



# COMHAIRLE NAN EILEAN SIAR

## POLICY AND RESOURCES COMMITTEE

## COMATAIDH POILEASaidH AGUS STÒRAS

### NOTICE OF MEETING

### FIOS COINNEAMH

There will be a Meeting of the Committee in the principal Council Offices, Stornoway on **Thursday 17 June 2010 at 9.30am**

Bithidh Coinneamh den Chomataidh ann am prìomh Oifisean na Comhairle, Steòrnabhagh, air **Diardaoin 17 Ògmhios 2010 aig 9.30m**

Malcolm Burr  
Chief Executive

Malcolm Burr  
Àrd-oifigear

Council Offices  
Sandwick Road  
STORNOWAY

Oifisean na Comhairle  
Rathad Shanndabhaig  
STEORNABHAGH

7 June 2010

7 June 2010

### AGENDA

### CLAR OBRACH

It is recommended that, under the terms of Section 50A(4) of the Local Government (Scotland) Act 1973, the public, including the press, be excluded from the meeting during consideration of the following Items on the grounds that exempt information as defined in Part 1 of Schedule 7A of the Act would be disclosed:

Thatar a moladh, fo theirmean Earrann 50A(4) de dh'Achd Ùghdarras Ionadail (Alba) 1973, gum bu chòir don phoball, agus luchd nam pàipear-naidheachd a bhith air am bacadh bhon choinneimh rè beachdachadh air na chuspairean seo air sgàth 's gu faodadh fiosrachadh dìomhair mar a tha mìnichte ann an Pàirt I de Chlàr 7A den Achd a bhith air a leigeil ma sgaoil:

#### Item 17

Paragraph 3 - Information relating to any particular application for, or recipient or former recipient of, any service provided by the Comhairle.

#### Cuspair 17

Earrann 3 - Fiosrachadh a' buntainn ri tagradh airson, no bho neach a tha a' faighinn no a' fhuair, seirbheis sam bith air a sholar leis a' Chomhairle.

#### Appendix to Item 18

Paragraph 5 - Information relating to the adoption, care, fostering or education of any particular child or relating to the supervision or residence of any particular child in accordance with a supervision requirement made in respect of that child under the Social Work (Scotland) Act 1968.

#### Fa-sgrìobhadh aig Cuspair 18

Earrann 5 - Fiosrachadh a' buntainn ri uchd-mhacachd, cùram, altram no oideachadh leanabh sònraichte sam bith no a' buntainn ri bhith a' cumail sùil air no àite-còmhnaidh leanabh sònraichte sam bith a rèir riatanas stiùiridh a chaidh a dhèanamh a thaobh an leanabh sin fo Achd Obair Sòisealachd (Alba) 1968.

#### Item 26(b)

Paragraph 1 - Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder or former office holder, or applicant to become an office holder under, the Comhairle.

#### Cuspair 26(b)

Earrann 1 - Fiosrachadh ann an dàimh ri neach-obrach sam bith, neach a bha ag obair, no tagraiche gu bhith na neach-obrach, neach-dreuchd, no neach aig an robh dreuchd, no tagraiche gu bhith na neach-dreuchd aig a' Chomhairle.

### Item 31

Paragraph 6, 8 & 9 – Information relating to the financial or business affairs of any particular person other than the Comhairle, information relating to the amount of any expenditure proposed to be incurred by the Comhairle under any particular contract for the acquisition of property or the supply of goods or services and information relating to any terms proposed or to be proposed by or to the Comhairle in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

### Item 34

Paragraph 6 and 9 - Information relating to the financial or business affairs of any particular person other than the Comhairle and any terms proposed or to be proposed by or to the Comhairle in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services

### Item 42

Paragraph 12 – Any instructions to Counsel and any Opinion of Counsel (whether or not in connection with any proceedings) and any advice received, information obtained or action to be taken in connection with:

