

The background of the slide features a large, light blue watermark of the City of Vancouver's coat of arms. The crest is a shield divided into four quadrants. The top-left quadrant shows a city skyline with a diagonal beam of light. The top-right quadrant depicts a stag's head with a cross above its antlers. The bottom-left quadrant shows a three-masted sailing ship on wavy water. The bottom-right quadrant features a grizzly bear standing on a rocky outcrop. Above the shield is a crown with four maple leaves. A banner at the bottom of the shield contains the motto "A NE FOR A".

Agenda Item 3

Minute

Draft

FALKIRK COUNCIL

**Minute of meeting of the EXECUTIVE held within the Municipal Buildings,
Falkirk on Tuesday 16 April 2019 at 9.30 a.m.**

Councillors: David Alexander
Gary Bouse
Joan Coombes
Paul Garner
Nigel Harris
Gordon Hughes
Cecil Meiklejohn (Convener)
Malcolm Nicol
Alan Nimmo
Pat Reid

Officers: Fiona Campbell, Head of Policy, Technology & Improvement
Jack Frawley, Committee Services Officer
Rhona Geisler, Director of Development Services
Colin Moodie, Chief Governance Officer
Robert Naylor, Director of Children's Services
Stuart Ritchie, Director of Corporate and Housing Services
Bryan Smail, Chief Finance Officer
Danny Thallon, Environment Co-ordinator

Also Attending: Councillor Spears, Culture, Leisure & Tourism Portfolio
Holder for item EX10

EX1. Apologies

Apologies were intimated on behalf of Councillors Bissett and Flynn.

EX2. Declarations of Interest

There were no declarations of interest.

EX3. Minute

Decision

The minute of the meeting of the Executive held on 12 March 2019 was approved.

EX4. Rolling Action Log

A rolling action log detailing decisions not yet implemented following the previous meeting on 12 March 2019 was provided. Item 432 – Community Empowerment Update was the subject of a report on the agenda and accordingly fell from the action log.

Decision

The Executive noted the rolling action log.

EX5. Motion referred to the Executive under Standing Order 31 from the meeting of Falkirk Council on 6 March 2019

On 6 March 2019, and in accordance with Standing Order 31.1, Council referred the following motion, proposed by Councillor Black, to the Executive:-

Funeral Poverty is on the rise, with more families struggling to pay for their loved ones funeral.

Nationally increasing numbers of people are having a Paupers Funeral, which Councils have to organise.

Stirling Council has recently made changes to their bereavements services plan, whereby they now offer a reduced burial, which offers the relatives a chance to say goodbye. This was done in collaboration with local undertakers who were willing to support this.

Council recognises that funeral poverty is on the increase.

Council will actively seek opportunities to offer a funeral service that enables grieving relatives to say goodbye whilst keeping costs to a minimum.

Council will engage with the local bereavement sector to see where collaborative working can take place to support families who are struggling to afford their loved ones funeral costs.

Council asks the Director of Development Services to bring forward a report to an Executive meeting within 3 months.

Councillor Coombes, seconded by Councillor Reid, moved the terms of the motion.

As an amendment, Councillor Garner, seconded by Councillor Hughes, moved the terms of the motion subject to substitution of the final paragraph to read as follows:-

Council asks the Director of Development Services to bring forward a report to an Executive meeting once the new Funeral Expense Assistance (FEA) scheme has been implemented and established.

Following discussion, Councillor Coombes as the mover of the motion, with the consent of Councillor Reid, as her seconder, and the Convener, agreed to alter the text of her motion to incorporate the terms of the amendment.

