



COMHAIRLE NAN EILEAN SIAR

POLICY AND RESOURCES COMMITTEE

Minute of Meeting held in the
Council Offices, Stornoway,
on Thursday 3 September
2009 at 9.30am

PRESENT

Mr Angus Campbell (Chairman)
Mr Norman A MacDonald
Mr Alex A MacDonald
Mr Archie K Campbell
Mrs Agnes Rennie

Mr John A Maciver
Mr Norman M Macleod
Mr Roddie Mackay
Mr Charlie Nicolson
Mrs Annie MacDonald

APOLOGIES

Mrs Morag Munro

Mr Donald Manford

Investment in Local Economy

The Chairman referred to a number of Reports which had been submitted to the series of meetings proposing the release of further elements of the Comhairle's capital programme which should allow for some much needed work to be released to the local market. These Reports would result in around £2.345million being released into the local construction market between the date of the meeting and 2011. He stated that this sum did not include works already on site or works which would be allocated directly to the COU. At Environment and Protective Services Committee the Comhairle had also been advised by HHP that around £5million would be spent on new housing projects between September 2009 and March 2010. The bulk of this was money secured by the Comhairle through the Affordable Housing Investment Programme.

The Chairman indicated that the Development Department funding from the Community Regeneration Challenge Fund, the Community Renewable Support Fund, Community Land Resources Development Programme and Creative Hebrides amounting to £500k was being approved which would ensure that capital projects with a total value of £4.18m were able to go ahead. These projects would bring benefit to the whole of the Outer Hebrides.

Hebrides Range

The Chairman further informed the Committee that concerted efforts had been undertaken by the Hebrides Range Taskforce over the past weeks. These efforts had included commissioning defence specialists to review the defence and technical elements of the QinetiQ proposals; the commissioning of consultants to provide independent review of the socio-economic impacts that may accrue from implementation of the proposals; and the commissioning of PR and lobby support to support the activities of the Taskforce. A range of meetings and briefings had been held with Ministers and officials of both the UK and Scottish Government's; with Defence and Treasury officials and with Opposition representatives. The Taskforce had achieved significant access at the highest level of Government to press for the retention of range facilities in the Uists and Benbecula.

The Taskforce had put together a detailed and comprehensive response to the consultation on the QinetiQ proposals. The key overall conclusions of the Taskforce were that:

- the proposals would have a serious detrimental effect on a critical UK strategic defence asset;
- the proposals lacked credibility and would not achieve anticipated cost savings;

- the proposals would result in significant additional expenditure to UK plc, and
- the proposals would have a devastating effect on the local economy.

The Taskforce had also made a series of recommendations to the Minister, the primary recommendation being that:

- The Minister reject the proposals presented by QinetiQ in relation to the Hebrides Range as they were not in the best interests of UK defence capability, did not provide value for money and would have a devastating impact on a fragile local economy.

The Chairman indicated that the Comhairle had submitted its own response echoing and supporting the findings of the Taskforce. It was anticipated that the Minister would come to a conclusion within a month of the closing date of 20 August 2009

The Taskforce viewed that submission as being the first step in the overall campaign to retain and develop the Hebrides Range. The next meeting of the Taskforce would take place on Friday 4 September 2009 in Benbecula, where it was anticipated that there would be discussions and that the next phase of the campaign would be agreed.

The Chairman stated that the Comhairle, the community and all partners had come together to good effect over the last months and it was essential that the momentum was kept going. Whatever the Minister's decision it would be essential that the Comhairle maintain the effort to ensure that the exceptional range facility in Benbecula and the Uists was built upon and the first class staff who had served that facility, QinetiQ and the MoD loyally over the past fifty or so years were supported.

Highlands and
Islands
Enterprise

The Chairman referred to the impact on the Outer Hebrides economy of changes in the remit of Highlands and Islands Enterprise with particular reference to initiatives in which the Comhairle was involved.

It was agreed to recommend that the Chairman and Chief Executive of Highlands and Islands Enterprise be invited to meet with Members of the Comhairle to explain their role, remit and funding and that Alasdair Allan MSP also be invited to that meeting; the purpose of the meeting being to discuss HIE's future support for the Outer Hebrides, opportunities for partnership working, and the following specific matters:

**Inter Island Business Development Scheme;
Connected Communities;
Townscape Heritage Initiative; and
Harris Tweed Visitor Centre**

Mr John Edward

The Chairman welcomed Mr John Edward to his first meeting of the Committee since his appointment as Head of Community Care and Criminal Justice.

Mrs Cathie
Johnson

The Chairman congratulated Mrs Cathie Johnson who had studied to become a Social Worker while working as a Social Work Assistant in the Balivanich Office. Ms Johnson had graduated with First Class Honours and was now working with the Comhairle as a Social Worker. The Chairman stated that this was an excellent example of one of the Comhairle's own employees being trained to take up "hard to fill" posts with the Comhairle's support.

Mr Don Catterall

The Chairman paid tribute to Mr Don Catterall, Revenues Manager, Finance and Corporate Resources, who was retiring on 11 September after 19 years with the Comhairle. The Chairman extended very best wishes to Mr Catterall and wished him a long and happy retirement.

MINUTES

Minute of Meeting of 18 June 2009	1	The Minute of Meeting of 18 June 2009 was approved .
Declaration of Interest	2	<p>Mrs Annie MacDonald declared an interest in Item 23 as a relative operated a haulage business and left the meeting during consideration of the matter.</p> <p>Mr Donald John MacSween declared an interest in Item 24 and left the meeting during consideration of the matter.</p> <p>Mr Philip R McLean declared an interest in Item 24 as the Comhairle representative on Lewis and Harris Building Preservation Trust and remained in the meeting during consideration of the matter.</p> <p>The Vice-Chairman declared an interest in Item 48 due to the employment of a relative within the home care service and left the meeting during consideration of the matter.</p>
Minute of Meeting of Comataidh Buileachaidh Plana Canan of 7 July 2009	3	The Minute of Meeting of Comataidh Buileachaidh Plana Canan of 7 July 2009 was recommended for approval .
Minute of Meeting of Human Resources Sub-Committee of 29 July 2009	4	The Minute of Meeting of Human Resources Sub Committee of 29 July 2009 was noted .
Minute of Meeting of Human Resources Sub-Committee of 27 August 2009	5	The Minute of Meeting of Human Resources Sub-Committee of 27 August 2009 was noted and items 7, 10, 13 and 18 recommended for approval .
Minute of Meeting of Comataidh Buileachadh Plana Canan of 27 August 2009	6	The Minute of Meeting of Comataidh Buileachaidh Plana Canan of 27 August 2009 was recommended for approval .
Minute of Meeting of Joint Services Committee of 28 August 2009	7	The Minute of Meeting of Joint Services Committee of 28 August 2009 was recommended for approval , in so far as the Committee's interests are concerned.