- (a) any legal proceedings by or against the Comhairle; or
- (b) the determination of any matter affecting the Comhairle;

(whether, in either case, proceedings have been commenced or are in contemplation)

### **MINUTES**

- 1 Minute of Meeting of 29 April 2010  
(Vol 2, p 177)
- 2 Declaration of Interest
- 3 Minute of Meeting of Local Government Employees Joint Consultative Committee of 13 May 2010  
(p 1-2)
- 4 Minute of Meeting of Human Resources Sub-Committee of 13 May 2010  
(p 3-6)
- 5 Minute of Meeting Comataidh Buileachaidh Plana Canan of 10 June 2010  
(to follow)
- 6 Minute of Meeting of Human Resources Sub-Committee of 10 June 2010  
(to follow)
- 7 Minute of Meeting of ICT, Procurement and Asset Management Sub-Committee of 10 June 2010  
(to follow)

### Cuspair 31

Earrann 6, 8 & 9 - Fiosrachadh an dàimh ri cùisean ionmhais no gnothachais neach sam bith, a-thuilleadh air a' Chomhairle, fiosrachadh an dàimh ri cùisean ionmhais no gnothachais neach sam bith, a-thuilleadh air a' Chomhairle; Teirmean sam bith tairgste no gu bhith air an tairgse le no ris a' Chomhairle, ann an cùrsa barganachadh airson cunnradh airson ceannachd no reic seilbh no airson solar bathar no seirbheisean; agus fiosrachadh ann an dàimh ri ionmhas ri chosg leis a' Chomhairle fo chunnradh shònraichte airson togalach a cheannach no solar air bathar no seirbheisean.

### Cuspair 34

Earrann 6 agus 9 - Fiosrachadh an dàimh ri cùisean ionmhais no gnothachais neach sam bith, a-thuilleadh air a' Chomhairle, fiosrachadh ann an dàimh ri ionmhas ri chosg leis a' Chomhairle fo chunnradh shònraichte airson togalach a cheannach no solar air bathar no seirbheisean.

### Cuspair 42

Earrann 12 – Òrdugh gu Neach-comhairle no beachd Neach-comhairle (eadar gu bheil seo co-cheangailte ri cùisean laghail no nach eil) no comhairle sam bith a fhuair, fiosrachadh a fhuair no gnìomh ri ghabhail ann an dàimh ri:

- (a) cùisean laghail le no an aghaidh a' Chomhairle; no
- (b) dearbhadh cuis sam bith a tha ri toirt buaidh air a' Chomhairle;

(eadar, anns gach cùis, gu bheil cùisean laghail air an tòiseachadh no gu bheil a beachdadh air a leithid)

### **GEÀRR-CHUNNTASAN**

- 1 Geàrr chunntas na Coinneimh air 29 Giblean 2010  
(Leabhar 2, td 177)
- 2 Clàradh Uidh
- 3 Geàrr-chunntas Coinneamh Co-Chomataidh Comhairleachaidh Luchd-obrach Ùghdarras Ionadail air 13 Cèitean 2010  
(p 1-2)
- 4 Geàrr-chunntas Coinneamh Fo-Chomataidh Sgiobachd air 13 Cèitean 2010  
(p 3-6)
- 5 Geàrr-chunntas Coinneamh Comataidh Buileachaidh Plana Cànan air 10 Ògmhios 2010  
(ri leantainn)
- 6 Geàrr-chunntas Coinneamh Fo-Chomataidh Sgiobachd air 10 Ògmhios 2010  
(ri leantainn)
- 7 Geàrr-chunntas Coinneamh Fo-Chomataidh Fiosrachadh Teicneòlas, Ceannachd agus Rianadh Maoin air 10 Ògmhios 2010  
(ri leantainn)

