

**MINUTES of MEETING of EXECUTIVE held in the COUNCIL CHAMBER, KILMORY,
LOCHGILPHEAD
on THURSDAY, 4 NOVEMBER 2010**

Present: Councillor Dick Walsh (Chair)

Councillor Robin Currie	Councillor Ellen Morton
Councillor Vivien Dance	Councillor Elaine Robertson
Councillor George Freeman	Councillor Len Scoullar
Councillor Donald Macdonald	Councillor John Semple
Councillor Donald McIntosh	Councillor Isobel Strong
Councillor Duncan MacIntyre	Maureen Arthur
Councillor Donald MacMillan	Alison Palmer

Also Present: Councillor Rory Colville Councillor James McQueen
Councillor Alister MacAlister Councillor Al Reay
Councillor Alex McNaughton

Attending: Sally Loudon, Chief Executive
Douglas Hendry, Executive Director – Customer Services
Cleland Sneddon, Executive Director – Community Services
Sandy Mactaggart, Executive Director – Development and Infrastructure Services
Charles Reppke, Head of Governance and Law
Jane Fowler, Head of Improvement and Strategic HR
Bruce West, Head of Strategic Finance
Angus Gilmour, Head of Planning and Regulatory Services
Ishabel Bremner, Economic Development Manager
Callum Robertson, Roads Asset Manager – Network and Environment
Nicola Debnam, CHORD Programme Manager
Stuart Green, Planning Development Officer

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated from Councillors Alison Hay and Robert Macintyre and from David McEwan.

2. DECLARATIONS OF INTEREST

None declared.

3. MINUTES

(a) SPECIAL COMMITTEE FOR OLDER PEOPLE'S SERVICES 13 SEPTEMBER 2010

The Minutes of the Special Committee for Older People's Services meeting of 13 September 2010 were noted.

(b) EXECUTIVE 23 SEPTEMBER 2010

The Minutes of the Executive of 23 September 2010 were approved as a correct record.

With reference to item 18 – Ferry Fares – Councillor Morton’s comments were noted about the report on the remit and workload of the Roads and Transportation Working Group not being before the Executive today, as agreed at the previous meeting, and noted confirmation from the Executive Director – Development and Infrastructure Services that a report would be prepared for the next meeting in December 2010.

4. LEADER'S REPORT

The Leader of the Council submitted a report which highlighted issues which he had recently been involved with including:-

His attendance at a video conference meeting with Richard Lochhead, Cabinet Secretary for Rural Affairs and the Environment, Highland and Western Isles Councils and the University of the Highlands and Islands regarding the Crown Estate on 13 September 2010; his attendance at the launch of the Continuing Professional Development Framework for Elected Members in Edinburgh on 21 September 2010 which was developed by the Improvement Service in consultation with local authorities and piloted by six Scottish Councils; his attendance at the COSLA Leaders meeting on 24 September 2010; and his attendance at a meeting with the Chief Executive and MPs/MSPs on 28 September 2010.

The Leader also provided updates on Council Tax and Non Domestic Rates collection figures to 30 September 2010 and provided updates on Revenues and Benefits, Exchequer Services, Commissioning, Customer Services and IT.

Decision

1. Noted the contents of the report for the period 13 September to 20 October 2010;
2. Noted that a report would be brought to a future Executive meeting regarding the Continuing Professional Development Framework for Members;
3. Noted that training would be arranged for Members in advance of the Members’ Portal going live in December 2010;
4. Noted that the Council’s Procurement Team had won the Government’s “GO Sustainability/Corporate Social Responsibility initiative of the Year” award and congratulated staff involved in bringing this about; and
5. Noted that the Council have been short leeted in the APSE UK finals in respect of Winter Maintenance and Waste Management.

(Reference: Report by Leader of the Council, submitted)

5. EXAMINATION RESULTS 2010

A report advising of the 2010 Examination Results for Argyll and Bute schools was considered.

Decision

Agreed to note the results for 2010 and to continue to support the work of schools in securing continuous improvement.

(Reference: Report by Executive Director – Community Services dated 4 November 2010, submitted)

6. EXTERNAL INSPECTION/AUDIT REPORTING: JULY - SEPTEMBER 2010

A report providing details of all external inspection/audit reports received during the period 1 July to 31 September 2010 was considered.