CONSTITUTION

Significant Trading Operations/Trading Operations Member Officer Working Group: Proposed Amendment to Remit CB015 8 With reference to Item 9 of the Minute of Meeting of 4 September 2008 the Chief Executive submitted a Report proposing an amendment to the remit of the Significant Trading Operations/Trading Operations Member/Officer Working Group (STO/TO MOWG). The Report stated that a review was currently being undertaken of the Homecare Service and proposed that the STO/TO MOWG remit be extended to include a monitoring role in relation to the implementation of that Review, including consideration of matters of operational detail and providing guidance to officers in the exercise of their delegation.

It was agreed to recommend that the Comhairle extend the remit of the Significant Trading Operations/Trading Operations Member/Officer Working Group to include a monitoring role in relation to the implementation of the homecare review including consideration of matters of operational detail and providing guidance to officers in the exercise of their delegation.

Appointment of Member to ICT, Procurement and Asset Management Sub-Committee PR01.02 9 The Chief Executive submitted a Report to appoint a Member to fill the vacancy on the ICT, Procurement and Asset Management Sub-Committee following the resignation of Catherine Macdonald.

It was agreed to appoint Mr John Mackay to the ICT, Procurement and Asset Management Sub Committee.

Consumer Direct Advisory Group: Appointment of Member PR01.02 10 The Chief Executive submitted a Report to nominate an elected Member to the Consumer Direct Advisory Group, to represent COSLA. The Report stated that the key role of the new Group would be to advise the Office of Fair Trading on the development and delivery of the Consumer Direct Service and to offer constructive challenge and assurance. The proposed remit of the Group was appended to the Report at Appendix 1.

It was agreed to recommend that the Comhairle appoint the Chairman to represent COSLA on the Consumer Direct Advisory Group and Mr Kenneth M Murray be appointed as a substitute Member.

GOVERNANCE

Involvement of Young People in the Decision Making Process PR01.02 11 With reference to Item 11 of the Minute of Meeting of 30 April 2009 the Chief Executive submitted a Report to update on initiatives being undertaken within the Comhairle to engage with young people and to propose the establishment of a Young Persons' Joint Liaison Committee. The Report stated that discussions had taken place with relevant teaching staff and officers within the Departments of Education and Children's Services and Social and Community Services and that Pupil fora were currently being established in learning community areas by Education and Children's Services. The Report proposed that the most effective means of engaging with young people at the moment would be to establish a Young Persons' Joint Liaison Committee which would operate in the same manner as the Joint Consultative Committees that were already in place with the Comhairle. A proposed remit of the Group was detailed in Appendix 1 to the Report.

It was agreed to recommend that the Comhairle:

- (1) **note the work currently being undertaken in the Education and Children's Services and Social and Community Services Departments in relation to engagement with young people;**
- (2) **agree to establish a Young Persons' Joint Liaison Committee with the remit detailed in Appendix 1 to the Report and appoint Mr Charlie Nicolson, Mrs Catriona Stewart, Mrs Agnes Rennie, Mr John A Maciver, Mr Uisdean Robertson, Mr Archie K Campbell, Mr John Mackay and Mr Norman A MacDonald to the Joint Liaison Committee; and**

- (3) agree that a further Report would be considered when a Pupil Forum for each Learning Community Area had been established.

FINANCE

General Fund 12 With reference to Item 9 of the Minute of Meeting of 18 June 2009 the Director of Finance and Corporate Resources submitted a Report which provided details on the progress of the 2009/10 Capital Programme at 30 June 2009 and sought approval of the forecast out-turn as the Revised Approved Programme for 2009/10. Appendix 1 to the Report summarised the income and expenditure by Committee and the expenditure approved for funding by Prudential Borrowing was detailed at Appendix 2 to the Report. It was indicated in the Report that the forecast Capital Expenditure for 2009/10 was £16,758k at 30 June 2009 and this included £3.5m of expenditure on projects which had commenced under the 2004-08 programme which were still in progress at 31 March 2009. The Report further stated that as at 30 June 2009 10% of the forecast expenditure for the year had been achieved.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle approve the forecast out-turn as the Revised Approved Programme for 2009/10.

General Fund 13 The Director of Finance and Corporate Resources submitted a Report which detailed the Comhairle's revenue outturn for 2009/10 and sought approval for Departmental carry forwards. A summary of the Comhairle's first quarter revenue outturn was detailed at Appendix A to the Report which showed a projected net overspend of £1,564k. Appendix B provided details of the Comhairle's forecast balances for 2009/10 and detailed how the forecast planned deficit and changes that had already occurred in the current year would reduce actual balances to £2,390k by 31 March 2010. Appendix C summarised the 2008/09 carry forward and a detailed narrative of the departmental budgets was provided at Appendix D to the Report. The Report stated that despite the allocation of additional resources for Children's Mainland Placements, the service was forecasting an overspend of £905k. Energy cots, particularly in relation to Education properties and Social Work transport services were also providing substantial overspends.

The Chairman formally ruled a material change of circumstances to enable the Best Value Review of Integrated Transport to be addressed; before the review of External Funding; said material change being the projected overspend on social work transport services and the consequent urgency to address this issue.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) note the Report;
- (2) agree the proposed use of the Finance and Corporate Resources carry forward as set out in Appendix D to the Report; and
- (3) agree to carry out the Integrated Transport Best Value Review in 2009/10 and that External Funding become the substitute review.

Budget Strategy 2010-13 PR100.01 14 The Chief Executive and Director of Finance and Corporate Resources submitted a joint Report recommending a strategy for the Comhairle's financial planning 2010-13. The Report stated that the first quarter revenue monitoring showed a forecast deficit for the year projected at £1.5m with a potential recurring element of £0.9m which would increase the savings targets for 2010/11 to £4.1m. The Report recommended that the Comhairle continue to work towards the commitments in the Concordat on the basis of a continuing Council Tax freeze.

The Report further stated that there were a number of important factors that the Comhairle should continue to try to influence through working with COSLA which were:

- A fair allocation of resources of Local Government;
- Stability in the allocation of resources between authorities;
- A focus on outcomes and flexibility in the Concordat to achieve these;
- A national approach to managing pay (and other remuneration); and
- An early announcement of settlement figures for 2010/11.

