

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 bridge. The top-right quadrant depicts a stag's head with antlers. The bottom-left quadrant shows a three-masted sailing ship on the water. The bottom-right quadrant features a grizzly bear standing on its hind legs. 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(a)**

### **Minute**

Draft

**FALKIRK COUNCIL**

**Minute of meeting of Falkirk Council held in the Municipal Buildings, Falkirk on Wednesday 28 June 2017 at 9.30 a.m.**

**Councillors:**

David Aitchison	Fiona Collie	John McLuckie
David Alexander	Joan Coombes	Cecil Meiklejohn
David Balfour	Jim Flynn	Lynn Munro
Lorna Binnie	Paul Garner	Laura Murtagh
Robert Bissett	Dennis Goldie	Malcolm Nicol
Allyson Black	David Grant	Alan Nimmo
Jim Blackwood	Nigel Harris	John Patrick
Gary Bouse	Gordon Hughes	Pat Reid
Billy Buchanan	James Kerr	Depute Provost Ann
Provost Tom	Adanna McCue	Ritchie
Coleman		

**Officers:**

Karen Algie, Head of HR and Business Transformation  
Arlene Fraser, Committee Services Officer  
Rhona Geisler, Director of Development Services  
Colin Moodie, Chief Governance Officer  
Robert Naylor, Director of Children's Services  
Brian Pirie, Democratic Services Manager  
Mary Pitcaithly, Chief Executive  
Stuart Ritchie, Director of Corporate and Housing Services  
Bryan Smail, Chief Finance Officer

**FC13. Sederunt**

The sederunt was taken by way of a roll call. An apology was intimated on behalf of Councillor Spears.

**FC14. Declarations of Interest**

There were no declarations of interest.

**FC15. Minutes and Information Bulletin**

- (a) Meeting of Falkirk Council held on 29 March 2017 - agreed as a correct record.
- (b) Minute of Statutory Falkirk Council held on 24 May 2017 – agreed.
- (c) Volume of Minutes Volume 5 2016/2017 - noted.

**(d) Information Bulletin Volume 5 2016/2017- noted.**

**FC16. Questions**

In terms of Standing Order 32, written questions may be submitted to the Leader of the Council and/or portfolio holders on any matters relating to business transacted at any meeting of the Executive or Education Executive since the last Volume of Minutes was published or to the Provost on civic and related matters.

The Questions put to the Environment Portfolio Holder and the Education Portfolio Holder and their answers are recorded in appendix 1.

**FC17. Rolling Action Log**

The rolling action log showing progress on outstanding actions from previous meetings was presented. The following three items were the subject of reports appearing on the agenda and accordingly fell from the action log as this completed the action:-

- Strategic Property Review Stage 1 Report
- Membership of Committees, Boards and Significant Statutory Bodies
- Appointment to External Organisations.

**Decision**

**The rolling action log was noted.**

**FC18. Treasury Management Annual Review 2016/17**

Council considered a report by the Director of Corporate and Housing Services presenting the Treasury Management Annual Review for 2016/17.

The review had previously been considered by the Executive on 13 June 2017 (ref EX9) and had been referred to Council for consideration.

**Decision**

**Council noted the Treasury Management Annual Review for 2016/17.**

**FC19. Revenue Budget and Medium Term Financial Picture**

Council considered a report by the Director of Corporate and Housing Services presenting an updated medium term financial picture along with information on the process to prepare a two year Revenue Budget.

## **Decision**

### **Council agreed:-**

- (1) to note the Medium Term Financial Picture set out in section 4.1 of the report;**
- (2) the progression of a two year Revenue Budget within the context of the new Corporate Plan and Council of the Future agenda;**
- (3) to reconvene the budget working group, with a political membership of 3 SNP, 3 Labour and 3 Conservative and that the groups' slates would be submitted to the Chief Governance Officer;**
- (4) to note the provisional Long Term Financial position set out in section 4.3 of the report.**

## **FC20. Strategic Property Review: Update**

Council considered a report by the Director of Development Services which provided an update on the work of the strategic property review (SPR) and sought the reestablishment of the strategic property review working group.

The next phase of the SPR was underway and was being finalised with all Council Services and the Falkirk Community Trust to establish current and future asset requirements. The SPR included work to establish the Council's future office needs reflecting the balance of customer facing and back office facilities, the roll out of mobile and flexible working and development of new locality based advice hubs. A comprehensive condition survey of the Municipal Buildings had been undertaken to determine its capacity for refurbishment.

