



COMHAIRLE NAN EILEAN SIAR 2 SEPTEMBER 2010

COMMITTEE DECISION REPORT

POLICY AND RESOURCES COMMITTEE: 2 SEPTEMBER 2010

At its meeting on 2 September 2010 the Policy and Resources Committee considered the business referred to below. The committee approved the recommendations detailed for approval by the Comhairle. Where the Committee has exercised delegated power or used the conditional delegation provisions for any item, this is stated.

Items marked with an asterisk* were considered with the press and public excluded from the Meeting.

<i>Item Title</i>	<i>Agenda Number</i>	<i>Committee's Decision</i>
		It was agreed to recommend that the Chief Executive write to the Chief Secretary to the Treasury outlining the case for delivering the full range of benefit services in the Outer Hebrides
		It was agreed to recommend that the Leader submit a letter of support in respect of the application by Lews Castle College to the Scottish Funding Council for knowledge exchange funding.
Minute of Meeting of 17 June 2010	1	The Minute of Meeting of 17 June 2010 was approved.
Declaration of Interest	2	<p>The Vice Chairman declared an interest in items 16, 17 and 19 due to the employment of a relative in the home care service.</p> <p>Mr Alex A MacDonald declared an interest in item 33 due to the employment of a relative in HIE.</p> <p>The Chairman, Vice Chairman, and Mr Norman M Macleod declared an interest in Item 34 due to their involvement in the sale or supply of fuel.</p>
Minute of Meeting of Community Planning Partnership of 15 April 2010	3	The Minute of Meeting of the Community Planning Partnership of 15 April 2010 was noted.
Minute of Meeting of Comataidh Buileachaidh Plana Canan of 26 August 2010	4	The Clerk sought and obtained the Chairman's permission to withdraw this item.
Minute of Meeting of Human Resources Sub-Committee of 26 August 2010	5	The Minute of Meeting of Human Resources Sub-Committee of 26 August 2010 was noted and item 9 recommended for approval insofar as the Committee's interests were concerned.
Minute of Meeting of ICT, Procurement and Asset Management Sub-Committee of 26 August 2010	6	The Minute of Meeting of ICT, Procurement and Asset Management Sub-Committee of 26 August 2010 was approved.

Minute of Meeting of Joint Services Committee of 27 August 2010	7	The Minute of Meeting of Joint Services Committee of 27 August 2010 was approved.
General Fund First Quarter Capital Monitoring 2010/11	8	It was agreed to recommend, insofar as the Committee's interests were concerned, that the forecast out-turn be approved as the Revised Approved Programme for 2010/11.
General Fund First Quarter Revenue Monitoring 2010/11	9	It was agreed to recommend, insofar as the Committee's interests were concerned, that: <ul style="list-style-type: none"> (1) the Report be noted; (2) the savings from Joint Board requisitions be earmarked to offset the increase in rates charges; (3) the allocation of £6k of Chief Executive's Department carry forward as detailed in Appendix D be agreed; (4) the allocation of Chief Executive's Department carry forward to fund a temporary post to establish the Communities Connect Portal and collate documentation in advance of Best Value 2; (5) analysis of the extent of bus service provision be carried out with a view to identifying any efficiencies that may be achieved in terms of the relevant contractual provisions; and (6) Finance and Strategy Working Group be requested to investigate the reasons for the projected overspend in community care and propose measures to address that overspend and that the Chair of Joint Services Committee be involved in this process.
Budget Strategy	10	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the programme of budget consultation meetings set out Section 5 of the Report be approved in principle subject to the Chief Executive, in consultation with the Leader, being granted delegated authority to ensure that one meeting per electoral ward takes place (with the exception of Stornoway); (2) it be delegated to the Director of Finance and Corporate Resources in consultation with the Finance and Strategy Working Group to agree the proposals for consultation at these meetings; and (3) a Report on options for the 2008-13 Capital Programme be presented for consideration at the next meeting of the Policy and Resources Committee.
Benefits Uptake Service	11	It was agreed to recommend that the Comhairle note the proposed establishment of a post for four years to support the delivery of an advice service for people affected by cancer and other long term disabling conditions.
Debt Recovery Policy and Write-Offs	12	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the debts listed in Appendix A, totalling £10501.35 be written off; and (2) the implementation of a Debt Recovery Policy on the death of a debtor and in relation to the provision of a discretionary service where amounts were owed to the Comhairle be noted.
Mainland Placement Panel	13*	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the decisions taken by the Mainland Placement Panel be noted; (2) the forecasted combined expenditure of £1.174m in respect of the placements detailed in the Appendix to the Report be noted; and (3) the forecasted combined total expenditure of £1.556m in respect of all 26 placements be noted.