Decision

The Executive:-

- (1) noted that funeral poverty was on the increase;**
- (2) requested that the Council actively sought opportunities to offer a funeral service that enabled grieving relatives to say goodbye whilst keeping costs to a minimum;**
- (3) requested that the Council engage with the local bereavement sector to see where collaborative working could take place to support families who were struggling to afford their loved ones funeral costs, and**
- (4) agreed that the Director of Development Services bring forward a report to an Executive meeting once the new Funeral Expense Assistance (FEA) scheme had been implemented and established.**

EX6. Participatory Budgeting – Proposed Framework

The Executive considered a report by the Director of Corporate and Housing Services providing a framework of proposals to develop and implement participatory budgeting (PB) within Falkirk Council.

PB sought to mobilise, include and empower individuals and communities to manage public resources differently this went beyond deciding on small grants and stretched to directly involving communities in service redesign. The Council sought to:-

- Proactively involve and engage local people in making decisions on how resources were allocated and deployed in their community;
- Engage people in the design of policy and strategy that eliminated participation gaps;
- Pursue a process of deliberative dialogue that allocated resources in a way that delivered improved outcomes using direct community participation in the decision making process.

The Scottish Government and CoSLA agreed that at least 1% of local authority budgets would be subject to a Community Choices PB approach by the end of 2021. This could include budgets discharged by the Council to the Integration Joint Board in relation to adult social care. To achieve the 1% requirement would mean that circa £2.9m should be subject to some form of PB by the end of 2021.

It was proposed that the Council's framework comprise three distinct elements:-

- A grant funded approach designed to support community based projects, but subject to community voting, to decide which projects would be funded.
- A place based approach where geographic budgets were established for a defined range of services and local community representatives had a say on how resources should be prioritised and deployed.
- Taking a mainstream approach to redesigning services from the perspective of people who use them. This approach to co-production or service redesign would provide citizens with have a deeper influence on the services they receive.

The Local Governance Review policy development panel was established to develop and progress the Council's approach on local governance and to consider local decision making. It was proposed that the content of the report be considered by the PDP and that it develop proposals for:-

(1) The approach to a small grants PB scheme including:-

- How much should be allocated in the context of locality planning
- Potential for other sources of funding to be included
- The mechanism for decision making
- The criteria for decision making

(2) Recommendations for applying PB to various council budgets including recommendations on:-

- What budgets will be subject to PB
- How decisions will be taken and by whom
- Accountability and responsibility

(3) Proposals for taking forward a Wigan type deal if this was deemed appropriate in Falkirk. This would include assessing the feasibility of repurposing a number of existing community focused funds, and the potential of crowdfunding to generate additional monies for this purpose.

Decision

The Executive:-

- (1) agreed the proposed elements of a Council participatory budgeting framework, subject to more detailed development, and:-**
 - a. a community grant funded model targeted on areas for Community Action Planning, as set out in paragraphs 4.2 – 4.8 of the report;**
 - b. a place based model working with a grouping of services and the accompanying preparatory work needed to make this happen, as set out in paragraphs 4.9 – 4.13 of the report, and**
 - c. using co-production and service redesign to mainstream citizen influence on how resources are deployed to achieve outcomes.**
- (2) noted the initial steps being taken to progress the development of a community deal based on the concept developed by Wigan Council;**
- (3) requested that the Local Governance Review policy development panel hold a session on Participatory Budgeting, considering each element in turn and making recommendations to the Executive on how Participatory Budgeting would work in Falkirk, and**
- (4) requested that a further report on participatory budgeting was presented to the Executive in June providing further detail on how Participatory Budgeting would work in Falkirk, including service specific proposals on place based Participatory Budgeting, and incorporating recommendations from the policy development panel.**

EX7. Public Sector Equality Duty

The Executive considered a report by the Director of Corporate and Housing Services seeking approval of Falkirk Council's Equality Outcomes and Mainstreaming report.

The Equality Act 2010 required that the Council and separately in its capacity as the Education Authority report every two years on the difference that its approach to mainstreaming had made in schools, the community and the workforce. The Council also required to report on progress towards achieving its Equality Outcomes. The report had to be published by 30 April 2019.

The Council required to demonstrate 'due regard' in the way it conducted business; delivered services and made decisions. The elements of the general duty are:-

- eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct;
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not, and
- foster good relations between people who share a protected characteristic and those who do not.

