

LTC13. FALKIRK COMMUNITY TRUST MUSEUM AND LIBRARY COLLECTIONS POLICIES

There was submitted Report (circulated) dated 1 November 2012 by the Chief Executive on the Falkirk Community Trust's Policies for the Museum and Library Collections.

Discussion took place on the following issues:-

- The opportunities for the utilisation of digital media and approaches including browsers;
- The majority of Museum collections not being on show and the opportunities for enabling more presentations of exhibits; and
- The opportunities for user friendly approaches to the promotion and enjoyment of collections.

NOTED

AGREED to refer the Report to the Policy and Resources Committee for approval.

NOTE: Members will note that the above referral agreed by the Committee was to the Policy and Resources Committee but having subsequent regard to the timescales involved, the matter would be considered at the Council meeting on 5 December 2012.

LTC14. STRATEGIC GUIDANCE FOR COMMUNITY PLANNING PARTNERSHIPS - COMMUNITY LEARNING AND DEVELOPMENT

There was submitted Report (circulated) dated 12 November 2012 by the Director of Education on the Scottish Government Strategic Guidance for Community Planning Partnerships in relation to Community Learning and Development (CLD) and its valuable role in community engagement.

Discussion included the following issues:-

- The important role of the CLD in the future delivery of public services including early intervention/prevention approaches and addressing inequalities;
- The major contribution to community participation and engagement, corporate working between Council Services and partner agencies;
- The joint working opportunities through the Community Engagement Strategy ensuring a shared vision for the area and engagement with all sections of the community;
- The recognition of current good practice throughout the Council and with its partners; and
- The challenges in engaging with young people and the range of corporate participation methods required.

NOTED

AGREED that the Director of Education develop a new Falkirk Partnership Community Learning and Development Strategy for the period 2013-17 for Committee approval in due course.

LTC15. HERITAGE LOTTERY FUND STRATEGIC PROGRAMME UPDATE

There was submitted Report (circulated) dated 1 November 2012 by the Director of Corporate and Neighbourhood Services providing an update in relation to the Heritage Lottery Fund (HLF) Strategic Programme.

Discussion took place on the following issues:-

- The value of Heritage Lottery Funding to a wide range of projects and the work undertaken by the Council's External Funding Unit in supporting projects;
- The importance of encouraging and assisting local communities in seeking funding and project sustainability;
- The External Funding Unit's proposals for local community information sessions on the funding sources available for community focussed projects; and
- The role of Members and officers in promoting the funding available.

NOTED

AGREED:-

- (1) that HLF staff be invited to present a workshop/information session for all members on the HLF programme; and
- (2) that the HLF new funding programmes be promoted within local communities and to refer any potential applications to the External Funding Unit for support, if required.

LTC16. CENTRAL SCOTLAND FOREST TRUST - FALKIRK AREA PROGRAMME 2011-2013: FOLLOWING THE PUBLIC POUND

There was submitted Report (circulated) dated 23 October 2012 by the Director of Development Services on the Central Scotland Forest Trust Falkirk Area Programme 2011/13: Following the Public Pound.

Discussion took place on the following issues:-

- The delivery of a network of strategic walking and cycling routes for active travel and recreation;
- The valuable work of Council officers in the delivery and support to a wide range of projects;
- The initiatives including Kinneil Woods, Falkirk Old and St. Modan's. Parish Church, the Street Trees Group, the progressing of the Green Network, Carron Lake, tree planting within Hallglen and Lionthorn and the John Muir Trail; and

- The social, environmental and economic benefits influencing health, wellbeing and quality of life improvements.

NOTED

AGREED:-

- (1) that the ongoing monitoring and reporting mechanisms in place were satisfactory; and
- (2) to request that officers prepare a draft Falkirk Green Network Strategy for consideration in due course.

LTC17. FALKIRK ENVIRONMENT TRUST - ANNUAL PROGRESS REPORT 2011/12: FOLLOWING THE PUBLIC POUND

There was submitted Report (circulated) dated 1 November 2012 by the Director of Development Services on the Falkirk Environment Trust - Annual Process Report 2011/12: Following the Public Pound.

Discussion took place on the following issues:-

- The Council staff's significant valuable work with the Trust and local communities in the delivery of projects;
- The comprehensive range of local projects being supported; and
- The importance of seeking landfill tax funding for local projects from the West Carron Landfill site, now under new management.

