

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 large antlers. The bottom-left quadrant shows a three-masted sailing ship on wavy 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 contains the motto "A NE FOR A".

AGENDA ITEM

3

Minute

FALKIRK COUNCIL

**Minute of meeting of the EXECUTIVE held within the Municipal Buildings,
Falkirk on Tuesday 13 March 2018 at 9.30 a.m.**

Councillors:	David Alexander	Gordon Hughes
	Gary Bouse	Adanna McCue
	Fiona Collie	Cecil Meiklejohn
	Paul Garner	Laura Murtagh
	Dennis Goldie	Alan Nimmo
	Nigel Harris	Robert Spears

Officers:

Sally Buchanan, Fairer Falkirk Manager
Paul Ferguson, Revenue Manager
Jack Frawley, Committee Services Officer
Rhona Geisler, Director of Development Services
Sara Lacey, Head of Social Work Children's Services
Cathy Megarry, Service Manager
Colin Moodie, Chief Governance Officer
Stuart Murray, Graduate Trainee Governance
Mary Pitcaithly, Chief Executive
Stuart Ritchie, Director of Corporate & Housing Services
Bryan Smail, Chief Finance Officer
Vivien Thomson, Service Manager

EX96. Apologies

There were no apologies.

EX97. Declarations of Interest

Councillor Collie declared a non-financial interest in agenda item 7 (ref EX102) as an employee of Carers Scotland and stated that this did not require her to recuse herself from consideration of the item, having regard to the objective test in the Code of Conduct.

EX98. Minute

Decision

The minute of the meeting of the Executive held on 13 February 2018 was approved.

EX99. Rolling Action Log

A rolling action log detailing decisions not yet implemented following the previous meeting on 13 February 2018 was provided. Items 287 – Development of a Family Firm Approach; 288 – Provision of Housing & Support for Care Leavers, and 358 – Local Advice Hub and Support Hubs were the subject of reports on the agenda and accordingly fell from the action log.

Decision

The Executive noted the rolling action log.

EX100. Joint Consultative Committee – 27 February 2018

The Executive considered a report by the Director of Corporate and Housing Services which sought approval of policies which the Joint Consultative Committee agreed to refer to the Executive on 27 February 2018. The report considered by the Joint Consultative Committee was provided as an appendix to the report and provided details on the changes proposed to each policy. The policies were:-

- Control of Vibration at Work Policy
- Drug and Alcohol Policy
- Job Evaluation Policy and Procedure

Decision

The Executive agreed the immediate implementation of:-

- (1) changes to the Control of Vibration at Work Policy;**
- (2) changes to the Drug and Alcohol Policy, and**
- (3) immediate implementation of the Job Evaluation Policy and Procedure.**

EX101. Provision of Housing and Support for Care Leavers

The Executive considered a report by the Director of Children's Services and the Director of Corporate and Housing Services which provided a progress update on the options being developed for the provision of accommodation and support for care experienced young people. A Housing and Social Work Children's Services Protocol was provided as an appendix to the report.

The options for provision of housing and support for care leavers were developed as a result of the findings and recommendations of the Scrutiny Panel which examined outcomes for looked after children.

Decision

The Executive:-

- (1) noted the Housing and Social Work Children's Services Protocol for care leavers;**
- (2) noted the progress in developing housing options for care leavers, and**
- (3) requested a further progress report.**

EX102. Corporate Parenting

The Executive considered a report by the Director of Children's Services which provided an update on the implementation of the Council's Corporate Parenting Duties and progress with development of a Family Firm Approach.