The proposed Equality Outcomes and Mainstreaming report was attached as an appendix to the report.

Decision

The Executive agreed:-

- (1) the updated mainstreaming report;**
- (2) an equality outcomes progress report on those outcomes the Council agreed in 2017, and**
- (3) that the report be published in line with the Public Sector reporting requirements.**

EX8. Development Plan Scheme 2019

The Executive considered a report by the Director of Development Services seeking approval of the latest update to the Council's Development Plan Scheme.

Under Section 20B of the Town and Country Planning (Scotland) Act 1997, planning authorities required to prepare a Development Plan Scheme at least annually. The 2019 update to the Development Plan Scheme focused on progress with, and the projected programme for, the Falkirk Local Development Plan 2 (LDP2).

The proposed Development Plan Scheme 2019 was provided as an appendix to the report and it:-

- explained the development plan framework for the area, and how it was evolving;
- explained the key stages in preparing a local development plan;
- set out the intended programme for LDP2, and the remaining Supplementary Guidance associated with LDP1;
- described the progress made to date on LDP2; and

- explained how the Council had involved and would involve people and agencies at each stage in the preparation of LDP2.

The Proposed LDP2 was published at the end of September 2018. This was a delay of one month compared with the timescale set out in the previous Development Plan Scheme. 187 submissions were made, comprising 405 comments, of which 303 sought changes to the plan. Should the Council make no notifiable modifications to the plan, submission to Scottish Ministers was programmed for July 2019, after which the Examination would take place. The anticipated adoption date was July 2020 which remained within the 5 year lifespan of LDP1, in accordance with the Council's statutory obligations.

Decision

The Executive approved the Falkirk Local Development Plan Scheme 2019.

EX9. Forest Estate Plan

The Executive considered a report by the Director of Development Services seeking approval of six Urban Woodland Management Plans (UWMP) for submission to Forestry Commission Scotland (FCS). Together these formed the Falkirk Council Forest Estate Plan. Consultation on the six UWMP had been carried out. Details of the six UWMP were provided in appendices to the report, the areas were:-

UWMP Area	Woodland Compartments	Total Forest Inventory Area
Bo'ness	10	36.72ha
Bonnybridge	10	29.98ha
Denny	11	22.20ha
Falkirk North	8	74.28ha
Falkirk South	17	43.41ha
Polmont	14	65.04ha
Total	70	271.63ha

The programme of woodland management works prescribed within the suite of UWMP was significant. Woodland management intervention works would involve felling and thinning of individual trees in areas of existing woodland. This could be an emotive subject for communities due to the intensive nature of works within woodlands and the short term impact on the local landscape. However the implementation of the UWMP would lead to the planting of nearly 40,000 new trees.

The UWMP would be submitted to FCS for approval. Officers would then work to implement the programme of works prescribed in the Falkirk North UWMP. No further consultation with the public was planned, however, in advance of any on-site works local members would be made aware of any imminent works; works would be advertised on the Council's website and via social media, and warning signage would be erected so both locals and visitors were aware of any works and their duration.

The cost of implementing the Falkirk North UWMP was not known. More detailed work was needed to clarify costs and would be dependent on the price of carrying out works within the various woodland compartments and the price of timber when the works are carried out. Additional funding was likely to be required to implement the Falkirk North UWMP in 2020. Opportunities for additional funding support would be explored with Sustrans for the upgrade of existing paths and the provision of new paths.