NOTED

AGREED that the ongoing monitoring and reporting mechanisms in place were satisfactory.

LTC18. FALKIRK AREA BIODIVERSITY ACTION PLAN 2011-2014

There was submitted Report (circulated) dated 22 October 2012 by the Director of Development Services on the Falkirk Area Biodiversity Action Plan 2011-2014.

Discussion took place on the following issues:-

- The significant partnership working between a wide range of organisations and local communities in the protection of natural species and habitats,
- The commitment and major work undertaken by Council staff; and
- The problem of invasive plant species and eradication work.

NOTED

LTC19. CARRON DAMS - PROPOSED LOCAL NATURE RESERVE

There was submitted Report (circulated) dated 22 October 2012 by the Director of Development Services on the Carron Dams proposed Local Nature Reserve (LNR).

Discussion included the Council staffs' inspirational and valuable work with communities and the range of projects.

NOTED

AGREED:-

- (1) to request that officers facilitate the continued development of a Local Management Group as detailed in the report; and
- (2) to request that officers formally consult SNH on the proposal to declare Carron Dams a Local Nature Reserve under Section 21 of the National Parks and Access to the Countryside Act 1949 and report back to Committee on the outcome in due course.

LTC20. HELIX PROJECT UPDATE

There was submitted Report (circulated) dated 30 October 2012 by the Director of Development Services providing an update on the Helix project.

Discussion took place on the following issues:-

- The continued commitment and major work undertaken by the project team in the delivery of the projects;
- The significant benefit to the Falkirk Council area;
- The contribution of the Kelpie structures and their replica's around the world in promoting Falkirk; and
- The importance of synergy between the Helix, the wider Falkirk Community Trust and Council activities, facilities and projects.

NOTED

LTC21. TOURISM ACTION PLAN 2013

There was submitted Report (circulated) dated 30 October 2012 by the Director of Development Services on the Tourism Action Plan 2013.

Discussion took place on the following issues:-

- The wide range of collaborative working initiatives including the Antonine Wall, the Bridgeness Slab, the John Muir and Kinneil Trails, the Year of Natural Scotland, the opening of the Bo'ness and Bridgeness Path in 2014 and the Helix as a driver for other projects;

- The opportunities from the forthcoming Commonwealth Games and the Ryder Cup to the tourism of the area; and
- The importance of engaging with hotels and bed and breakfasts and with partner agencies and promoting the heritage, tourism and economic wellbeing of the local area.

NOTED

AGREED to endorse the Tourism Action Plan 2013.

DRAFT**FALKIRK COUNCIL**

MINUTE of MEETING of the APPEALS COMMITTEE held in the MUNICIPAL BUILDINGS, FALKIRK on THURSDAY 22 NOVEMBER 2012 at 1.00 p.m.

PRESENT: Councillors Blackwood, D Goldie, Gow and McLuckie.

CONVENER: Councillor McLuckie.

ATTENDING: Depute Chief Governance Officer; Senior Human Resources Adviser (K Doherty), and Committee Services Officer (S Barton).

A8. DECLARATIONS OF INTEREST

Councillors Blackwood and Goldie declared a non financial interest in item A13 in that they are both members of UNITE the Union, but did not consider that this required them to recuse themselves from consideration of the item, having regard to the objective test in the Code of Conduct.

A9. APOLOGIES

An apology for absence was intimated on behalf of Depute Provost Patrick and Councillors Chalmers, Turner and Jackson.

A10. MINUTES

- (a) there was submitted (circulated) and **APPROVED** Minute of Meeting of the Appeals Committee held on 26 June 2012, and
- (b) there was submitted (circulated) and **APPROVED** Minute of Meeting of the Appeals Committee held on 12 September 2012.

A11. EXCLUSION OF PUBLIC

RESOLVED in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude from the meeting the press and public for the following items of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A to the said Act.

A12. APPEAL AGAINST DISCIPLINARY ACTION

There were submitted (circulated) copies of (a) Note of Procedure; (b) Submission from Head of Economic Development and Environmental Services dated 15 November 2012, and (c) copies of core documents relating to the Appeal.