It was agreed to recommend that the Comhairle agree:

- (1) the proposed approach to the short and medium term setting of the Comhairle's budget as set out in the Report;**
- (2) to work towards implementation of the Concordat on the basis of a continuing Council Tax Freeze; and**
- (3) to work with COSLA to achieve the aims set out above.**

Write Off of Debts PR100.07 15 With reference to Item 14 of the Minute of Meeting of 18 June 2009 the Director of Finance and Corporate Resources submitted a Report which recommended that debts totalling £5464.13 in respect of Council Tax and Sundry Debt, as detailed in Appendix A to the Report, be written off as they were considered to be irrecoverable.

It was agreed to recommend that the Comhairle write off the debts listed in Appendix A to the Report, totalling £5464.13.

Benefit Take Up Campaign (Claim It!) 16 With reference to Item 16 of the Minute of Meeting of 30 April 2009 the Director of Finance and Corporate Resources submitted a Report to update the Comhairle on the progress and outcomes from the Benefit Take-up Campaign Claim It! The monitoring report advised of a significant milestone in that over £1 million of additional income has been secured for claimants in the Western Isles through the Campaign. The monthly monitoring report for June 2009 was attached as Appendix 1 to the Report. It was stated at the meeting that the figures for July 2009 had recently been received and that a total of £1,305,262.68 had now been secured.

It was agreed to recommend that the Comhairle:

- (1) welcome the achievement of over £1 million additional benefits secured for claimants in the Western Isles by the Claim It! Campaign;**
- (2) agree that this achievement and the availability of the service be publicised to encourage take-up; and**
- (3) agree that update Reports be provided to the Comhairle in relation to take-up providing, if practicable, a breakdown highlighting new applications.**

Debt Recovery Policy PR100.07 17 The Director of Finance and Corporate Resources submitted a Report to seek approval of the consultative draft Debt Recovery Policy. The Report stated that the existing Policy had been in place for a number of years and a review of the policy had been undertaken to ensure that the recovery process was clear. The draft Policy was attached at Appendix 1 to the Report. The draft policy built on the existing Policy and sought to set clear timescales for the recovery process and the action to be taken at each stage of the process. It was further stated that new sheriff officers had recently been appointed who hoped to work with debtors to achieve affordable payment plans.

It was agreed to recommend that the Comhairle approve the consultative draft Debt Recovery Policy.

Arising out of consideration of this matter, it was agreed to recommend that the Chairman write to the Secretary of State for Scotland seeking his support in ensuring that access to benefits was maximised.

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraphs 8 and 9 of Schedule 7A to the Local Government (Scotland) Act 1973 namely, 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 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 would be disclosed.

Connected Communities Broadband Network PR11.09 18 * With reference to Item 49 of the Minute of Meeting of 25 June 2008 the Director of Finance and Corporate Resources submitted a Report to consider the future funding and management arrangements for the Connected Communities Broadband Network. The Report stated that the Connected Communities Broadband Network had been set up by HIE in 2005, in partnership with the Comhairle and NHS Eilean Siar, to provide broadband services to public and private sector customers throughout the Western Isles.

It was agreed to recommend that the Comhairle agree:

- (1) to work with HIE and NHS Eileanan Siar to agree a funding package for Connected Communities for 2010-13 on the basis of the principles detailed in paragraph 2.14 of the Report;**
- (2) to make the case to the Scottish Government for additional funding in line with the principles of Pathfinder;**
- (3) that the Chief Executive seek an urgent meeting with Scottish Government to discuss the future of Connected Communities and interconnect 2;**
- (4) that engagement also take place with UK Government in relation to wider connection issues and access of Outer Hebrides businesses and residents to broadband; and**
- (5) that a Report on options for the future management of Connected Communities be presented once the matter had been considered by the Project Board.**

Specialist Mainland Placements for Children 2009/10 SW02 19 The Chief Executive submitted a Report which detailed the current position with regard to specialist mainland placements for children and the continuing budgetary pressures arising from these placements. The Report stated that the budget deficit for the Comhairle for 2009/10 in relation to children's mainland placements was estimated at £905,951. It was further stated in the Report that further actions would be required to address the current anticipated overspend.

It was agreed, insofar as the Committee's interests were concerned, to recommend that the Comhairle:

- (1) note the forecasted costs for specialist mainland placements as detailed in the Report; and**
- (2) authorise the Chief Executive to carry out detailed option appraisals to assess the viability of developing alternative residential/respite resource on the Western isles for children and young people with a range of disabilities, and to develop a wider range of foster care.**

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 3 of Schedule 7A to the Local Government (Scotland) Act 1973 namely information relating to any particular application for, or recipient or former recipient of, any service provided by the Comhairle, would be disclosed.

Mainland Placement Panel SW01.17 20 * With reference to Item 18 of the Minute of Meeting of 30 April 2009 the Director of Social and Community Services submitted a Report advising the Comhairle of the decisions from the seventh and eighth meeting of the Mainland Placement Panel and the current updated list of adult mainland placements. The Report stated that following discussion the Panel had agreed to consider at the May 2009 meeting invoice issues in respect of mainland providers, the inclusion of CHI numbers (Health Service unique patient identifier) on the Specialist Adult Mainland Placements Chart and to consider a Report in respect of review arrangements for individuals who were 100% funded by NHS Western Isles.

The Report further stated that at the July 2009 meeting of the Mainland Placement Panel, the Panel had agreed that the clients listed on the chart would be reviewed in groups of four.

It was agreed to recommend that the Comhairle:

- (1) note the decisions taken by the Mainland Placement Panel; and**
- (2) note the forecasted combined expenditure of £1.1m detailed in Appendix 1 to the Report.**

Provision of Customer Services to Third Parties C01.04 21 The Chief Executive and Director of Finance and Corporate Resources submitted a joint Report seeking to amend the Scheme of Delegation in relation to Customer Services. The Report stated that the Comhairle had been approached by a third party asking to provide certain services such as cashing of cheques. The Comhairle's Scheme of Delegation did not currently allow the Director of Finance and Corporate Resources to enter into an agreement to provide services to third parties under delegated powers.

It was agreed to recommend, that insofar as the Committee's interests were concerned, the Comhairle agree that the Chief Executive be authorised to amend the Scheme of Delegation to include the following additional delegation to the Director of Finance and Corporate Resources:

"to enter into agreements to provide Customer Services for third parties provided that he is satisfied that to do so would not expose the Comhairle to an unacceptable risk."

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraphs 8 and 9 of Schedule 7A to the Local Government (Scotland) Act 1973 namely, 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 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 would be disclosed.