## **Decision**

### **Council:-**

- (1) noted progress on the strategic property review and agreed to progress the next phase of the review;**
- (2) agreed to re-establish the strategic property review working group, with a political membership of 3 SNP, 3 Labour and 3 Conservative and that the groups' appointments would be submitted to the Chief Governance Officer ;**
- (3) noted the progress on the survey work undertaken in the Municipal Buildings complex;**

- (4) agreed to further develop options for delivery of the headquarters project by undertaking an initial market testing exercise for suitable regeneration projects in Falkirk Town Centre which might enable delivery of the civic office headquarters and arts centre;**
- (5) agreed that a programme of interim office solutions, including for staff currently located at Abbotsford House and Callendar Square, be prepared for consideration by the Executive in August, and**
- (6) agreed that future reports on the strategic property review be considered by the Executive.**

#### **FC21. Appointment Process for the Post of Head of Housing, Corporate and Housing Services**

Council considered a report by the Director of Corporate and Housing Services requesting that Council delegate responsibility for recruiting to the post of Head of Housing to the Appointments Committee.

##### **Decision**

**Council agreed to delegate powers to the Appointments Committee to make an appointment to the post of Head of Housing on a permanent basis.**

#### **FC22. Appointments**

Council considered a report by the Director of Corporate and Housing Services which provided information on the membership of committees, boards and statutory bodies and highlighted where positions remained unfilled. The report invited Council to make appointments to external organisations, appoint depute conveners where necessary and delegate authority to the Audit Committee to approve the unaudited and audited annual accounts for 2016/17.

At its statutory meeting Council had agreed the political composition of its committees with members either appointed at the meeting or by submission of slate to the Chief Governance Officer after the meeting. Council had also agreed that places allocated to independent members could be filled either by mutual agreement or failing this the appointments would be determined at this meeting. For those positions which remained outstanding Council was invited to make an appointment.

Council then considered each category of appointments set out in the report in turn.

## **Depute Conveners**

Council considered the appointment of depute conveners to the Appeals, Appointments, Civic Licensing, Pensions and Planning committees.

There was general agreement on the following appointments:-

Committee	Depute Convener
Appeals	Councillor McLuckie
Appointments	Councillor Garner
Civic Licensing	Councillor Blackwood
Pensions	Councillor Patrick
Planning	Councillor McLuckie

## **Independent Places**

Council agreed at its statutory meeting on 24 May 2017 (ref FC8) that for those committees and other bodies where an independent member received a place that the appointment may be made by agreement by the Independent members or, failing this, by Council. There had been no agreement reached on the allocation of these outstanding places and Council was invited to make appointments to the following bodies:-

- Appeals Committee
- Audit Committee
- Civic Licensing Committee
- Joint Consultative Committee
- Pensions Committee
- Licensing Board
- Central Scotland Valuation Joint Board
- Falkirk Community Trust Board

Councillor Nicol nominated Councillor Buchanan to the Licensing Board, Civic Licensing Committee and Pensions Committee.

There were no other nominations for these positions and Councillor Buchanan was appointed to the Licensing Board, Civic Licensing Committee and Pensions Committee.

Councillor Meiklejohn nominated Councillor Spears to the Falkirk Community Trust Board.

Councillor Nicol nominated Councillor Buchanan to the Falkirk Community Trust Board.

In terms of Standing Order 22.1, the vote was taken by roll call, there being 29 members present with voting as undernoted:-

For Councillor Spears (12) – Provost Coleman; Depute Provost Ritchie; Councillors Alexander, Balfour, Binnie, Bouse, Collie, Garner, Hughes, McCue, Meiklejohn and Murtagh.

For Councillor Buchanan (17) – Councillors Aitchison, Bissett, Black, Blackwood, Buchanan, Coombes, Flynn, Goldie, Grant, Harris, Kerr, McLuckie, Munro, Nicol, Nimmo, Patrick and Reid.

Councillor Buchanan was appointed to the Falkirk Community Trust Board.

### **Community Planning Strategic Board**

Three places on the Community Planning Strategic Board were reserved to members of Falkirk Council. The Leader of the Council and the Leader of the Opposition were appointed ex officio leaving one place to be agreed by Council.

Councillor Meiklejohn nominated Councillor Alexander.

Councillor Goldie nominated Councillor McLuckie.

Following discussion, and with the consent of the Provost, Councillor Goldie withdrew the nomination of Councillor McLuckie.

There were then no further nominations and Councillor Alexander was appointed to the Community Planning Strategic Board.