The Depute Chief Governance Officer and the Senior Human Resources Adviser were in attendance as legal adviser and personnel adviser to the Committee respectively.

The Appellant, Mr M, was present and was represented by C Lambie, GMB.

The Head of Economic Development and Environmental Services and Human Resources Adviser, A Reid were present as representatives of the Council.

The Appellant and his representative presented his case.

The Head of Economic Development and Environmental Services asked questions of the Appellant and his representative.

Members of the Committee then asked questions of the Appellant and his representative.

The Head of Economic Development and Environmental Services presented the case on behalf of the Council.

The Appellant and his representative then asked questions of the Head of Economic Development and Environmental Services.

Members of the Committee then asked questions of the Head of Economic Development and Environmental Services.

The Head of Economic Development and Environmental Services summarised the case on behalf of the Council.

The Appellant and his representative summarised his case.

The parties to the appeal withdrew.

The Committee having given careful consideration to all of the submissions made were satisfied that the decision by the Head of Economic Development and Environmental Services was justified in all the circumstances. Accordingly the appeal was **REFUSED**.

The parties to the appeal were recalled and the decision intimated to them.

A13. APPEAL AGAINST DISMISSAL

There were submitted (circulated) copies of (a) Note of Procedure; (b) Submission from Head of Economic Development and Environmental Services dated 15 November 2012, and (c) copies of core documents relating to the Appeal.

The Depute Chief Governance Officer and the Senior Human Resources Adviser were in attendance as legal adviser and personnel adviser to the Committee respectively.

The Appellant, Mr H, was present and was represented by L Turner, UNITE.

The Head of Economic Development and Environmental Services and Human Resources Adviser, A Reid were present as representatives of the Council.

The Appellant and his representative presented his case.

The Head of Economic Development and Environmental Services asked questions of the Appellant and his representative.

Members of the Committee then asked questions of the Appellant and his representative.

The Head of Economic Development and Environmental Services presented the case on behalf of the Council.

The Appellant's representative then asked questions of the Head of Economic Development and Environmental Services.

Members of the Committee then asked questions of the Head of Economic Development and Environmental Services.

The Head of Economic Development and Environmental Services summarised the case on behalf of the Council.

The Appellant and his representative summarised his case.

The parties to the appeal withdrew.

The Committee having given careful consideration to all of the submissions made were satisfied that the decision by the Head of Economic Development and Environmental Services to dismiss Mr H from Council service was justified in all the circumstances. Accordingly the appeal was **REFUSED**.

DRAFT**FALKIRK COUNCIL**

MINUTE of MEETING of the ECONOMIC STRATEGY AND DEVELOPMENT COMMITTEE held in the MUNICIPAL BUILDINGS, FALKIRK on TUESDAY 27 NOVEMBER 2012 at 9.30 a.m.

PRESENT: Councillors Bird, Black, Blackwood, Buchanan, Carleschi, Coleman, D Goldie, Gow, McNally, Nimmo and Oliver.

CONVENER: Councillor Goldie.

ATTENDING: Director of Development Services; Depute Chief Finance Officer (J Flannigan); Head of Economic Development and Environmental Services; Employment and Training Manager; Development Plan Co-ordinator; Legal Services Manager (I Henderson), and Committee Services Officer (S Barton).

ESD12. OPENING REMARKS

The Convener advised that Falkirk Council had recently been successful at the Scotland's Modern Apprenticeship Awards 2012 winning the Best Large Employer category. Prior to commencement of the business, Members of the Committee took part in a photocall to publicise the achievement.

ESD13. APOLOGIES

No apologies were intimated.

ESD14. DECLARATIONS OF INTEREST

There were no declarations made.

ESD15. MINUTE

There was submitted (circulated) and **APPROVED** Minute of Meeting of the Economic Strategy and Development Committee held on 18 September 2012.