COU Fourth
Quarter 2008/09
Monitoring
Report
CB011

- 22 * The Director of Technical Services submitted a Report which advised Members of the trading performance of the Commercial Operations Unit as at 31 March 2009. The Report stated that the Building Maintenance STO was showing an overall deficit of £89k at the end of the financial year, with other trading activities showing an overall trading deficit of £276K. The key reasons for the deficits were detailed in the Report. An analysis of financial outcomes was given in Appendix 1 to the Report.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) **note the Report; and**
- (2) **agree that the Director of Technical Services, in consultation with the Director of Finance and Corporate Resources, submit a detailed Report to the Transportation Committee on overspends in relation to Roads, Bus Operation, Street Lighting and Fleet Operations Trading Operations.**

Inter-Island
Business
Development
Scheme
T12

- 23 The Director of Development and the Director of Technical Services submitted a joint Report which provided an update on the Inter-Island Business Development Scheme (IBDS) and outlined the options and cost implications of offering discounted inter-island ferry fares. The Report stated that the Scheme had been introduced in 2006 as a specific pilot to make the economic case that lower fares would stimulate additional business and support economic and business development in the Outer Hebrides by stimulating and increasing business between the three main islands groupings and that the Scheme had proved very successful over the last three years.

The Report further indicated that the budget allocation had been exhausted and additional resources would be required to allow the Scheme to continue. It had been envisaged that Highlands and Islands Enterprise (HIE) would provide financial support toward the pilot stage but HIE had indicated that, following recent changes to their remit, they were no longer able to provide any financial support.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle agree to:

- (1) **discontinue the Inter Island Business Development Scheme upon completion of the pilot phase;**
- (2) **seek engagement with Scottish Government to make the case for the inclusion of the Sounds of Harris and Barra crossings in any subsequent RET scheme developed following completion of the RET pilot phase;**
- (3) **prioritise the scheme as part of the Budget Setting process for 2010/11, request that the Chief Executive and Director of Finance and Corporate Resources consider any options for further funding within 2009/10 and provide a verbal update to the Comhairle on 3 September 2009; and**

- (4) **authorise the Chief Executive to arrange a meeting with HIE, Caledonian MacBrayne, Scottish Government and Alasdair Allan MSP to discuss how fares on the Sounds of Harris and Barra could be made more affordable and that the Comhairle be represented at the meeting by the Chairs and Vice-Chairs of Transportation, Sustainable Development and Policy and Resources Committees.**

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 6, 8 & 9 of Schedule 7A to the Local Government (Scotland) Act 1973 namely 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 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 would be disclosed.

Townscape
Heritage
Initiative
DS40

- 24 * The Director of Development and Director of Finance and Corporate Resources submitted a Report reporting changes in the Stornoway Townscape Heritage Initiative and seeking approval of a revised proposal for submission to the Heritage Lottery Fund. The Report stated that since the last meeting of the Committee it had emerged that HIE were unlikely to be in a position to provide their full contribution leaving a funding gap of £280,000 and the bid for ERDF for the Town Hall had been unsuccessful. The Report proposed that the Comhairle should prepare a revised proposal for HLF approval and as a funding partner Historic Scotland's agreement to the revised proposals would also be required.

The Report stated that the Lews Castle walls project would be one of the five elements of the THI and that a Heads of Agreement would be required. A draft was attached at Appendix 1 to the Report.

The Report considered the two options to address the situation:

1. to scale down all elements of the programme including both critical projects; and
2. to revise the overall THI package.

It was proposed at the meeting that, following analysis, the Industrial Female School would not proceed under the THI and that the Comhairle seek to accommodate the prospective tenants elsewhere. It was hoped that the preparation work due on the IFS would not be lost and, in the event that it had not been able to proceed by that time, it be considered for capital grant funding in the next capital programme.

It was agreed to recommend that the Comhairle:

- (1) **delegate to the Chief Executive, in consultation with the Leader, Chair of Sustainable Development and the Director of Development, to agree with the Heritage Lottery Fund and Historic Scotland a revised package of Townscape Heritage Initiative projects on the basis set out in the Report at paragraphs 8.1 – 8.6;**
- (2) **agree that the revised package should seek to deliver as many as possible of the original Townscape Heritage Initiative outputs and retain as much Heritage Lottery Fund and Historic Scotland funding as possible;**
- (3) **agree that any shortfall in the funding required for the Town Hall be met from the Stornoway Heritage Projects lines of the Capital Programme;**
- (4) **approve the Lews Castle Walls project Heads of Agreement detailed at Appendix 1 to the Report; and**

- (5) agree that discussions continue with Lewis and Harris Building Preservation Trust in relation to the Industrial Female School (IFS) project, that a Report be submitted to a future meeting of the Committee in relation to underwriting of design fees to date and, in the event that the IFS project has not proceeded by that time, that the project be considered for inclusion as a capital grant in the Comhairle's Capital Programme 2013-17.

BUILDINGS

Capital Works: 25 With reference to Item 18 of the Minute of Meeting of 18 June 2009 the Director of Programme and Progress PR33.01.12 Technical Services submitted a Report detailing programme and progress in respect of properties held on the Policy and Resources and Social Work accounts at pre-construction and construction stages.

It was agreed to recommend that the Comhairle note the Report.

Arising out of consideration of the Report it was agreed that a detailed Report in relation to the translation booth would be circulated to all Members following consideration by the STO/TO MOWG.

Repairs and 26 The Director of Technical Services submitted a Report in respect of expenditure on Maintenance (Revenue) Programme 2008/2009 - Quarterly Expenditure Report to 30 June 2009 PR110.08

It was agreed to recommend, in so far as the Committee's interests were concerned, that the Comhairle note the Report and note that further Reports on the repairs and maintenance of properties held on the Service and Policy and Resources Committee accounts would continue to be placed before Committees at quarterly intervals.

Western Isles 27 * With reference to Item 20 of the Minute of Meeting of 18 June 2009 the Chief Schools Project Update E01.02.15 Executive submitted a Report giving information on the Western Isles Schools Project, WISP. The Report stated that the project had reached another important stage as is approached the end of RIBA Stage C for all five project schools. It was stated in the Report that the Official Journal of the European Union (OJEU) Notice for the Project had been submitted on the target date of 24 July 2009 and formally published on 25 July 2009.

It was further intimated that there was one major design reference group meeting proposed for each school involved in the WISP and that these would take place at the end of August/September 2009. It was intimated that following these meetings it was planned to hold the Public Consultation Exhibition, similar to that which had been held in The Nicolson Institute in March 2009, at the other four school communities where current details of the proposed new schools would be on display and representatives of Sgoiltean Ùra LLP would be present to answer any questions.

