

**MINUTES of MEETING of POLICY AND RESOURCES COMMITTEE held in the COUNCIL
CHAMBER, KILMORY, LOCHGILPHEAD
on THURSDAY, 18 OCTOBER 2018**

Present: Councillor Aileen Morton (Chair)

Councillor Rory Colville	Councillor Alan Reid
Councillor Robin Currie	Councillor Elaine Robertson
Councillor Kieron Green	Councillor Len Scoullar
Councillor Roderick McCuish	Councillor Sandy Taylor
Councillor Yvonne McNeilly	Councillor Richard Trail
Councillor Gary Mulvaney	Councillor Lorna Douglas
Councillor Douglas Philand	Councillor Audrey Forrest

Also present: Councillor Alastair Redman

Attending: Cleland Sneddon, Chief Executive
Douglas Hendry, Executive Director of Customer Services
Tricia O'Neill, Central Governance Manager
Kirsty Flanagan, Head of Strategic Finance
Fergus Murray, Head of Economic Development and Strategic Transport
Jane Fowler, Head of Improvement and HR
Anne MacColl-Smith, Procurement and Commissioning Manager

1. APOLOGIES FOR ABSENCE

Apologies for absence was received from Councillor Ellen Morton.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

The Minutes of the meeting of the Policy and Resources Committee held on 16 August 2018 were approved as a correct record.

4. FINANCIAL MONITORING REPORT - AUGUST 2018

The Policy and Resources Committee gave consideration to a report which provided a summary of the financial monitoring reports as at the end of August 2018. Six detailed reports were summarised which included the Revenue Budget Monitoring Report as at 31 August 2018, the Monitoring of Service Package Policy Options as at 31 August 2018, the Monitoring of Financial Risks as at 31 August 2018, the Capital Plan Monitoring Report as at 31 August 2018, the Treasury Monitoring Report as at 31 August 2018 and the Reserves and Balances as at 31 August 2018.

Decision

The Policy and Resources Committee –

1. Noted the Revenue Budget Monitoring Report as at 31 August 2018.

2. Noted the comments in respect of the Health and Social Care Partnership position.
3. Approved that a transfer of £0.020m is made from the Council's budget provision for apprenticeship levy in 2018-19 and transferred to Live Argyll as part of the management fee and also agreed that this transfer is added to the base management fee for future years.
4. Noted the progress of the Service Package Policy Savings Options as at 31 August 2018.
5. Noted the current assessment of the Council's financial risks.
6. Noted the Capital Plan Monitoring Report as at 31 August 2018 and approved the proposed changes to the Capital Plan as detailed at Appendix 7 to the submitted report.
7. Noted the Treasury Monitoring Report as at 31 August 2018.
8. Noted the Reserves and Balances Report as at 31 August 2018.

(Reference: Report by Head of Strategic Finance dated 26 September 2018, submitted)

5. BUDGET OUTLOOK 2019-20 TO 2021-22 UPDATE

The Committee gave consideration to a report providing an update to the Budget Outlook 2019-20 to 2021-22 last reported to the Policy and Resources Committee on 16 August 2018. The budget outlook report had been prepared using three different scenarios - best case, worse case and mid-range.

Decision

The Policy and Resources Committee noted the current estimated budget outlook position for the period 2019-20 and 2021-22.

(Reference: Report by Head of Strategic Finance dated 5 October 2018, submitted)

6. COUNCIL TAX ON EMPTY PROPERTIES

The Committee gave consideration to a report which sought approval of an amendment to policy to allow officers to grant up to an additional 12 months 10% council tax discount to accounts where the Planning and Building Control process has taken a significant period of time and where there is clear evidence of building works having started.

Decision

The Policy and Resources Committee approved an amendment to the policy for charging double council tax on long term empty properties so that where major repairs are still underway which require planning permission and/or building warrant, and the property has recently been purchased by a new owner, the double charge is only applied after a 24 month period in particular circumstances where senior

management approve such measures and conclusive evidence is provided showing no unreasonable delays to works by the parties liable for Council Tax.

(Reference: Report by Executive Director – Customer Services dated 7 September 2018, submitted)

* **7. PROCUREMENT STRATEGY 2019/20 AND SUSTAINABLE PROCUREMENT POLICY 2019/20 - DRAFT DOCUMENTS AND CONSULTATION**

The Committee gave consideration to a report which sought approval of a revised draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20.

Decision

The Policy and Resources Committee –

1. Noted the key changes to the Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20 and the outcome of the consultation.
2. Agreed to recommend to the Council approval of the revised draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20.