The development of a Family Firm Approach was a recommendation made by the Scrutiny Panel which examined outcomes for looked after children. Children's Services had engaged the services of MCR Pathways to provide an employability training programme focused on looked after children. The following principles had been agreed:-

- Falkirk Family Firm will include a range of provision which young people can choose from depending on their individual needs
- support in school, guaranteed work experience, mentoring and modern apprenticeships will be provided
- support will be person centred and flexible
- expansion of the Council's guaranteed interview scheme will be explored
- all areas of the Council will be assisted to provide opportunities
- priority will be given to those for whom the Council is corporate parent

Decision

The Executive agreed:-

- (1) the continued focus on the three identified Corporate Parenting priorities as outlined in the Integrated Children's Services Plan;**
- (2) that progress on implementing the Council's Corporate Parenting duties be reported annually to the Executive, and**
- (3) that the proposals for the Family Firm Approach summarised in Section 4.5 of the report be progressed and implemented.**

EX103. Implementation of Carers (Scotland) Act 2016

The Executive considered a report by the Director of Children's Services which provided an update on the implications of the Carers (Scotland) Act 2016 and sought approval for the proposed method of implementation in Children's Services. A draft Young Carers Eligibility Criteria was provided as an appendix to the report.

The Carers (Scotland) Act 2016 would come into force on 1 April 2018 and introduced new duties on Local Authorities to assess and meet the needs of informal carers. The duties included:-

- support for carers to develop Adult Carer Support Plans or Young Carers' Statements
- setting a local Eligibility Criteria to determine which carers are eligible for support. Support must be provided to meet assessed eligible need
- make information available about the range of short breaks available
- involve carers in the planning and development of carers' services
- preparation of a local Carers Strategy

Decision

The Executive:-

- (1) agreed the plans for implementation of the Carers (Scotland) Act 2016 in Children's Services;**
- (2) noted the lead role undertaken by the Integration Joint Board;**
- (3) agreed the proposals for assessment and provision of Young Carers Statements, and how identified needs are met, and**
- (4) requested an update on implementation in Spring 2019.**

EX104. Council of the Future

The Executive considered a report by the Director of Corporate and Housing Services which provided an update on the progress made on the Council of the Future Programme of Change. The Executive agreed at its meeting on 28 November 2017 that quarterly update reports on the progress of the Council of the Future Programme of Change would be provided.

The Programme of Change had progressed to Phase 2, implementation, and focussed on the delivery of projects and was inline with expectations report by the Accounts Commission. A number of employee engagement events had been held and, in response, a draft action plan was produced and had been circulated to all services. The action plan concentrated on the following themes:-

- Communication
- Teamwork
- Leadership & Management
- Learning, Development, Feedback & Performance

In the period March to June 2018 the Business Support Project was on target to complete and deliver savings of £500k. Three new projects would also come on stream in this period. Housing – to review resources and develop and communication and consultation plan; Early Years Expansion – consider resources and plan for the increase in provision, and Virtual Learning in Schools – examine options for virtual learning and assess the impact on the workforce and technology requirements.

Decision

The Executive noted:-

- (1) the progress made in the Council of the Future Programme of Change, and**
- (2) that future quarterly update reports will be provided.**

EX105. Update on the West and Central Advice Hubs

The Executive considered a report by the Director of Development Services and the Director of Corporate and Housing Services which provided an update on the Advice Hub project for the West and Central areas.

A detailed design had been produced for the West Locality Hub at Carronbank House and the Service anticipated that the Hub would be operational from August 2018.

A review of town centre properties had been carried out to identify possible locations for the Central Hub. Two sites were identified but after further investigations neither were deemed suitable as they were leased properties and had disadvantages regarding lay out which would compromised the delivery of services. An additional feasibility study was undertaken with Falkirk Community Trust to assess the suitability of the library in Hope Street for a co-location of the library and the Hub. The advantages of this proposal related to footfall and Council ownership of the building. There was further potential for other services and partners to relocate into this building if the design and costs permitted.

Decision

The Executive:-

- (1) noted the progress with the creation of the West Advice Hub at Carronbank House;**
- (2) noted the progress of the feasibilities for the Central Hub;**
- (3) agreed that the preferred solution for the Central Hub was to progress a joint model for repurposing the Falkirk Library building at Hope Street with a joint operational model finalised to allow delivery to the timescales outlined in paragraph 4.7 of the report, and**
- (4) requested that the Falkirk Community Trust Board consider the repurposing of Hope Street to allow a community hub to be delivered alongside a complementary library service.**

EX106. Falkirk-Grangemouth Investment Zone Update

The Executive considered a report by the Director of Development Services which provided an update on the outline business case for an Investment Zone for the Falkirk-Grangemouth area. The report also set out details of the outputs of the work so far and the timeline and process for the next stages of the Investment Zone bid.