### **Scottish Enterprise East Regional Advisory Board**

Council considered the appointment of a member to the position on the Scottish Enterprise East Regional Advisory Board.

Councillor Garner nominated Councillor Meiklejohn.

There were no further nominations and Councillor Meiklejohn was appointed to the Scottish Enterprise East Regional Advisory Board.

### **Scottish Parliament's Cross Party Working Group on Poland**

Council considered the appointment of a member to the position on the Scottish Parliament's Cross Party Working Group on Poland.

Councillor Meiklejohn nominated Councillor Reid.

There were no further nominations and Councillor Reid was appointed to the Scottish Parliament's Cross Party Working Group on Poland.

### **Falkirk Temperance Trust**

Council was invited to appoint two members to the Falkirk Temperance Trust.

Councillor Meiklejohn nominated Councillor Murtagh.

Councillor Nicol nominated Councillor Grant.

There were no further nominations and Councillors Grant and Murtagh were appointed as trustees of the Falkirk Temperance Trust.

### **Substitutes**

There was general agreement that the appointment of substitute members to the Central Scotland Valuation Joint Board, SEStran and Scotland Excel would be dealt with by slate to the Chief Governance Officer.

### **Champions Board**

Council was invited to agree the political proportionality of the Champions Board and then appoint members.

There was general agreement that the Board would consist of 4 members with 2 being drawn from the administration, and 1 being drawn from each of the opposition groups.

Councillor Meiklejohn nominated Councillors Garner and Meiklejohn.

Councillor Nicol nominated Councillor Munro.

Councillor Goldie advised that he would not be submitting a nomination from his group at this time and sought an adjournment to consider his group's nomination.

There were no further nominations at this time and Councillors Garner, Meiklejohn and Munro were appointed to the Champions Board.

### **Veterans Champion**

Councillor Spears had intimated his resignation as Veterans Champion with effect from today's meeting. Council was invited to appoint a Veterans Champion to the resultant vacancy.

Councillor Nicol nominated Councillor Patrick.

There were no further nominations and Councillor Patrick was appointed Veterans Champion.



## **COSLA Working Groups**

Councillor Meiklejohn made the following nominations:-

COSLA Working Group	Nomination
Children & Young People	Councillor McCue
Health & Social Care	Councillor Collie
Environment & Economy	Councillor Garner
Community & Wellbeing	Councillor Alexander

Councillor Nicol made the following nominations:-

COSLA Board	Nomination
Children & Young People	Councillor Munro
Health & Social Care	Councillor Harris
Environment & Economy	Councillor Patrick
Community & Wellbeing	Councillor Flynn

Council agreed to an adjournment at 11.35am to allow the Labour Group to consider its nominations to the Champions Board and COSLA Boards and reconvened with all members present as per the sederunt at 11.45am.

Councillor Nicol, with the consent of the Provost, withdrew the nominations of Councillors Munro and Harris.

Councillor Goldie made the following nominations:-

COSLA Board	Nomination
Children & Young People	Councillor Nimmo
Health & Social Care	Councillor Bissett

There were two nominations for each position. Council voted on each position in turn and in terms of Standing Order 22.1, the following votes were taken by roll call, there being 29 members present with voting as set out below:-

### **Children & Young People Board**

For Councillor McCue (12) – Provost Coleman; Depute Provost Ritchie; Councillors Alexander, Balfour, Binnie, Bouse, Collie, Garner, Hughes, McCue, Meiklejohn and Murtagh.

For Councillor Nimmo (17) – Aitchison, Bissett, Black, Blackwood, Buchanan, Coombes, Flynn, Goldie, Grant, Harris, Kerr, McLuckie, Munro, Nicol, Nimmo, Patrick and Reid.

Councillor Nimmo was appointed to the COSLA Children & Young People Board.

### **Health & Social Care Board**

For Councillor Collie (12) – Provost Coleman; Depute Provost Ritchie; Councillors Alexander, Balfour, Binnie, Bouse, Collie, Garner, Hughes, McCue, Meiklejohn and Murtagh.

For Councillor Bissett (17) – Aitchison, Bissett, Black, Blackwood, Buchanan, Coombes, Flynn, Goldie, Grant, Harris, Kerr, McLuckie, Munro, Nicol, Nimmo, Patrick and Reid.

Councillor Bissett was appointed to the COSLA Health & Social Care Board.

### **Environment & Economy Board**

For Councillor Garner (12) – Provost Coleman; Depute Provost Ritchie; Councillors Alexander, Balfour, Binnie, Bouse, Collie, Garner, Hughes, McCue, Meiklejohn and Murtagh.