It was agreed to recommend that the Comhairle note the current status of the Western Isles Schools Project.

CAPITAL PROGRAMME

Capital Programme: Direct Disabled Access to Leisure and Learning Properties AL06 28 The Director for Social and Community Services submitted a Report outlining the Comhairle's statutory obligation to provide Direct Disabled Access (DDA) within Leisure and Learning properties and seeking approval for the development of a programme of DDA work to Leisure and Learning properties under the 2008-13 Capital Programme. The Report stated that the proposed work involved alterations and upgrades to changing facilities in Lionacleit by the creation of a changing village and in Lionel school by the development of access to facilities, including pool hoists at Shawbost, Lionel and Castlebay pools.

The Report also proposed that changing rooms in Daliburgh and in Shawbost would be developed subject to match funding from the Pitch Development Programme and in the event that these applications for match funding were unsuccessful, that a further Report would be brought to the Committee to determine how these works would be funded.

It was agreed to recommend insofar as the Committee's interests were concerned, that the Comhairle approve the Project Initiation Document attached as Appendix 1 to the Report for the DDA Access Work to Leisure and Learning properties for inclusion in the 2008-13 Capital Programme.

Capital Programme: Electrical Upgrading Programme (Council Offices) CB007 29 The Director of Technical Services submitted a Report to release into the Comhairle's Capital Programme for 2008-13 a capital sum for works associated with ensuring Council Office Buildings complied with current electrical safety standards. The Report proposed that £30k be allocated for the electrical upgrading of the ground floor, Council Offices, Stornoway, as part of the project to refurbish the Ground Floor. The Project Initiation Document was attached as Appendix 1 to the Report.

It was agreed to recommend that the Comhairle agree to release the approved Capital Project CS PR3, Electrical Upgrading Programme (Council Offices), as detailed in the Project Initiation Document attached as Appendix 1 to the Report.

Capital Programme: Fire Precaution Works Programme (Council Offices) CB007 30 The Director of Technical Services submitted a Report seeking authority to release into the Comhairle's Capital Programme for 2008-13 a capital sum for works associated with the Comhairle's statutory duties in respect of fire safety. The Report stated that the top priorities from an initial assessment were as follows, and that these projects would fully utilise the £50k allocated within the Capital budget:

- Installation of a fire alarm system in the Balivanich Offices, which would be the same as the system recently installed in the Stornoway Offices – a system with voice and strobe sounders; and
- Upgrading emergency lighting of escape routes in the Council Offices, Stornoway

The Project Initiation Document was attached as Appendix 1 to the Report.

It was agreed to recommend that the Comhairle agree to release the approved Capital Project CS PR5, Fire Precaution Works Programme (Council Offices), as detailed in the Project Initiation Document attached as Appendix 1 to the Report.

Capital Programme: Disabled Adaptation Works (Council Offices) CB007 31 The Director of Technical Services submitted a Report seeking authority to release into the Comhairle's Capital Programme for 2008-13 a capital sum for works associated with the Comhairle's statutory duties in respect of accessibility. The Report stated that a project had been approved in the 2004-08 Capital Programme to make adjustments to the Registrar's Office in the Town Hall to improve accessibility externally and internally. Due to design changes and delays the construction costs had exceeded the original budget and it was proposed that £17k be used from the 2008-13 Disabled Adaption Works Programme to cover the shortfall. It was further proposed that the remaining £18k be used to make improvements to the Balivanich Council Offices at the entrance and at fire exit routes, both internally and externally. The Project Initiation Document was attached as Appendix 1 to the Report.

It was agreed to recommend that the Comhairle agree to release the approved Capital Project CS PR9, Disabled Adaptation Works Programme (Council Offices), as detailed in the Project Initiation Document attached as Appendix 1 to the Report.

Capital Programme: Care Units Conversion PR100.01 32 With reference to Item 22 of the Minute of Meeting of 18 February 2009 the Director of Social and Community Services submitted a Report seeking authority to formalise the approval of the Care Units Project Initiation Document in respect of the works required to Care Units.. The Report stated that the Comhairle in February 2009 had approved the re-structuring of the Care Unit Service. The Project Initiation Document was appended to the Report as Appendix 1.

It was agreed to recommend that the Comhairle approve the Project Initiation Document appended to the Report in respect of works required to Care Units for inclusion in the Capital Programme 2008-13.

PERFORMANCE MONITORING

Statutory Performance Indicators PR100.01 33 The Chief Executive submitted a Report informing Members of the Comhairle's requirement for local authorities to develop new Performance Indicators 2009/10 and seeking approval of the Comhairle's Performance Indicators that would be reported on publicly in 2009/10. The Report stated that the Comhairle was required to report externally on an array of PIs that reflected fully the breadth of the services and to ensure that Best Value was demonstrated across the services. The process of identifying 'local' PIs thus far had been informed by the Single Outcome Agreement, the Corporate Strategy, the Improvement Agenda Action Plan, and Service Business Plans. The Report detailed the 20 "Specified Performance Indicators" on which the Comhairle was required to Report together with 50 "Local Performance Indicators" which had been put forward following the said process.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) note the Report; and
- (2) approve the proposed list of the Comhairle's Performance Indicators detailed in Appendix 1 to the Report.

COMMUNITY PLANNING/INTEGRATED SERVICES

Single Outcome Agreement 2009-2010 DS09.10 34 With reference to Item 8 of the Minute of Meeting of 18 June 2009 the Chief Executive submitted a Report to update the Comhairle on the Single Outcome Agreement (SOA) 2009-10. The Report stated that the Outer Hebrides Community Planning Partnership Single Outcome Agreement had been co-signed by the Cabinet Secretary for Education and Lifelong Learning and the Chair of the OHCPP. The Partnership were now looking to commence implementation of the SOA activities with particular attention to:

- the overarching strategic framework; and
- community engagement

It was agreed to recommend that the Comhairle note the Report.

INTEGRATED SERVICES

The Hub Initiative PR10 35 With reference to Item 25 of the Minute of Meeting of 18 February 2009 the Chief Executive submitted a Report updating the Comhairle on the Hub Initiative and to seek the Comhairle's approval to proceed as outlined in the Report. The Report stated that the Comhairle had formally agreed to participate in the Hub Initiative and had submitted a Letter of Intent and signed a Memorandum of Understanding between Northern Territory partners. It was indicated that neither of these actions were legally nor financially binding to the Comhairle. The Report further stated that there were Enabling Funds of £30m available to Northern Territory partners over six years for works such as site/land acquisition, ground stabilisation, site clearance, "up front" development or project management costs. The Enabling Fund criteria were attached as Appendix 2 to the Report.