Decision

Noted the contents of the report.

(Reference: Report by Executive Director – Community Services dated 28 September 2010, submitted)

7. PERFORMANCE MANAGEMENT

The Council and Departmental scorecards and reports were presented to the Executive using the Council's performance management system, Pyramid, and focussed on performance during the period July to September 2010, including a review of successes, key challenges and an outline of improvement actions for the coming period.

Decision

1. Noted the reports and scorecards for the period July – September 2010;
2. Noted that within the Community Services scorecard the target for the key performance measure "AC1 - % of Older People receiving Care in the Community" would be raised from 65% to 70%; and
3. With reference to the Customer Services scorecard, noted that information would be provided to Members on the value of outstanding debts that are over 12 months old and over 24 months old.

(Reference: Reports and Scorecards by the Chief Executive and Executive Directors for the period July – September 2010, submitted)

8. ANNUAL PERFORMANCE REVIEWS

As the Council continues on its journey of improvement, the way that we manage and monitor our business is set out in the Council's Planning and Performance Management Framework. A key element of this process is the preparation and

approval of service plans when the budget is set and the subsequent monitoring of performance in Annual Performance Reviews. A report informing Members of the Annual Performance Reviews carried out by Chief Officers for 2009/10 was considered.

Decision

Noted the performance achieved by Services in these reviews and the improvement actions that are in place.

(Reference: Report by Chief Executive, submitted)

9. REVENUE BUDGET MONITORING TO 30 SEPTEMBER 2010

A report summarising the revenue budget monitoring position of the Council as at 30 September 2010 was considered.

Decision

Noted the revenue budget position of the Council as at 30 September 2010.

(Reference: Report by Head of Strategic Finance, submitted)

10. CAPITAL PLAN MONITORING TO 30 SEPTEMBER 2010

A report summarising the position for all departments on the Capital Plan as at 30 September 2010 was considered. The report compares actual and budget expenditure for the period 1 July to 30 September 2010, forecast and budget expenditure for the whole of 2010-2011 and total project forecast and budget expenditure.

Decision

1. Noted the Capital Plan position;
2. Approved the budget adjustments outlined in section 3.3 of the report; and
3. Noted a request that consideration be given to bringing a report to the Helensburgh and Lomond Area Committee regarding the Kidston Park project.

(Reference: Report by Head of Strategic Finance dated 13 October 2010, submitted)

11. TREASURY MANAGEMENT MONITORING TO 30 SEPTEMBER 2010

A report summarising the monitoring as at 30 September 2010 of the Council's overall borrowing position, borrowing activity, investment activity, changes to PWLB interest rate margins, economic forecast and prudential indicators was considered.

Decision

1. Noted the contents of the report; and
2. Agreed that the target interest rate for new borrowing is increased from 4.20% to 5.00%.

(Reference: Report by Head of Strategic Finance dated 21 October 2010, submitted)

Maureen Arthur left the meeting.

12. TRANSFORMATION PROGRAMME MONITORING TO 30 SEPTEMBER 2010

As part of the improvement journey, it was agreed by the Strategic Management Team to manage all major change proposals as part of a Transformation Programme under the direction of a Transformation Board. A report providing Members with an update on the progress of the Transformation Programme was considered.

Decision

Noted the contents of the report.

(Reference: Report by Head of Strategic Finance dated 22 October 2010, submitted)

13. THE HUB INITIATIVE - NORTHERN TERRITORY UPDATE

A report providing Members with an update on the development of the Northern hub Territory procurement process to select and appoint a private sector development partner (PSDP) was considered.

Decision

1. Noted that at their meeting on 29 October 2010 the Northern hub Territory Board recommended the appointment of the successful PSDP following the conclusion of the tendering exercise;
2. Agreed in principle to entering into a Territory Partnering Agreement, a Shareholders Agreement and Participants' Agreement; and
3. Agreed to delegate to the Executive Director – Customer Services full power to take any action, grant any approval, make any decision, and sign any agreement for, and on behalf of, Argyll and Bute Council all in relation to its participation in the Northern hub, as he shall deem appropriate.

(Reference: Report by Executive Director – Customer Services dated 28 September 2010, submitted)

The Leader ruled, and the Executive agreed, to adjourn the meeting at 1.10 pm for lunch.