For Councillor Patrick (17) – Aitchison, Bissett, Black, Blackwood, Buchanan, Coombes, Flynn, Goldie, Grant, Harris, Kerr, McLuckie, Munro, Nicol, Nimmo, Patrick and Reid.

Councillor Patrick was appointed to the COSLA Environment & Economy Board.

### **Community Wellbeing Board**

At this point Councillor Alexander indicated that he did not wish to accept the nomination made by Councillor Meiklejohn to the Community Wellbeing Board.

There being one remaining nomination, Councillor Flynn was appointed to the COSLA Community Wellbeing Board.

### **Champions Board (continued)**

Council had earlier agreed the political proportionality for the Champions Board as being two members of the administration and one from each of the opposition groups. One vacancy remained on the Board for the position allocated to the Labour Group.

Councillor Goldie nominated Councillor Bissett.

## **Decision**

### **Council agreed:-**

- (1) to delegate authority to the Audit Committee to approve the unaudited and audited accounts prior to their submission to the Controller of Audit;**
- (2) to appoint Depute Conveners as follows:-**

<b>Committee</b>	<b>Depute Convener</b>
<b>Appeals</b>	<b>Councillor McLuckie</b>
<b>Appointments</b>	<b>Councillor Garner</b>
<b>Civic Licensing</b>	<b>Councillor Blackwood</b>
<b>Pensions</b>	<b>Councillor Patrick</b>
<b>Planning</b>	<b>Councillor McLuckie</b>

- (3) to appoint Councillor Buchanan to the:-**
  - (i) Falkirk Community Trust;**
  - (ii) Civic Licensing Committee;**
  - (iii) Licensing Board, and**
  - (iv) Pensions Committee;**
- (4) to appoint Councillor Alexander to the Community Planning Strategic Board;**
- (5) to appoint Councillor Meiklejohn to the Scottish Enterprise East Regional Advisory Body;**
- (6) to appoint Councillor Reid to the Scottish Parliament's Cross Party Working Group on Poland;**
- (7) to appoint Councillors Grant and Murtagh as Trustees of the Falkirk Temperance Trust;**
- (8) that nominations for the appointment of substitute members to the Central Scotland Valuation Joint Board; SEStran and Scotland Excel would be provided to the Chief Governance Officer;**
- (9) that the political proportionality applied to the Champions Board would be 2 members drawn from the Administration and 2 members drawn from the Opposition with 1 member from each Opposition group;**
- (10) to appoint Councillors Bissett, Garner, Meiklejohn and Munro to the Champions Board;**
- (11) to appoint Councillor Patrick as Veterans Champion;**

- (12) to appoint Councillor Nimmo to the COSLA Children & Young People Board;**
- (13) to appoint Councillor Bissett to the COSLA Health & Social Care Board;**
- (14) to appoint Councillor Patrick to the COSLA Environment & Economy Board, and**
- (15) to appoint Councillor Flynn to the COSLA Community Wellbeing Board.**

### **FC23. Delegation of Powers to Determine Issues During the Summer Recess**

Council considered a report by the Director of Corporate and Housing Services seeking that authority was delegated to Chief Officers to deal with urgent business, which would normally be determined by Council or committee, during the summer recess.

#### **Decision**

**Council agreed that Chief Officers be given delegated powers, in consultation with the Leader of the Council and/or the relevant portfolio holder or, as appropriate, the relevant Committee Convener and/or Deputy Convener, to determine urgent items of business during the summer recess (from 28 June 2017 to 14 August 2017) and to report the decisions thereon to the first meeting of the Executive thereafter, provided that any such decision:-**

- (1) is required to secure the proper delivery of Council Services and to comply with the Council's statutory duties;**
- (2) does not involve expenditure of Council monies**
- (3) outwith the approved Revenue Budget and Capital Programme;**
- (4) does not involve an increase in the permanent establishment of the particular Service, and**
- (5) involves no dispute as to legality, propriety or the proper interpretation of Council policy as affecting the decision.**

#### **FC24. Execution of Deeds**

Council considered a report by the Director of Corporate and Housing Services detailing those deeds that had been signed and sealed on behalf of the Council since the last meeting.

#### **Decision**

**Council noted the signing of the deeds listed in the appendix to the report.**

## FALKIRK COUNCIL

## Questions Under Standing Order 32

Standing Order 32 enables Councillors to put questions to the Leader of the Council or the relevant portfolio holder on matters transacted at a meeting of the Executive or the Education Executive, or to the Provost on civic matters, during the preceding cycle. The table below details the questions asked and answered at the meeting.