It was stated at the meeting that a number of projects had been mentioned as potential bids to Hub's Enabling Fund such as:

- Harris House Replacement / Harris Clinical Hub;
- Ardseileach Core & Cluster Resettlement;
- Dun Berisay / Dun Eisdean Replacement; and
- St Brendan's Replacement.

It was agreed to recommend that the Comhairle:

- (1) **homologate the actions of the Chief Executive in submitting the letter detailed in Appendix 1 to the Report; and**
- (2) **agree that the Integrated Services Project Team be requested to consider appropriate projects for submission to the Enabling Fund including, without prejudice to the foregoing generality – Harris House Replacement/Harris Clinical Hub; Ardseileach Core and Cluster Replacement; Dun Berisay/Dun Eisdean Replacement; St Brendan's Replacement, and synthetic pitches on the basis that insofar as the Comhairle's interests were concerned, funds already allocated by the Comhairle be utilised as match funding.**

CONTRACTUAL MATTERS

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 6 of Schedule 7A to the Local Government (Scotland) Act 1973 namely information relating to the financial or business affairs of any particular person other than the Comhairle would be disclosed.

Standing
Approved Lists
of Contractors
Construction
Skills
Certification
Scheme –
Progress
PR31.07

- 36 * The Director of Technical Services submitted a Report advising of progress in securing contractor compliance. The Report stated that as agreed in June 2009 the Director of Technical Services was undertaking a comprehensive review of Standing Lists to ensure they were in line with recent changes. Currently 53% of contractors complied with the scheme or were in the process of completing training. Information in relation to 47% of contractors had still to be ascertained. Officers had focussed on contractors who were locally based and who were currently working on Comhairle sites. The Report further stated that there were no contractors whom the Director of Technical Services recommended to be suspended from the Lists.

It was agreed to recommend that the Comhairle:

- (1) note the contents of the Report; and**
- (2) agree that, unless the Director of Technical Services proposed to recommend suspension of any Contractors from the Standing Approved Lists, there would be no update Report provided on compliance with the Construction Skills Certification Scheme Policy in December 2009, so that resources could primarily be utilised to review the Standing Approved List system prior to advertisement of the Standing Approved List arrangements in April 2010.**

Premises
Security
Installations –
Term Contract
LB38.16

- 37 With reference to Item 18 the Minute of Meeting of 7 September 2005 the Director of Technical Services submitted a Report informing of the progress in relation to establishing an all encompassing premises security installation term services contract. The Report stated that Premises Security covered an extensive range of services including CCTV, video entry, audio entry, swipe card entry, intruder detection, fire alarms and emergency lighting. It was considered that the delivery of this type of work would be better served by rolling it into, if possible, a single services Maintenance Term Contract.

It was agreed to recommend that the Comhairle authorise the Director of Technical Services, in consultation with the Chief Executive and Director of Finance and Corporate Resources, to invite tenders for a Premises Security Maintenance Term Contract on the basis outlined in the Report, said contract to be in place in the financial year 2010/11, in line with the Comhairle's Contract Regulations.

HOUSING

Draft Housing (Scotland) 2009 Bill: Consultation Response H01.23	38	<p>The Director of Development submitted a Report concerning a consultation paper in connection with the draft Housing (Scotland) Bill.</p> <p>The Report stated that the Scottish Government had issued a Consultation paper seeking stakeholders views on proposals for the content of a Housing (Scotland) Bill to be introduced to the Scottish Parliament in 2010 and the proposals were to help safeguard social housing stock for future generations and to improve the value of service for tenants and tax payers.</p>
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It was stated in the Report that the consultation included reforms to:

- (a) the right to buy;
- (b) the powers and duties of the Scottish Housing Regulator; and
- (c) introduce a proposal for a new Scottish Social Housing Charter which would define the purpose of social housing and the role of social landlords.

It was emphasised in the Report that an adequate supply of good quality social housing was considered to be crucial to the wellbeing and sustainability of island communities to the Comhairle's ability to meet statutory obligations and to the workings of the Outer Hebrides housing system. The Report detailed the five proposed areas of reform concerning the right to buy entitlement, these included:

- (a) ending right to buy for new social housing;
- (b) ending right to buy for new tenants;
- (c) reforms to pressured area designations;
- (d) extending the ten year suspension; and
- (e) landlords discretion over continuous occupation.

It was further pointed out in the Report that it was predicted that the implementation of the above mentioned proposals would achieve the retention of between 10,000 and 18,000 houses throughout Scotland for Social Rent between 2012 and 2022 and that this equated to a 20% reduction in right to buy sales. The Report emphasised that at present the HHP did not believe that the proposed changes relating to new supply houses would have an adverse effect on their business plan, which was based on HHP retaining the receipts from right to buy sales as an additional income stream. However, it was further stated that the proposed change relating to the removal of the right to buy for new tenants and for existing tenants moving to a new tenancy would possibly have an impact on the business plan and that consequently the partnership were carrying out financial modelling of the proposals to test the potential impact on the business plan. The Report concluded that overall the Draft Housing Scotland Bill would enhance the Comhairle's strategic housing role and be of benefit to the Western Isles. A copy of the Comhairle's proposed response to the consultation on the Draft Housing Scotland Bill was attached at Appendix 2 to the Report.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) approve the consultation response relating to proposals for a Draft Housing (Scotland) Bill as detailed at Appendix 2 to the Report subject to the Chief Executive being given delegated authority to amend the response with a view to ensuring that the regulatory regime in respect of local authorities was not amended, and**
- (2) authorise the Director of Development, in consultation with the Director for Social and Community Services, to respond to the supplementary consultation of Private Housing Issues by 27 September 2009.**

Proposed
Supported
Temporary
Accommodation
Model
H05.10.21

39 The Director of Development submitted a Report giving information concerning the details of the proposed model of homeless supported temporary accommodation. It was stated in the Report that the Comhairle had a statutory duty to provide temporary accommodation for all households presenting as homeless pending, during and in some cases following assessment of their homelessness status.

It was further stated that there were huge demands for temporary accommodation particularly in the Stornoway area which resulted in a great deal of pressure on the Comhairle's existing temporary accommodation and that in order to meet the demand it was proposed that supported temporary accommodation be pursued.