Specialist Mainland Placements for Children: August 2010	14	<p>It was agreed to recommend that the Comhairle note the forecasted costs for specialist mainland placements for children, as detailed in the Report, and the actions being taken to address this issue.</p> <p>Arising out of consideration of this item it was noted that a Report would be submitted to an early future meeting in relation to progress with the outcome appraisal for Ardseileach and possible alternatives for children and young people.</p> <p>It was further agreed to recommend that the Appendices in future would include a "pen profile" and details of destinations when placements ended.</p>
Technical Services: Building Maintenance STO Progress Update	15*	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the Recovery Plan as outlined in the Report be approved; and (2) authority be delegated to the Chief Executive, in conjunction with the Director of Technical Services, to implement the structure as detailed in Appendices 2 and 3, following consultation with the Trade Unions and employee groups.
Management of Home Care Service Delivery Hours	16	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the outcome of the Equality Impact Assessment and the stakeholder consultation be noted; (2) the implementation of a waiting list for those service users whose needs are assessed as substantial with effect from 6 September 2010 be agreed; (3) the arrangements introduced by the Director of Social and Community Services for the management of the waiting list as detailed in Appendix 2 be noted; and (4) it be agreed that monitoring information be submitted to future meetings of the Joint Services Committee.
Management of Home Care Workforce	17	<p>It was agreed to recommend that the progress with the implementation of a contracted Home Care workforce be noted.</p>
Follow Up Inspection of Community Care Services	18	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the contents of the Report in relation to the SWIA Inspection of Community Care be noted; and (2) the identified areas for improvement detailed in the Action Plan attached as Appendix A to the Report be noted.
Best Value Review of Care at Home and Home Care Services	19	<p>It was agreed to recommend that the Comhairle approve:</p> <ol style="list-style-type: none"> (1) the Scope for the Best Value Review for Care at Home and Care Home Services be approved; and (2) the involvement of NHS Eileanan Siar and partnership agencies within the Best Value Review process.
Care Home Fees	20*	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the 2010/11 weekly rate for the Care Home identified in the Report be increased to £640 per week from 4 October 2010 with these costs being met as detailed in paragraph 7.4 of the Report; (2) the said Care Home be requested to submit their 2010/11 Accounts to enable the Director of Finance and Corporate Resources, in consultation with the Director of Social and Community Services, to consider any request for additional funding for 2010/11; and (3) a Report be submitted to the December 2010 series of meetings in respect of the adoption of the NCHC (National Care Home Contract).
Capital Works: Programme and Progress	21	<p>It was agreed to recommend that the Report be noted.</p>