A steering group had been formed to oversee development of the Investment Zone outline business case which included Falkirk Council, Scottish Enterprise, Scottish Futures Trust and Scottish Canals. The group also engaged the wider business community through consultation events and made contact with partners and stakeholders.

Decision

The Executive:-

- (1) noted the progress of work to prepare an outline business case for the Investment Zone as summarised in the report, and**
- (2) agreed that the outline business case be forwarded to Scottish and UK Governments for consideration.**

EX107. Denny Town Centre Regeneration – Update Report

The Executive considered a report by the Director of Development Services which provided an update on the status of the Denny Town Centre regeneration project, including the phase 1 development and proposed marketing of phases 2 and 3.

Phase 1 works were nearing completion with seven tenants in place and trading. Four vacant units were being marketed by the Council's agents in order to attract additional interest. The carpark and town square had been completed, with some minor snagging works and arts intervention works yet to take place to complete the public realm. A community event was planned to signify the completion of phase 1.

Phases 2 and 3 would be marketed through procurement of a marketing agent who would develop a marketing and planning brief to attract and guide market interest in the sites. Council agreed at its meeting on 7 March 2018 to allocate £5.65m to complete the DEAR scheme. This funding would meet the cost of the contributions anticipated from phases 2 and 3 and enabled the marketing exercise to proceed.

Decision

The Executive:-

- (1) noted the progress of the Denny Town Centre regeneration project;**
- (2) agreed to declare the phase 3 site surplus to operational requirements;**
- (3) agreed the proposed marketing of the phase 2 and 3 sites as detailed in the appendix to the report, and**
- (4) noted that the financial costs towards the cost of the Denny Eastern Access Route (DEAR) for phase 2 and 3 of the town centre redevelopment are to be met from the Council's General Services capital programme.**

EX108. Assets Surplus to Operational Requirements

The Executive considered a report by the Director of Corporate and Housing Services which sought that the assets at Kirkland Drive, Denny; East Bridge Street, Falkirk and Mary Street, Laurieston be declared surplus to operational requirements for disposal.

Decision

The Executive agreed:-

- (1) that regarding the Land at Laurie's Bar, Lauriston, negotiations should continue with a view to acquiring the tenant's interest and if these are not successful the current position should be maintained, and**
- (2) to declare the following assets as surplus to operational requirements and authorise the disposal of the following assets on the terms as detailed in the report:-**
 - i. Land and vacant lock-up site at Kirkland Drive, Denny – sale on the open market, and**
 - ii. Land at East Bridge Street, Falkirk – sale on the open market.**

EX109. Exclusion of Public

The Executive agreed in terms of section 50A(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for the following item of business on the ground that it would involve the likely disclosure of exempt information as defined in paragraph 6 of part 1 of schedule 7A to the said Act.

EX110. Irrecoverable Debts 2017/18

The Executive considered a report by the Director of Corporate and Housing Services which sought approval to write out of the accounts for 2017/18 debts which were in excess of £5,000 and are unlikely to be recoverable.

Decision

The Executive agreed, subject to further recovery action being taken should the opportunity arise, that the following debts in excess of £5,000 are written out of the accounts for 2017/18:

- (1) Council Tax debts totalling £62,622.36 as detailed in appendix A;**
- (2) Rent debts totalling £19,013.52 as detailed in appendix B;**
- (3) Housing Benefit Overpayments debts totalling £28,622.93 as detailed in Appendix C;**
- (4) Non-Domestic Rates totalling £630,954.38 as detailed in Appendix D, with an appropriate adjustment to the Rate Income Return for 2017/18;**
- (5) Sundry Account debts totalling £128,207.03 (Inclusive of any VAT) as detailed in Appendix E, and**
- (6) Temporary Accommodation charges totalling £24,250.14 as detailed in Appendix F.**