The Report gave details of the proposed model for supported temporary accommodation in relation to:

- (1) the building;
- (2) staffing;
- (3) support;
- (4) revenue costs; and
- (5) capital costs

The Report further intimated that the Comhairle had successfully operated the Old House, Stornoway, which functioned very much like a mini - hostel and which provided 7 units of temporary accommodation and which was staffed by a team of 3 accommodation wardens providing 24 hour cover. The Report concluded that the findings of the Comhairle's hostel feasibility study had clearly identified the need for hostel type provision in Stornoway on the basis of a 25 bed space high to medium support model, with at least 2 members of staff on duty at any one time 24 hours a day. However, it was accepted that in light of the current financial climate, this model was too aspirational and that following investigations into alternative hostel models it was now proposed that a 20 – 24 bed space supported model with 24 – 7 Staffing and daytime support be developed in Stornoway as soon as the necessary capital finance had been secured. It was further emphasised that in light of the current cost to the Comhairle as a result of it's reliance on bed and breakfast accommodation to meet the shortfall in temporary accommodation, it was possible that revenue costs for the model referred to above would not increase the overall costs of the homelessness service to the Comhairle

It was agreed to recommend insofar as the Committee's interests were concerned that the Comhairle approve the proposed model of the temporary supported accommodation outlined in the Report and the Director of Finance and Corporate Resources be authorised, in consultation with the Director for Development, to examine options for the funding of Capital Costs for the proposal, including consultation on the model detailed in the Report with the Scottish Government.

RENEWABLES

Developing Alternative and Renewable Energy (DARE) Scheme of Administration DS61.19 40

The Director of Development submitted a Report seeking approval of the Developing Alternative and Renewable Energy (DARE) Fund Scheme of Administration as set out in the Appendix to the Report and seeking authorisation for the Director of Technical Services, in consultation with the Chair of Sustainable Development to award grants to a maximum of £20,000 and that the Scheme of Delegation be amended accordingly.

The Report stated that the Scheme had been allocated £125k under the 2008/13 Capital Programme and had been established to support projects which would stimulate early stage development of innovative energy related projects and the deployment of innovative technology that would not otherwise receive financial support from existing support schemes and that it was proposed to run the DARE Fund in partnership with Community Energy Scotland. The Report further stated that grant assistance to each individual project would be up to 50% of the total eligible project costs subject to a minimum grant of £10,000 and a maximum of £25,000 although projects of exceptional merit may be considered for a maximum grant of £50,000.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) approve the Developing Alternative and Renewable Energy (DARE) Fund Scheme of Administration as set out in the Appendix to the Report; and**
- (2) authorise the Director of Technical Services, in consultation with the Chair of Sustainable Development; to award grants under the Scheme to a maximum of £20,000 and that the Scheme of Delegation be amended accordingly.**

BioMara Sustainable Fuels from Marine Biomass Technical Stakeholder Workshop DS61.19 – 41

The Director of Development submitted a Report seeking approval to engage with the BioMara Project as a member of the Stakeholder Group and to invite the Bio Mara Project to hold one or more of its dissemination activities in the Outer Hebrides. The Report stated that the Project had been launched in April 2009 and was led by the Scottish Association for Marine Science (SAMS) supported by partner organisations from Scotland, Northern Ireland and that the Republic of Ireland and the aim was to demonstrate the feasibility and viability of producing bio fuels from marine biomass (seaweeds).

The Report further stated that the SAMS BioMara team was keen to engage with organisations in the Outer Hebrides because of the established history of seaweed (macro-algae) harvesting and processing and the project offered potential opportunities in the short, medium and long term to host aquaculture trials in the region; to participate actively in parallel and future research proposals and activities and to establish new markets for the indigenous seaweed industry.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) engage with the BioMara Project as a member of the Stakeholder Group;**
- (2) appoint Mrs Annie Macdonald to represent the Comhairle on the Stakeholder Group;**
- (3) invite the BioMara Project to hold one or more of its dissemination activities in the Outer Hebrides; and**
- (4) suggest that Lews Castle College be invited to form part of the Stakeholder Group.**

EUROPEAN STRUCTURAL FUNDS

- Prospective Applications for EU Assistance Autumn 2009 PR70.01 42
- With reference to Item 41 of the Minute of Meeting of 18 June 2009 the Chief Executive submitted a Report to update on the bids to the EU, ESF and ERDF Highlands and Islands Convergence Programmes 2007-2013. The Report detailed the outcome of the Stage 1 applications and provided an update on those applications which were being progressed to Stage 2 of the process. The Report further stated that there was a parallel process for the submissions of bids for EU assistance by the Community Planning Partnerships and the OHCPP had agreed in principle to progress to Stage 2 with a suite of three projects:
- Stornoway Inner Harbour Regeneration Project;
 - The Hebridean Way; and
 - Bhalto Outdoor Centre.

The Report indicated that the Comhairle had a financial interest in the three proposed projects in the OHCPP bid .

It was agreed to recommend that the Comhairle:

- (1) note the Report;**
- (2) approve, for its interests, the terms of the proposed Outer Hebrides Community Planning Partnership suite bid; and**
- (3) agree to allocate the revenue funding required for the Comhairle and OHCPP applications as detailed in the Appendix to the Report.**

HUMAN RESOURCES

- Ill Health Retirement M06.01 43
- The Chief Executive submitted a Report outlining the procedures in relation to ill health retirement for employees. The Report stated that the Scottish Public Pensions Agency had made amendments to the requirements in relation to ill health. The Discretionary Regulations allowed for the introduction of a Third Tier Ill Health payment and also an increase in the compensation payable to those who cease to be employed from the current maximum payment of 66 weeks. The Report proposed that the Comhairle did not exercise its discretion to increase the maximum compensation and redundancy payments. The new procedures for employees were attached at Appendix 1 to the Report.

It was agreed to recommend that:

- (1) the Comhairle did not introduce a Third Tier Ill Health Payment at the present time;**
- (2) the possible introduction of a Third Tier Ill Health Payment be reviewed in one year's time;**
- (3) the Procedure for Ill Health Retirement for Local Government Employees detailed at Appendix 1 be noted; and**
- (4) the Procedure for Ill Health Retirement for Teachers detailed at Appendix 2 be noted.**

Childcare Vouchers During Maternity Leave M06.01 44 With reference to item 52 of Minute of Meeting of 18 February 2009 a Report was submitted by the Director of Finance and Corporate Resources which sought approval for the establishment of a provision to cover possible liability in relation to the childcare salary sacrifice scheme. The Report stated that recent guidance from Her Majesty's Revenues and Customs had stated their view that childcare vouchers were a non cash benefit and could not be deducted from Statutory Maternity Pay. The employer would therefore be liable to maintain that benefit during the required period. The legal position on liability was not clear and a watching brief was proposed. It was also proposed that the employers' national insurance that would be saved following the payment of the scheme provider fee should be earmarked to offset against any liability should this arise.

