporation into a revised Constitution and Standing Orders were before the Committee for noting. A report setting out proposals on the content of a development day for the Committee and seeking Members views in this regard was also before the Committee for consideration.

Decision

1. Noted the draft terms of reference;
2. Agreed the proposed agenda for the Development Day; and
3. Agreed to delegate to the Executive Director – Customer Services in consultation with the Chair and Vice Chair of the Committee to identify a date for the Development Day to take place following the July recess.

(Reference: Report by Executive Director – Customer Services, submitted)

Councillor Duncan MacIntyre joined the meeting during discussion of the foregoing item.

5. FINANCIAL REPORTING FOR 2014-15

A report setting out the proposed arrangements for financial reporting to the Policy and Resources Committee during 2014-15 was considered. The report also set out some proposals to consider changes to the format, content and timing of financial reports.

Decision

1. Approved the arrangements for financial reporting during 2014-15; and
2. Noted the proposals to review the format and content of the financial reports and authorised the Head of Strategic Finance to investigate these changes further.

(Reference: Report by Head of Strategic Finance dated 25 April 2014, submitted)

6. SIX MONTHLY REPORT ON CASH FLOW SUPPORT LOANS

A report setting out a summary of the cash flow support loans dealt with through delegated powers during the period 24 January to 30 April 2014

was considered.

Decision

Noted the contents of the report.

(Reference: Report by Head of Strategic Finance dated 24 April 2014, submitted)

7. CAFE PAVEMENT LICENCES

The Environment, Development and Infrastructure Services Committee considered a report proposing guidance and rules for the occupation of footways by pavement cafes and the display of goods for sale in Argyll and Bute and recommended approval of the Pavement Café Licence Policy to the Policy and Resources Committee.

Decision

1. Noted the decision of the Environment, Development and Infrastructure Committee;
2. Noted that the policy has been the subject of a public consultation and noted the comments that have been received;
3. Approved the Pavement Café Policy; and
4. Agreed that a report be brought back to the Committee with a review of the Policy after its first year of implementation.

(Reference: Reports by Executive Director – Development and Infrastructure Committee dated March 2014, Extract from Minutes of Environment, Development and Infrastructure Committee of 10 April 2014 and Development and Infrastructure Services Guidance Policy for Use of Pavements – Café Culture dated March 2014, submitted)

8. GAELIC LANGUAGE PLAN

The Council's second Gaelic Language Plan 2013 – 2018 was approved by Bòrd na Gàidhlig on 2 April 2014. The Plan was now before the Policy and Resources Committee with a recommendation from the Community Services Committee that the Plan be adopted.

Decision

1. Agreed to approve adoption of the Gaelic Language Plan 2013 – 2018 subject to the following amendments:-

Further detail on the financial implications set out within paragraph 5 of the Executive Director's covering report should be provided;

The word "diagrams" should be amended to read "data" at paragraph 3.2. of the Plan; and

2. Agreed to recommend approval of the Plan to the Council.

(Reference: Extract from Minutes of Community Services Committee of 8 May 2014, report by Executive Director – Customer Services and Argyll and Bute Council Gaelic Language Plan 2013 – 2018, submitted)

9. IMPLEMENTATION OF MODERN APPRENTICESHIP SCHEME AND WORK PLACEMENTS

A paper outlining the proposal of a Modern Apprenticeship Scheme was presented to the Strategic Management Team on 7 March 2014 and additional information was requested in relation to widening the scope of this project. A report advising how the Modern Apprenticeship Scheme will be introduced and expanded within the Council, and how this could be further developed with partners both within and outwith the Council was considered.

Decision

The Committee agreed to:-

1. note the implementation of a Modern Apprenticeship Scheme to be delivered within the Council (in addition to agreements already in place with external partners through the Argyll and Bute Employability Partnership).
2. note the programme of the in-house Modern Apprenticeship Scheme as follows:
 - Phase 1 – 16-19 year olds – SVQ level 2 or 3 – Implementation Date August 2014 (plus 2 pilots undertaken April 2014).
 - Phase 2 – 19-24 year olds – SVQ level 2 - 4 (in addition to Phase 1 group) – Implementation date August 2015.
3. note the formation of a working group to include representatives from HR, Education, Economic Development, Community Services, Communications Team, the Trade Unions, the Third Sector and Community Planning Partners to work together to develop opportunities for 16-24 year olds across Argyll and Bute;
4. note that further research will be undertaken by HR in partnership with Heads of Service/Third Tier Managers which will identify areas where recruitment has been problematic and/or where there are skills gaps in the workforce. This information will assist in determining which services Modern Apprentices are assigned to and will input to the Skills Audits to be prepared during 2014/15 for each of the four administrative areas of Argyll and Bute, as articulated in the four area-based Economic Development Action Plans, 2013-18;
5. note that up to 25 modern apprentices will be recruited within Council departments during 2014-2015 (subject to the outcome of the research referred to in 2.4). Once the framework is in place this number could be increased subject to the needs of the service and

subject to appropriate funding being available;

6. note the appointment of an additional temporary HR Officer post at LGE12 to research, develop and implement a Modern Apprenticeship Scheme within the Council, and to liaise with partners both within and outwith the Council, including the Employability Partnership and other local authorities across Scotland;
7. endorse the development of additional projects and initiatives to enhance opportunities for young people in Argyll and Bute of all ages and abilities (including those with supported learning needs), by providing a range of work placements, apprentices and traineeships across a range of departments and at various Council locations; and
8. endorse the development of a publicity campaign to positively promote opportunities for young people within the Council and with partners across Argyll and Bute, in liaison with the Communications Team.

(Reference: Report by Executive Director – Customer Services, submitted)

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

10. CASTLE TOWARD - VALUATION UNDER COMMUNITY RIGHT TO BUY

Consideration was given to a report advising of the valuation placed on Castle Toward by the District Valuer under the terms of the Land Reform (Scotland) Act 2003 in connection with the community right to buy application by the South Cowal Community Development Company.

Decision

Agreed the recommendations detailed in the report as modified by the Committee

(Reference: Report by Executive Director – Community Services dated 8 May 2014, submitted, correspondence dated 12 May 2014 from Michael Russell MSP and correspondence dated 12 May 2014 from the Chair of the South Cowal Community Development Company, tabled)