8	Minute of Meeting of Joint Services Committee of 11 June 2010 (to follow)	8	Geàrr-chunntas Coinneamh Co-sheirbheisean air 11 Ògmhios 2010 (ri leantainn)
	<b>BEST VALUE</b>		<b>LUACH AS FHEARR</b>
9	Audit Scotland – Shared Risk Assessment Assurance and Improvement Plan  Report by Chief Executive  Presentation by Audit Scotland	9	Luchd-sgrùdaidh na h-Alba – Plana Dearbhachd is Leasachadh Measadh Cunnart Roinnte  Aithisg leis an Àrd Oifigear  Taisbeanadh le Buidheann Sgrùdaidh na h-Alba
	<b>FINANCE</b>		<b>IONMHAS</b>
10	<u>General Fund Revenue Outturn 2009/10 Appendix</u>  Report by Director of Finance and Corporate Resources  (p 7-13)	10	Sgrùdadh Maoin Cosgais Choitcheann 2009/10  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 7-13)
11	<u>General Fund Capital Outturn 2009/10 Appendix</u>  Report by Director of Finance and Corporate Resources  (p 15-24)	11	Sgrùdadh Maoin Calpa Coitcheann 2009/10  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 15-24)
12	<u>Review Capital Programme 2008-13</u>  Report by Director of Finance and Corporate Resources  (p 25-27)	12	Ath-sgrùdadh Prògram Calpa 2008-13  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 25-27)
13	<u>Budget Strategy 2011-14 Appendix 1, Appendix 2, Appendix 3</u>  Joint Report by Chief Executive and Director of Finance and Corporate Resources  (p 29-35)	13	Ro-innleachd Buidseat 2011-14  Co-Aithisg leis an Àrd-oifigear agus le Stiùiriche Ionmhais agus Stòras Corporra  (td 29-35)
14	<u>Draft Annual Accounts for the Year Ended 31 March 2010</u>  Report by Director of Finance and Corporate Resources (p 37)	14	Dreach Cunntasan gu Deireadh na Bliadhna 31 Màrt 2010  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 37)
15	<u>Annual Treasury Management Report 2009/10 Appendix 1, Appendix 2, Appendix 3</u>  Report by Director of Finance and Corporate Resources  (p 39-47)	15	Aithisg Rianachd Ionmhais na Bliadhna 2009/10  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 39-47)
16	<u>Write-Off of Debts</u>  Report by Director of Finance and Corporate Resources  (p 49-50)	16	Dubhadh às Fiachan  Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 49-50)
17	Mainland Placement Panel  Report by Director of Social and Community Services  (p 51-53)*	17	Pannal Suidheachadh air Tìr-mòr  Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd  (td 51-53)*