It was agreed to recommend that the Comhairle:

- (1) note the position relating to an employer maintaining childcare vouchers during maternity leave; and**
- (2) agree that the employers' national insurance savings arising from the implementation of this scheme be earmarked to offset any liability that may arise.**

Performance Appraisal and Management Standards M06.01 45 With reference to Item 37 of the Minute of Meeting of 30 April 2009 the Chief Executive submitted a Report in relation to the potential roll out of the new performance appraisal forms and management standards. The Report stated that pilot phases had been tested on the Technical Services Department and Finance and Corporate Resources Department and that positive feedback had been received. The Report further stated that new software, Personnel Evaluation System (PES), had been purchased which linked the appraisal system to the Interplan business planning modules and nominations had been sought to provide additional guidance during the development and implementation phase of the software.

It was stated at the meeting that the Local Government Employee Joint Consultative Committee had approved the terms of the Report for its interests and had appointed two representatives to the group supporting the development and implementation of the Personnel Evaluation System.

It was agreed to recommend that the Comhairle approve the new Performance Appraisal forms and the introduction of Management Standards.

COMMUNITY CARE

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 6, 8 & 9 of Schedule 7A to the Local Government (Scotland) Act 1973 namely 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 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 would be disclosed.

OFTTI Exit Strategy SW05 46 * The Director of Social and Community Services submitted a Report which sought approval for the future service provision. The Report outlined the distinct pathways which had been identified for the OFTTI service user group, following cessation of the programme later this year. A distinction had been established between the services HILLS (Hebridean Independent Living and Learning Service) as an employability service would provide; and that which a Social Care service would provide, reflecting the views and needs of those with whom discussions had taken place.

The Report further outlined the steps which would be taken towards cessation of the OFTTI service and establishment of the HILLS programme and revised Social Care service and outlined the financial considerations which required to be addressed in ceasing the OFTTI service and establishing the HILLS programme and revised Social Care service.

It was agreed to recommend that the Comhairle:

- (1) approve the release of funds in the sum of £143k from the core provision of OFTTI (Opportunities for Training Towards Independence) to enable the delivery of a Regulated Social Care model in accordance with the Regulation of Care (Scotland) Act 2001 and which would achieve registration compliance with the SSSC (Scottish Social Services Council) and an employability service;**
- (2) give Lews Castle College twelve weeks' notice to terminate the existing OFTTI service; and**
- (3) did not award a contract for HILLS in Lewis and Harris and Barra and request that the tenders for a service in Uist be extended for a further 90 day period to allow for a tender to be accepted in the event that the European Social Fund bid was successful.**

Occupational Therapy Service Annual Report 2008/09 SW05 47 The Director of Social and Community Services submitted a Report advising Members of the current arrangements for the provision of Occupational Therapy Services. The Report stated that the provision of an Occupational Therapy (OT) Service fulfilled the statutory duty of the Comhairle to provide assessment, support and equipment to enable people with disabilities to be supported in their own communities. NHS Eileanan Siar had provided the service for the past fifteen years on behalf of the Comhairle under a long-term contractual agreement. The Report identified strengths and areas of development that would be considered jointly to ensure that the service was able to deal with the increased demands and expectations placed on it.

It was agreed to recommend that the Comhairle:

- (1) note the current arrangements in place for the Occupations Therapy Service; and**
- (2) note the pressures the Occupational Therapy Services was facing and the steps being taken to ensure that service users with the highest priority were assisted.**

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 1 of Schedule 7A to the Local Government (Scotland) Act 1973 namely 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 would be disclosed.

Management of Home Care Workforce SW04 48 *

The Director of Finance and Corporate Resources and Director of Social and Community Services submitted a Report updating Members on the work of the Home Care Review Group. The Report stated that the Department of Social and Community Services required to address significant issues in relation to the effective management of the Home Care Workforce and the Chief Executive had established an officer working group, chaired by the Director of Finance and Corporate Resources. The agreed remit of the Working Group was attached as an Appendix 1 to the Report.

It was agreed to recommend that the Comhairle agree:

- (1) to the development and management of the Home Care workforce on the basis set out in the Report;**
- (2) that it be delegated to the Chief Executive, in consultation with the Director of Finance and Corporate Resources and the Director of Social and Community Services, to establish such posts of Home Carer as were required to reduce overtime working to a minimum;**
- (3) that it be delegated to the Chief Executive to determine the detailed terms and conditions of the new posts;**
- (4) that in the first instance recruitment be ring fenced to existing home carers; and**
- (5) that a further Report on progress be presented to the next series of meetings.**

PERFORMANCE REVIEW

Reports Outstanding: Progress PR33.01.12 49

The Chief Executive submitted a Report detailing the Reports Outstanding arising from the decisions of the Committee.

It was agreed to recommend that the Comhairle note the Report.

ADDITIONAL ITEM

The Chairman ruled that, in accordance with the provisions of Section 50(B) 4 of the Local Government (Scotland) Act 1973 as amended, that the following item be considered as a matter of urgency in order to enable the Committee to take a view on the matter.

It was agreed that the public including the press be excluded from the meeting during consideration of the following item on the grounds that exempt information as defined in Paragraph 6 of Schedule 7A to the Local Government (Scotland) Act 1973 namely information relating to the financial or business affairs of any particular person other than the Comhairle would be disclosed.

Ardveenish Ice Plant 50

The Director of Development submitted a Report providing an update on Ardveenish Ice Plant. The Report stated that Comhairle had commissioned a specialist refrigeration engineer, Cuillin Refrigeration to:-

- assess the current condition of the plant;
- identify options and costs to secure long term ice production;
- indicate ongoing revenue and maintenance costs; and
- identify potential options to assist with the preparation of a business case for development.

and details of the findings and recommendations were shown at Section 4 of the Report. The estimated cost of new plant and installation would be in the region of £230,725.

The Report concluded that the Ardveenish Ice Plant required to be replaced and that the optimal solution for progressing the development of a replacement facility would be through a Comhairle bid for European Fisheries Funding, and in order for that to happen, ownership of the existing facility would require to be transferred to the Comhairle.

It was agreed to recommend, insofar as the Committee's interests were concerned, that the Comhairle:

- (1) note the outcome of the Engineers' Report;**
- (2) seek to conclude an 'option to purchase' agreement in respect of the transfer of the existing plant to Comhairle ownership on such terms as the Chief Executive, in consultation with the Director of Development, shall deem appropriate; and**
- (3) subject to an acceptable agreement being in place in terms of recommendation (b) above, that an application for European Fisheries Fund (EFF) assistance, matched with Prudential Borrowing be submitted in order to return the Ice Plant to long term productive capacity.**