The Executive reconvened at 1.50 pm. Councillor James McQueen and Alison Palmer did not return to the meeting.

14. SHARED SERVICES

A report advising on the two streams to the shared services approach in Argyll and Bute was considered.

Decision

1. Noted the contents of the report and the work of the Community Planning Partnership Executive Sub Group/Shared Services Group in the wider Highlands area;
2. Noted that the shared services agenda will be taken forward as a new project within the transformation programme in order that it can progress in line with the other transformation themes rather than in isolation; and
3. Agreed to pass the resolution as detailed at paragraph 3.6 of the Chief Executive's report.

(Reference: Report by Chief Executive, submitted)

15. CORPORATE IMPROVEMENT PLAN 2011-12

A report outlining the Council's Corporate Improvement Plan 2011-12 was considered. The Corporate Improvement Plan will build upon the success of the previous Corporate Improvement Plan and deliver improvements that will enable the organisation to continue on its journey of improvement.

Decision

1. Noted the progress following the completion of the 2009/10 Corporate Improvement Plan;
2. Approved the Corporate Improvement Plan 2011-12 as detailed within appendix 1 of the Chief Executive's report subject to information in respect of the "Key Dates" being updated;
3. Agreed that the amended Corporate Improvement Plan be circulated to all Members; and
4. Agreed that the Corporate Improvement Plan is monitored through the Council performance scorecard and as such reported quarterly to the Executive.

(Reference: Report by Chief Executive, submitted)

16. COUNCIL VISION AND VALUES

The Executive previously agreed to review the current vision of the Council as part of the communications strategy approved in October 2009 and agreed to the draft vision and values being circulated for consultation with partners in August 2010. A report advising on the outcome of this consultation was considered.

Decision

Approved the vision and values highlighted in section 4 of the report.

(Reference: Report by Head of Improvement and Strategic HR, submitted)

17. PERFORMANCE APPRAISAL SCHEME FOR THE CHIEF EXECUTIVE

A report providing details of a proposed scheme for undertaking the Chief Executive's Performance Appraisal was considered.

Decision

Approved the proposed approach as set out at section 3.2, including the appointment of three Senior Members (Leader of the Council, Depute Leader of the Council and Leader of the largest Opposition Group) to sit on the Appraisal Panel.

(Reference: Report by Chief Executive dated 20 October 2010, submitted)

*** 18. REDUNDANCY POLICY**

As the Council moves forward as an organisation, it is continuing to improve its policies and procedures in line with the future needs of the organisation. The Council has not previously had a specific policy that deals with redundancy. The Pensions Discretions Policy sets out the discretions that would be applied to the compensation given in a redundancy situation, but does not constitute a Redundancy Policy. A report presenting the Executive with a Redundancy Policy which sets out clearly the position that the Council will take in any redundancy situation was considered. This forms a clear and explicit statement for both the Council and its employees.

Decision

Agreed to recommend to the Council approval of the Redundancy Policy subject to the layout of paragraph 9.1 of the Policy being amended.

(Reference: Report by Chief Executive, submitted)

19. STRATEGIC EVENTS AND FESTIVALS PROGRAMME

A report requested by the Executive to address issues raised by Members about the impact and benefits of Major Events and Festivals funding in Argyll and Bute over the last 5 years and for the future was considered. There is no Events and Festivals funding identified in the Council's revenue budget from 2010/11 onwards and this report allows Members to consider the potential consequences of this on cultural tourism within the area. The report also proposes a list of strategic events which generate significant economic benefit and would be placed on a more stable financial position if the Council could provide them with core revenue funding support.

Decision

Agreed to refer consideration of this item to the budget process.

(Reference: Report by Executive Director – Community Services dated 14 September 2010, submitted)

20. SPEAK UP FOR RURAL SCOTLAND - CONSULTATION PAPER OCTOBER 2010

The Scottish Government has launched a consultation entitled “Speak Up for Rural Scotland”. The consultation proposes a series of step changes focusing on rural economies, multipurpose land use, renewable energy, empowered communities, sustaining rural communities, infrastructure and services and working together. A report setting out the proposed response to this consultation was before the Executive for consideration.