A recording of the meeting, including the questions asked and full responses can be found at

<http://www.falkirk.gov.uk/services/council-democracy/councillors-decision-making/committees/falkirk-council-audio/28-june-2017.aspx>

<b>Order Taken:</b>	<b>Question 1</b>	<b>Committee and Minute Reference: Executive – 13 June 2017 (EX6)</b>
<b>Report Title: Processing of Blue Bin Material and Charter Compliant Service</b>		
<p><b>Question</b></p> <p>The report states that processing internally remains the most cost effective option of dealing with blue bin material but is outwith the allocated budget.</p> <p>Is the portfolio holder of the belief that the system is being used as cost effectively as possible?</p> <p><b>Councillor Goldie</b></p>		

**Answer**

I agree with the report that processing internally is the most cost effective means of dealing with the co-mingled dry recyclate material. The figures for providing this service externally range from £625k to £937k. In comparison these figures and the service we have inherited from the previous Administration do not really make good reading. The allocated budget was £280k, the cost will rise to an estimated £500k, an increase in the region of £220k, almost doubling the budget. This is due to contamination materials in the blue bin which could be directly connected to the 4 – weekly green bin collection. This needs addressed and along with other aspects, highlights the need for a review of the service and a proper consultation with the public which we moved at the recent Executive meeting and unlike the previous small scale consultation undertaken by the policy development panel this will be listened to and acted upon.

**Councillor Garner****Supplementary Question**

1. Is Mr Garner aware of the tonnage that goes through the new machine ever day, my understanding is that it's in order of 30 tons and that that leaves 11 tons ever day approximately 11 tons lying on the floor not being recycled.
2. Has Mr Garner asked the question regarding the ten employees that was discussed at the Executive, I know the minute is not here but Mr Garner will be aware of the question regarding the ten employees because strangely enough the crew for that particular machine equates to ten individuals so if there was another ten individuals employed the machine would clear up the rubbish as it came in.
3. Is he aware that in the very short time that that machine has been installed there have been a 100 employees approximately employed and left the service?

**Answer**

Yes I am aware of some of these things, its quite a lengthy question in fact I think it was maybe three, four questions into one supplementary question so if you would like to maybe give me that in writing I shall look into it and reply in due course. One of the ones I will answer and one of the ones I have been through and seen is that you're talking about 100 people that have been through the system the quick turn around in the job in there. Having witnessed it it's not the most sought after position I would say it's quite a hard task and I think that may be one of the reasons actually its got quite a bit of a turn around so I would be happy to answer it, but I will answer it in due course.

**Order  
Taken:****Question  
2****Committee and Minute Reference: Executive –  
Education Executive 13 June 2017 (EE4)****Report Title: Pupil Equity Funding, as Part of the Scottish Attainment Challenge Programme for 2017-18****Question**

Will the report to the Education Executive of 13 June 2017 on the subject of Pupil Equity Funding (PEF), as part of the Scottish Attainment Challenge programme for 2017-28, require to be the subject of later amendment this year in the light of the Deputy First Minister's recent announcement of proposals for the reform of Scottish education?

**Councillor Reid****Answer**

The Governance Review –

This will have no impact on the PEF report agreement at the Education Executive – 13 June 2017

Next steps seek to empower head teachers, teachers, parents and communities to delivery Excellence and Equity for our children. The paper sets out the Government's vision of an education system led by schools and teachers. Head teachers will be provided with greater autonomy around decisions, staffing and spending relating to their school. This will require



legislation. Once we have the draft bill and national guidance, we will have a clearer view of our Children's Services.

**Councillor McCue**

**Supplementary Question**

During the forthcoming consultation on the Depute First Minister's proposals for improving attainment will the Administration be challenging those parts of the proposals which seek to transfer powers from those who were elected democratically (us) and who are accountable to the wider public and transfer it to those who are appointed and not similarly accountable. For example the proposed enforced structure for regional collaborative, described by critics as authoritarian, unwanted, bureaucratic and hierarchical.

**Answer**

If the question could be put in writing I will get back to Councillor Reid. But I will say at this point that in the meeting with John Swinney yesterday he gave clear assurances that local government is very much going to be involved in the development of children's services.

In his words we will play a critical role. We will play a supportive role and we will be ensuring that our children's services, on all sharing of abilities throughout all Councils, we will play a massive part of pulling that together.