(Reference: Report by Executive Director – Customer Services dated 4 October 2018, submitted)

8. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015 - PART 8 - COMMON GOOD PROPERTY

In order to ensure compliance with the duties as set out within Part 8 of the Community Empowerment (Scotland) Act 2015 in respect of common good property, the Council are required to publish a common good register. The Committee gave consideration to a report which set out the proposed process and which sought approval to consult on the draft list detailed at appendix 1 to the submitted report.

Decision

The Policy and Resources Committee –

1. Agreed that officers take the necessary steps, in line with the statutory guidance, to consult on the draft common good property list as detailed at appendix 1 to the submitted report.
2. Noted the process that would be followed in the event that the Council seek to dispose of, or change the use of, common good property as set out in section 4.3 of the submitted report.

(Reference: Report by Executive Director – Customer Services dated 16 August 2018, submitted)

9. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015 - PART 9 - ALLOTMENTS

Part 9 of the Community Empowerment (Scotland) Act 2015 places a number of duties on local authorities in respect of allotments. The Committee gave

consideration to a report which summarised the main elements in respect of the duties placed upon the authority and which provided details of the relevant service who would be responsible for ensuring compliance moving forward.

Decision

The Policy and Resources Committee -

1. Noted the duties placed on local authorities arising from Part 9 of the Community Empowerment Act 2015 in respect of allotments.
2. Endorsed the steps which would be taken by the relevant Council service to ensure compliance.

(Reference: Report by Executive Director – Customer Services dated 18 September 2018, submitted)

* **10. JOINT LOCAL BRITISH SIGN LANGUAGE PLAN FOR ARGYLL AND BUTE**

The BSL (Scotland) Act 2015 requires public bodies in Scotland to publish a local plan every 6 years showing how they will promote and support BSL. The Committee gave consideration to a report which sought approval of the Joint Local BSL Plan for Argyll and Bute 2018 – 2024.

Decision

The Policy and Resources Committee agreed to refer the recommendations to the Council Meeting.

(Reference: Report by Executive Director – Customer Services dated 18 September 2018, submitted)

* **11. DELIVERING THE ARGYLL RURAL GROWTH DEAL**

The Committee gave consideration to a report which provided details on the emerging Rural Growth Deal for Argyll and Bute and which provided a summary of the business and public consultation undertaken to date, the overarching vision, the key themes and growth sectors that the Council were aiming to support through the deal, and emerging projects which the Council intended would be included in the formal proposition to both the Scottish and UK governments.

Decision

The Policy and Resources Committee referred recommendation to the Council Meeting.

(Reference: Report by Executive Director – Development and Infrastructure Services dated October 2018, submitted)

12. REVIEW OF HEALTH AND SOCIAL CARE INTEGRATION SCHEME - UPDATE

A report which provided an update on the decisions made by the Council at their meeting on 22 February 2018 in respect of the review of the Health and Social Care Integration Scheme, was before the Committee for noting.

Decision

The Policy and Resources Committee noted –

1. The lack of progress that had been made in respect of implementing the Council decision, made in February 2018, to pursue a review of the Integration Scheme thus far.
2. That arrangements would now be made for an initial meeting of the Short Life Working Group.
3. That a revised version of the timetable detailed at paragraph 4.2 of the submitted report would be agreed by the Short Life Working Group and reported back to Members.

(Reference: Report by Executive Director – Customer Services dated 10 October 2018, submitted)

13. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015 - UPDATE - EXPRESSIONS OF INTEREST / ASSET TRANSFER REQUESTS/REPORTING REQUIREMENTS

A report was before the Committee for noting which advised of current live expressions of interest which may become subject to a formal asset transfer request; community group proposals which had been dealt with outside the formal asset transfer process; the progress of the asset transfer request which had been submitted by Mull and Iona Community Trust in respect of Calgary Bay Site of Special Scientific Interest; current live ongoing or agreed participation requests received by the Council; and annual reporting requirements in respect of Asset Transfer requests and Participation Requests as set out in Section 95 and 32 of the Community Empowerment (Scotland) Act 2015 respectively.

Decision

The Policy and Resources Committee noted the content of the report and the positive outcomes achieved.

(Reference: Report by Executive Director – Customer Services dated 18 October 2018, submitted)

14. POLICY AND RESOURCES COMMITTEE WORKPLAN - OCTOBER 2018

The Policy and Resources Committee Work Plan as at October 2018 was before the Committee for noting.

Decision

The Policy and Resources Committee noted the Work Plan as at October 2018.

(Reference: Policy and Resources Committee Work Plan as at October 2018, submitted)