Repairs and Maintenance (Revenue) Programme 2010/2011 Quarterly Expenditure Report to 30 June 2010	22	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the Report be noted; and (2) it be noted that further Reports on the repairs and maintenance of properties held on the Service and Policy and Resources accounts will continue to be placed before the Comhairle at quarterly intervals.
Western Isles Schools Project Update	23*	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) the terms of the update be noted; (2) the revised funding arrangements be noted and the Comhairle agree to proceed on that basis; and (3) the Comhairle agree to re-use, within the project schools, the furniture, fittings and equipment identified in the Legacy Survey as being suitable for the purpose provided that it met the required specification.
ICT and Videoconferencing in Comhairle Offices	24	<p>It was agreed to recommend that:</p> <ol style="list-style-type: none"> (1) it be delegated to the Chief Executive, in consultation with the Director of Finance and Corporate Resources, to the extent that it can be achieved using departmental budgets and carry forward from 2009/10 to <ol style="list-style-type: none"> (a) procure a replacement audio and recording system for the Council Chamber; and (b) to address the issues in relation to videoconferencing between the meeting room in the Council Offices, Balivanich and Barra and the Council Chamber; (2) the Chief Executive, in consultation with the ICT, Procurement and Asset Management Sub-Committee and the Director of Finance and Corporate Resources, be authorised to produce and cost a specification for upgrading videoconferencing facilities in the Council Chamber and report back through the said Sub-Committee; and (3) a proposal for capital works to the Council Chamber and other Comhairle meeting facilities to take full advantage of videoconferencing facilities and E-agenda implementation be submitted for consideration as part of the 2013-17 Capital Programme. <p>Arising out of consideration of this item it was agreed that a member of staff from the IT service would be present at the commencement of all future videoconferencing.</p>
56 Seaforth Road, Stornoway	25*	<p>It was agreed to recommend that the Director of Development, in consultation with the Chief Executive, be authorised to utilise the underspend on the CIMC on relevant works including those detailed in paragraph 5.4 of the Report, subject to approval from other funding partners.</p> <p>Arising out of consideration it was further agreed to recommend that the area of ancillary land adjacent to 50 Seaforth Road, Stornoway which the Comhairle to agreed to sell on 17 December 2009 be 51 square metres.</p>
Lochmaddy Pier Works: Prudential Borrowing	26	<p>It was agreed to recommend, insofar as the Committee's interests were concerned, that the balance of funding of £215,000 be funded from prudential borrowing at an annual cost of £13,986 for the period of 30 years from existing Transportation (Piers and Harbours) budgets.</p>
Manor Roundabout Improvement		<p>It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle approve:</p> <ol style="list-style-type: none"> (1) the PID for the Manor Roundabout Improvements at Appendix 1; and (2) homologate the action of the Director of Technical Services in implementing the project prior to PID approval.

Statutory Compliance Work to Dun Eidean, Stornoway	27	It was agreed to recommend, insofar as the Committee's interests are concerned, that £82k be released from the approved Capital Project CS JS 5, Statutory Compliance Work (Residential and Day Care Facilities), as detailed in the PID appended to the Report by the Director of Social and Community Services.
Funding of Cleansing Services Fleet Replacement Programme	28	It was agreed to recommend that: <ul style="list-style-type: none"> (1) in future, the Cleansing Service's vehicle replacement programme be funded from the capital charge repayments associated with the Service budget; and (2) it be delegated to the Director of Finance and Corporate Resources in consultation with the Director of Technical Services to fund fleet replacement through prudential borrowing.
Standing Lists of Contractors: Suspension of a Contractor	29*	It was agreed to recommend that it be noted that: <ul style="list-style-type: none"> (1) the Contractor detailed in the Report by the Director of Technical Services had been suspended from the Standing Lists held by the Director of Technical Services; and (2) the latent defect which had arisen at the property identified in the Report, and the proposed course of action to rectify the defect.
Allocation of Works to Former Commercial Operations Unit	30*	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the findings of the Report insofar as they related to the Comhairle's decision of June 2010 be noted; (2) it be delegated to the Director of Technical Services, in consultation with the Chief Executive, to establish an updated Service Level Agreement for the provision of Building and Roads Maintenance Services and Works within the terms of the Comhairle's Contract and Financial Regulations and its Purchasing Policy; and (3) the Chief Executive be asked to investigate this matter and report back to an early future meeting to the Committee.
Best Value Service Review 6 Month Follow Up – Building Maintenance and the Client and Contractor Split	31	It was agreed to recommend that the progress of on going improvements across the Building Maintenance and Property Maintenance following the Best Value Review be noted.
Best Value Service Review 6 Month Follow Up – Building Cleansing	32	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the terms of the Improvement Plan be noted; and (2) the progress of the on going improvements across the Building Cleaning Service following the Best Value Review be noted.
Review of the Purpose of an Enterprise Agency	33	It was agreed to recommend that the response to the review of the purpose of an enterprise agency as per the draft response attached at Appendix 2 to the Report be approved.
Fuel Derogation	34	It was agreed to recommend that: <ul style="list-style-type: none"> (1) the Comhairle support and lobby for an introduction of a fuel derogation pilot in the Outer Hebrides; and (2) the Chief Executive be authorised to write to the UK Government recommending the Outer Hebrides and other Scottish islands areas as the most appropriate location for an initial pilot fuel derogation project.
The Scottish Government's Housing Policy Discussion Document	35	It was agreed to recommend that the Director of Development, in consultation with the Chairman of the Environment and Protective Services Committee and the Local Housing Strategy Member Officer Working Group be authorised to respond on behalf of the Comhairle to the Scottish Government's 'Housing: Fresh Thinking, New Ideas' Discussion Document.