Decision

Agreed that the response as detailed within the Executive Director’s report forms the Council’s response to the “Speak Up for Rural Scotland” consultation subject to amendments made by the Executive which were taken on board by Officers and will be circulated to the Leaders of the Political Groups in advance of the response being submitted to the Scottish Government with a covering letter expanding on the detail of the response.

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

Councillor Alex McNaughton left the meeting during discussion of the foregoing item.

21. SERVICE DELIVERY AGREEMENT WITH SKILLS DEVELOPMENT SCOTLAND

A report advising of a Service Delivery Agreement (SDA) Argyll and Bute Council, with input from appropriate Community Planning Partners with a skills development remit, has developed with Skills Development Scotland to provide a clear focus for ongoing partnership working for the skills development agenda across Argyll and Bute was considered. The actions contained within the SDA will contribute towards achieving the outcomes presented in the Single Outcome Agreement and those within the Argyll and Bute Community Plan 2009-2013.

Decision

Approved the Service Delivery Agreement detailed at Appendix 1 of the Executive Director’s report which provides a focus for partnership working with Skills Development Scotland going forward.

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

22. UPDATE REPORT ON BUILDING STANDARDS VERIFIER STATUS

A report advising Members that the Scottish Government Ministers are considering proposals on the appointment of building standard verifiers to issue

building warrants certificates and seeking Council support for the reappointment of local authorities to carry out the verifier role was considered.

Decision

The Executive agreed:-

1. To make representations to Scottish Ministers and COSLA in support of the reappointment of Scotland's 32 local authorities as sole verifiers for their geographical areas;
2. To support any proposals not to extend the verifier role outwith local authorities; and
3. To support the Scottish Association of Building Standards Managers campaign to retain the verifier role, acting on behalf of all 32 local authorities.

(Reference: Report by Executive Director – Development and Infrastructure Services dated 4 October 2010, submitted)

23. WINTER SERVICE POLICY 2010-2011

The Winter Service Policy for 2010-11 was before the Executive for consideration.

Decision

Agreed to approve the Winter Service Policy 2010-11 to allow implementation of Operational Plans.

(Reference: Report by Executive Director – Development and Infrastructure Services dated 21 October 2010 and Winter Service Policy 2010-11, submitted)

24. CASHFLOW SUPPORT IN RELATION TO THI/CARS PROJECTS

Consideration was given to a recommendation from the CHORD Programme Management Board regarding cash flow support in relation to THI/CARS projects.

Decision

Agreed that the CHORD Programme Management Board be given power to agree cash flow loans to voluntary or community organisations subject to the conditions outlined in paragraphs 3.7 and 3.8 of the Head of Strategic Finance's report, for the purpose of securing the built environment of town centres supported by heritage grants.

(Reference: Extract from Minutes of CHORD Programme Management Board 7 October 2010 and Report by Head of Strategic Finance, submitted)

The Committee resolved in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the public for the following 3 items of business on the

grounds that they were likely to involve the disclosure of exempt information as defined in Paragraphs 6, 8 and 9; 1 and 6; and 6, 9 and 12 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

25. CAMPBELTOWN TOWN HALL BUSINESS CASE

Consideration was given to a recommendation from the CHORD Programme Management Board regarding the draft interim business case for Campbeltown Town Hall.

Decision

Agreed the approach being taken and supported the need for further time to pursue the potential end uses which is likely to represent a further 8 – 12 months.

(Reference: Extract from Minutes of CHORD Programme Management Board 7 October 2010 and Report by Executive Director – Development and Infrastructure Services dated 30 September 2010, submitted)

Councillor Rory Colville left the meeting.

26. ARGYLL AIR SERVICES

A report briefing the Executive on the current operational and financial position of Argyll Air Services was considered.

Decision

1. Agreed the recommendations detailed in the Executive Director's report; and
2. Agreed that arrangements would be made to hold a meeting with local communities at the appropriate time.

(Reference: Report by Executive Director – Development and Infrastructure Services dated 22 October 2010, submitted)

Councillor Donald MacMillan left the meeting during discussion of the foregoing item.

27. FORMER HERMITAGE ACADEMY - SALE OF SITE

A report advising the Executive on the current position in regard to the former Hermitage Academy site was considered.

Decision

Agreed the recommendations contained in the report as to how to progress the matter depending on the issues highlighted in the report and that these be taken forward as a matter of urgency.

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