Decision

The Executive:-

- (1) approved the suite of six UWMP which together comprised the Falkirk Council Forest Estate Plan;**
- (2) instructed officers to submit the six UWMP to Forestry Commission Scotland for approval;**
- (3) instructed officers to apply to the Scottish Government's Forestry Grant Scheme for Woodland Improvement Grant and Sustainable Management of Forest Grant and, depending on the outcome, begin the implementation of the Falkirk North UWMP in 2020; and**
- (4) instructed officers to continue to monitor funding availability from Forestry Grant Scheme and other sources and report back to Executive on progress and opportunities for implementation of the other 5 UWMP in 2020.**

EX10. Zetland Park, Grangemouth, Masterplan

The Executive considered a report by the Director of Development Services providing an update on the progress of the masterplan and funding bid for Zetland Park, Grangemouth. A revised masterplan had been prepared which built on the previous masterplan and would support a stage 2 bid for funding to the National Lottery Heritage Fund (NLHF) formerly HLF.

The funding strategy sought to increase contributions from business and industry and community fundraising while driving down costs for delivering the capital works and activity programme. Subject to Executive approval officers would obtain the necessary statutory consents for more detailed proposals to be submitted alongside a stage 2 bid and submit that stage 2

bid to the NLHF in August 2019. A decision from NHLF on the bid was expected in December 2019. If successful the delivery phase of the project would be between December 2019 and September 2021 with capital works likely to be delivered from late summer 2020.

Decision

The Executive agreed:-

- (1) the revised Zetland Park Masterplan as set out at Appendix 3 to the report, and**
- (2) that officers undertake further work on the detailed elements of the project and as required statutory consents and submit a stage 2 bid for funding to the National Lottery Heritage Fund in August 2019.**

EX11. Treasury Management Strategy 2019/20

The Executive considered a report by the Director of Corporate and Housing Services which provided the framework for the expected treasury activities for 2019/20.

In terms of the CIPFA Code of Practice for Treasury Management, Council was required to agree an annual Treasury Management Strategy. The recommended strategy for 2019/20 was presented.

The strategy set out:-

- the economic and interest rate outlook;
- borrowing and investment strategies;
- treasury indicators and treasury management advisers;
- the loan fund repayments;
- the treasury management code of practice & prudential code, and
- elected member and officer training.

Decision

The Executive agreed to refer the report to Council for consideration and recommended that Council.

- (1) adopts the Borrowing Strategy for 2019/20 as set out in section 4.2 of the report;**
- (2) adopts the Investment Strategy for 2019/20 and approves the list of “Permitted Investments” as set out in section 4.3 of the report;**
- (3) approves the Treasury Indicators as set out in section 4.4 of the report, and**

- (4) approves the changes to the Loans Fund repayments as set out in section 4.7.7 of the report.**

EX12. Denny Town Centre Regeneration – Update Report

The Executive considered a report by the Director of Development Services providing an update on the status of the Denny town centre regeneration project including the phase 1 development and the outcome of marketing phases 2 and 3.

Phase 1 building was well established with the Library and eight of the ten commercial units let. Phase 2 had been marketed twice previously with no committed interest resulting. Subsequently there had been no new retail sector interest in the site. Interest had been expressed by Corporate & Housing Services regarding potential social housing on the site. Further work was required to consider the means to deliver a scheme for the site and recommendations would be presented to a future Executive.

One offer was received for Phase 3 to relocate the existing post office and convenience store business. This was deemed suitable as it would provide an improved post office and convenience store offer at the location.

Decision

The Executive:-

- (1) noted the progress of the Denny town centre regeneration project;**
- (2) noted progress on the development of the Phase 2 site and agreed that a further report on mixed use proposals for the site come forward to a future meeting of the Executive for decision, and**
- (3) agreed to dispose of the Phase 3 site to Mr Mark Love for the development of a Post Office and convenience store provision at a price of £10,000.**

EX13. Asset Surplus to Operational Requirements

The Executive considered a report by the Director of Development Services seeking approval market and sell a section of the Kemper Avenue Public Car Park in Falkirk. The area of ground proposed to be sold was 0.47 Hectares of an underused public car park.

Decision

The Executive:-

- (1) agreed to declare 0.47 hectares of Kemper Avenue public car Park surplus to operational requirements, and**
- (2) authorised the Director of Development Services to dispose of the property on the open market.**