ESD16. CONGRATULATIONS TO FALKIRK'S EMPLOYMENT AND TRAINING UNIT – MOTION TO SCOTTISH PARLIAMENT

The Convener advised that Angus McDonald MSP had lodged a motion to the Scottish Parliament as follows:-

That the Parliament congratulates Falkirk Council's Employment and Training Unit on winning the Best Large Employer category at Scotland's Modern Apprenticeship Awards 2012 despite facing what it understands was strong competition from Scotrail, Ace Winches and Thomas Cook; notes that Falkirk was the only local authority shortlisted; understands that these awards showcase those that have demonstrated initiative, enterprise and outstanding commitment to the improvement of skills development for Scotland's economy through the use of modern apprenticeships; notes that, in 2011-12, 391 young people were taken on as part of the Council's scheme to train for qualifications in areas including accountancy, youth work and housing, as well as the more traditional vocations; understands that at least 60% were young people who previously had no qualifications and that over 95% of those who complete their apprenticeship progress to sustainable employment; believes that the initiative has attracted cross-party support at Falkirk Council and looks forward to further progress in developing a workforce of the future and the overall engagement of young people in training and employment programmes throughout the Falkirk district.

NOTED.

ESD17. MODERN APPRENTICESHIP UPDATE REPORT

There was submitted Report (circulated) dated 1 November 2012, by the Director of Development Services (a) providing the annual update on the Council's commitment to delivering opportunities for young people through the modern apprenticeship programme, and (b) highlighting some of the economic and financial challenges that continue to impact on both young people and the modern apprenticeship opportunities available.

Discussion took place on the following:-

- the scope for further growth in apprenticeship opportunities within the Council and with other partner agencies
- that the work being done by the Employment and Training Unit is seen as being an example of good practice by other local authorities
- the impact of the European Social Fund in bringing practical benefits to the area

NOTED the involvement in the Modern Apprenticeship programme delivered and enabled by the Council as outlined in section 2 of the Report.

AGREED to maintain the Council's commitment to achieving maximum opportunities for young people.

ESD18. EMPLOYABILITY ACTION PLAN REFRESH

There was submitted Report (circulated) dated 1 November 2012, by the Director of Development Services (a) providing an update on the Scottish Government's Working for Growth strategy – a refresh of the Employability Framework for Scotland published in September 2012; (b) advising that the refreshed framework recognises the changes which have taken place in the economic and policy environment and takes account of the ongoing review and reform of public services, and (c) outlining the

update on the Falkirk Employability Action Plan and the Council's response to the national framework which aims to provide more effective support, better targeting and a more seamless, integrated provision of support and recognising that employment is an instrument for tackling poverty, inequality and disadvantage.

Discussion took place on the following:-

- the work undertaken by the Employment and Training Unit to gain an understanding of labour market conditions
- how intelligence is used to tailor services to the areas where they are most needed
- the change in the demographic of the young unemployed in the area
- the work being undertaken to increase the capacity of the third sector as an employer for young people

NOTED the contents of the Report.

AGREED to receive an updated Report when the local action plan has been finalised.

ESD19. NATIONAL PLANNING FRAMEWORK 3

There was submitted Report (circulated) dated 14 November 2012, by the Director of Development Services (a) advising that the Scottish Government has begun work on the third National Planning Framework (NPF) and has started the engagement process with stakeholders to bring forward ideas for issues and projects which should be included; (b) outlining the timescales for publication of the Main Issues Report and that the finalised NPF3 is expected to be approved in 2014, and (c) providing information on the 2 developments in the Falkirk Council area which are currently part of NPF2 – Grangemouth Freight Hub and Central Scotland Green Network, proposing that they be put forward as candidate developments in NPF3.

Discussion took place on the following:-

- the work required to put forward the case to continue with the 2 projects in NPF3
- the good work which has been undertaken over the years by the Central Scotland Forest Trust and by other organisations to clean up the area

AGREED to make a submission to the Scottish Government, based on the Report, supporting the continuation of Grangemouth Freight Hub and Central Scotland Green Network as candidate national developments in NPF3.

WORKING GROUP MINUTES

5 - 10

FALKIRK COUNCIL

MINUTE of MEETING of the BEST VALUE FORUM held in the MUNICIPAL BUILDINGS, FALKIRK on FRIDAY 12 OCTOBER 2012 at 10.00a.m.

PRESENT: Provost Reid; Councillors Alexander, Bird, Black, Blackwood, Chalmers, Coleman, McCabe, Meikejohn, Oliver and Turner.

CONVENER: Councillor Meikejohn.

ATTENDING: Chief Executive; Legal Services Manager (I Henderson), Integration Support Manager, Quality Improvement Manager (A Black), and Senior Committee Services Officer.