18	Specialist Mainland Placements for Children 2009/10 (Full Year and Current Position in Quarter 1, 2010/11)	18	Àiteachan Sònraichte air Tìr-mòr do Chlann 2009/10 (Fad Bliadhna agus Suidheachadh a' Chiad Ràith 2010/11)
	Report by Director of Education and Children's Services  (p 55-58)*		Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd  (td 55-58)*
19	Financial Monitoring of the Building Maintenance STO for the Period to 31 March 2010	19	Sgrùdadh Ionmhais de STO Glèidheadh Thoglaichean airson an ama gu 31 Màrt 2010
	Report by Director of Technical Services		Aithisg le Stiùiriche Seirbheisean Teicnigeach
20	<u>Financial Performance of Trading Operations</u>	20	Dèanadas ionmhas Obraichean Malairteach
	Report by Director of Finance and Corporate Resources  (p 59-61)		Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 59-61)
21	<u>Winter Maintenance 2009/10 – Expenditure Monitoring</u>	21	Glèidheadh Gearraidh 2009/10 – Sgrùdadh Cosgaisean
	Report by Director of Technical Services  (p 63)		Aithisg le Stiùiriche Seirbheisean Teicnigeach  (td 63)
22	<u>Review of the Adoption and Fostering Service</u>	22	Measadh air Seirbheis Altraim is Uchd-mhacachd
	Report by Director of Education and Children's Services  (p 65-72)		Aithisg le Stiùiriche Foghlaim agus Seirbheisean Cloinne  (td 65-72)
23	<u>Western Isles Children's Panel Advisory Committee and Western Isles Children's Panel: Travel, Subsistence and Financial Loss Allowance Claims</u>	23	Comataidh Comhairleachaidh Pannal na Cloinne anns na h-Eileanan an Iar agus Pannal na Cloinne: Siubhal, Cuid-oidhche agus Tagartasan Cuibhreann Call Ionmhais
	Report by Chief Executive  (p 73-79)		Aithisg leis an Àrd Oifigear  (td 73-79)
	<b>COMMUNITY CARE</b>		<b>CÙRAM COIMHEARSNACHD</b>
24	<u>Joint Planning and Liaison Group Appendix</u>	24	Co-Bhuidheann Dealbhadh agus Ceangal
	Report by Chief Executive  (p 81-84)		Aithisg leis an Àrd Oifigear, CnES  (td 81-84)
25	<u>Update on Home Care Contracted Workforce</u>	25	Fiosrachadh air Luchd-obrach Cùram Dachaigh fo Chunnradh
	Report by Director of Finance and Corporate Resources  (p 85)		Aithisg le Stiùiriche Ionmhais agus Stòras Corporra  (td 85)
26(a)	<u>Local Area Co-ordination Appendix</u>	26(a)	Co-òrdanachadh Sgìre Ionadail
	Report by Director of Social and Community Services  (p 87-108)		Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd  (td 87-108)
26(b)	Local Area Co-ordination – Employment Implications	26(b)	Buaidhean Cosnaidh - Co-òrdanachadh Sgìre Ionadail
	Supplementary Report by Chief Executive and Director of Social and Community Services  (p 109)*		Co-Aithisg leis an Àrd Oifigear agus Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd  (td 109)*

27	<u>Community Meals Service – Care at Home Appendix</u> Report by Director of Social and Community Services (p 111-120)	27	Seirbheis Biadh Coimhearsnachd – Cùram san Dachaigh Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd (td 111-120)
28	<u>Management of the Home Care Service Delivery Hours</u> Report by Director of Social and Community Services (p 121-125)	28	Stiùireadh Uairean Libhrigidh Seirbheis Cùram san Dachaigh Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd (td 121-125)
29	<u>Appointment Of Council Officers Under The Adult Support And Protection (Scotland) Act 2007</u> Report by Director of Social and Community Services (p 126)	29	Suidheachadh Oifigearan Comhairle bho Achd Taic is Dion Inbhich (Alba) 2007 Aithisg le Stiùiriche Sòisealachd agus Seirbheisean Coimhearsnachd (td 126)
<b>BUILDINGS</b>		<b>TOGLAICHEAN</b>	
30	<u>Capital Works: Programme and Progress</u> Report by Director of Technical Services (p 129-130)	30	Obraichean Calpa: Prògram agus Adhartas Aithisg le Stiùiriche Seirbheisean Teicnigeach (td 129-130)
31	Western Isles Schools Project Update Report by Chief Executive (p 131-141)*	31	Fiosrachadh air Pròiseact Sgoiltean nan Eilean Siar Aithisg leis an Àrd-oifigear (td 131-141)*
32	<u>New School Provision at Daliburgh, South Uist</u> Joint Report by Chief Executive and Director of Education and Children's Services (p 143-145)	32	Solar Sgoil Ùr ann an Dalabrog, Uibhist a Deas Co-Aithisg leis an Àrd Oifigear agus Stiùiriche Foghlaim agus Seirbheisean Chloinne
<b>CAPITAL PROGRAMME</b>		<b>PRÒGRAM CALPA</b>	
33	<u>Capital Programme 2008-13: Pontoon Development Programme - Appendix</u> Joint Report by Director of Technical Services and Director of Development (p 147-156)	33	Prògram Calpa 2008-13: Prògram Leasachadh Laimrig Co-aithisg le Stiùiriche Seirbheisean Teicnigeach agus Stiùiriche Leasachaidh (td 147-156)
<b>CONTRACTS</b>		<b>CUNNRAIDHEAN</b>	
34	Winter Maintenance Contracts Report by Director of Technical Services (p 157)*	34	Cunnraidhean Glèidheadh Gearmhraidh Aithisg le Stiùiriche Seirbheisean Teicnigeach (td 157)*
35	<u>Standing Lists of Contractors – 2010 Review</u> Report by Director of Technical Services (p159-186 )	35	Liosta Seasmhach nan Cunnradairean Aontaichte – Measadh 2010 Aithisg le Stiùiriche Seirbheisean Teicnigeach (td 159-186)
36	<u>Patient Travel Service- Proposed SLA with NHS Western Isles</u> Report by Director of Finance and Corporate Resources (p 187)	36	Seirbheis Comhdhail Euslaintich – Aonta Ìre Sheirbheis le NHS Eileanan Siar Aithisg le Stiùiriche Foghlaim agus Seirbheisean Chloinne (td 187)