Involvement of Young People in the Decision Making Process	36	<p>It was agreed to recommend that:</p> <p>(1) the Report be noted; and</p> <p>(2) updates in relation to the work of Pupil Fora, the Joint Liaison Committee and any joint initiatives be submitted to the Information Bulletin on a six monthly basis.</p>
Introduction of Electronic Agendas	37	<p>It was agreed to recommend that:</p> <p>(1) the introduction of Electronic Agendas from the October 2010 series of meetings, as detailed in the Report be approved; and</p> <p>(2) the distribution list for Agendas as detailed in Appendix 1 to the Report be approved.</p>
Freedom of Information (Scotland) Act 2002 – Performance Update	38	<p>It was agreed to recommend that:</p> <p>(1) the Report be noted; and</p> <p>(2) six monthly monitoring Reports be placed in the Information Bulletin unless performance falls below the 80% target in which case a Report would be submitted to the Committee.</p>
Public Records – Legislation	39	<p>It was agreed to recommend that the draft response to the consultation attached as Appendix 2 to the Report be approved.</p> <p>Arising out of consideration of this item it was agreed that an update would be provided to members in relation to progress towards compliance with the Section 61 Code of Practice.</p>
Reports Outstanding: Progress	40	<p>It was agreed to recommend that the Report be noted.</p>
Integrated Transport Working Group	41	<p>It was agreed to recommend that the progress of the Integrated Transport Working Group be noted.</p>
Prospective Applications for EU Assistance Autumn 2010	42	<p>It was agreed to recommend that:</p> <p>(1) the progress made regarding the submission of Stage 1 bids to Round 5 of the EU ESF and ERDF Highlands and Islands Convergence Programme 2007-2013, as set out in section 4 of the Report be noted; and</p> <p>(2) the submission of the following Stage 2 applications, subject to the agreement of the Comhairle in November 2010 to financial implications be noted:</p> <ul style="list-style-type: none"> (i) Supporting the Outer Hebrides Hydrogen Infrastructure (Revenue) (ii) Supporting the Outer Hebrides Hydrogen Infrastructure (Capital); (iii) A865 Spinal Improvements (Uist); (iv) Lews Castle/Museum nan Eilean; and (v) Include Us. <p>Arising out of consideration of this item it was agreed that the Chief Executive submit a Report to the next meeting of the Committee in relation to the potential for the Comhairle to work in partnership with UHI in respect of the provision of post-graduate placements in the Outer Hebrides.</p>
Islenet	43*	<p>It was agreed to recommend that the Chief Executive be authorised to engage on behalf of the Islands Commission of CPMR Dr Panos Coroyannakis as Islenet Manager for a three year period from 1 January 2010 (notwithstanding the date hereof) to 31 December 2012 on such terms and conditions as the Chief Executive should deem appropriate.</p>
Technical Services Trading Operations	44*	<p>It was agreed to recommend that the Comhairle delegate authority to the Chief Executive, taking into account the responses to the consultation process and the effect on Departmental structures, to approve the management structure for Technical Services Trading Operations.</p>