## ECONOMIC DEVELOPMENT

- 37 Stornoway Townscape Heritage Initiative Year 4 Action Plan

Report by Director of Development  
(p 189-192)

- 38 Harris Tweed Investment Fund

Report by Director of Development  
(p 193-195)

## BUSINESS PLANS

- 39 Service Business Plans 2009/10 – End of Year Progress Report

Report by Chief Executive  
(p 197)

## HUMAN RESOURCES

- 40 Human Resources Strategy  
Appendix 1, Appendix 2, Appendix 3, Appendix 4

Report by Chief Executive  
(p 199-270)

## RELATED MATTERS

- 42 Legal Action v Comhairle nan Eilean Siar

Report by Chief Executive \*

## PRE SCHOOL EDUCATION

- 41 Provision of Pre-School Education in the Western Isles

Report by Director of Education and Children's Services  
(p 271-272)

## PERFORMANCE REVIEW

- 43 Reports Outstanding: Progress

Report by Chief Executive  
(p 273)

## LEASACHADH EACONOMAIGEACH

- 37 Iomairt Dualchais Meadhan-Baile Steòrnabhaigh  
Plana Gnìomh Bliadhna 4

Aithisg le Stiùiriche Leasachaidh  
(td 189-192)

- 38 Maoin Seilbh a' Chlò Hearaich

Aithisg le Stiùiriche Leasachaidh  
(td 193-195)

## PLANAICHEAN GNÌOMH

- 39 Planaichean Gnìomh Seirbheis 2009/1 – Aithisg  
Adhartas Deireadh na Bliadhna

Aithisg leis an Àrd Oifigear  
(td 197)

## STÒRAS DAONNA

- 40 Roi-innleachd Goireasan Daonna

Aithisg leis an Àrd Oifigear  
(td 199-270)

## CUSPAIREAN EILE

- 42 Gnìomh Laghail an aghaidh Comhairle nan  
Eilean Siar

Aithisg leis an Àrd-oifigear \*

## FOGHLAM RO-SGOILE

- 41 Solar Foghlam Ro-Sgoile sna h-Eileanan an Iar

Aithisg le Stiùiriche Foghlaim agus Seirbheisean  
Chloinne  
(td 271-272)

## ATH-SGRÙDADH DHEANADAIS

- 43 Aithisgean Fhathast ri Thighinn: Adhartas

Aithisg leis an Àrd-oifigear  
(td 273)

**NOTE:** The next scheduled meeting of the Committee will be on **Thursday 2 September 2010 at 9.30am**

**FIOSRACHADH:** Bidh an ath Choinneamh den Chomataidh air **Diardaoin 2 Sultain 2010 aig 9.30m**