ALSO

ATTENDING: Maureen Campbell and Alastair Mitchell, Falkirk Community Trust and A Craik, Audit Scotland.

BV11. APOLOGIES

Apologies were intimated on behalf of Depute Provost Patrick and Councillor C Martin.

BV12. DECLARATIONS OF INTEREST

There were no declarations made.

BV13. OPENING REMARKS

The Meeting **AGREED** that reports on the use of Consultants within Council Departments be submitted to a future Meeting of the Best Value Forum.

BV14. MINUTE

There was submitted (circulated) and **NOTED** Minute of Meeting of the Best Value Forum held on 11 September 2012.

BV15. FALKIRK COMMUNITY TRUST – PERFORMANCE REPORT: APRIL 2011 TO MARCH 2012

There was submitted Report (circulated) dated 4 October 2012 by the Chief Executive attaching a copy of the Report by the Chief Executive of Falkirk Community Trust, detailing the performance of the Trust on a range of work and indicators for the period from April 2011 to March 2012.

Discussion focussed on the following:-

- Library usage
- Use of Sports Centres/Games Halls
- Falkirk Community Trust Reserves Strategy
- Status of Denny Library during period of town centre regeneration
- Community use of High Schools
- Attendance of the Chairman of the Trust at Council Meetings
- Participation of teenage girls in sport

NOTED

BV16. EDUCATION SERVICES PERFORMANCE REPORT

There was submitted Report (circulated) dated 12 October 2012 by the Director of Education Services presenting an overview of Education Services' performance against a range of core indicators for the period to June 2012.

Areas covered by the Report and discussed included:-

- SQA attainment figures
- Attainment of Looked After Children
- School Leaver Destination
- Exclusions
- Incidents of Violence against Staff
- Free School Meals update
- Pupil Attendance
- Participation in Adult Literacy Programmes
- Young People participating in Health Promotion Activities

NOTED

DRAFT**FALKIRK COUNCIL**

MINUTE of MEETING of the BEST VALUE FORUM held in the MUNICIPAL BUILDINGS, FALKIRK on FRIDAY 9 NOVEMBER 2012 at 10.00a.m.

PRESENT: Provost Reid; Councillors Alexander, Bird, Blackwood, D Goldie, Gow, MacDonald, McCabe, Mahoney, C Martin, Dr C R Martin, Meiklejohn, Murray and Paterson.

CONVENER: Councillor C Martin.

ATTENDING: Chief Executive; Directors of Corporate and Neighbourhood Services and Development Services, and Senior Committee Services Officer.

BV17. APOLOGIES

An apology was intimated on behalf of Councillor G Goldie.

BV18. DECLARATIONS OF INTEREST

There were no declarations made.

BV19. MINUTE

There was submitted (circulated) and **NOTED** Minute of Meeting of the Best Value Forum held on 12 October 2012.

BV20. DEVELOPMENT SERVICES PERFORMANCE REPORT

There was submitted Report (circulated) dated 5 November 2012 by the Director of Development Services providing information on the quarterly performance of Development Services for the period April to June 2012.

Discussion took place on the following:-

- Target setting figures
- Numbers of planning applications
- Business Advice Requests
- Distinction between Anti Social Noise and Noise Nuisance Complaints
- Building Standards Customer Satisfaction Survey

NOTED the performance of Development Services for the period April to June 2012.

BV22. CORPORATE AND NEIGHBOURHOOD SERVICES PERFORMANCE REPORT – APRIL 2012 – SEPTEMBER 2012

There was submitted Report (circulated) dated 31 October 2012 by the Director of Corporate and Neighbourhood Services, detailing performance of Corporate and Neighbourhood Services, detailing performance of Corporate and Neighbourhood Services for the 6 month period, April – September 2012.

Discussion took place on the following:-

- Street Cleaning
- Condition of Void Properties
- Tenant satisfaction levels in accepting new houses
- Sickness Absence Rates
- Role of Contact Centre
- Homelessness Statement

NOTED the performance for Corporate and Neighbourhood Services for the period April 2012 – September 2012.

DRAFT**FALKIRK COUNCIL**

MINUTE of SPECIAL MEETING of the BEST VALUE FORUM held in the FALKIRK REGISTRATION OFFICE, OLD BURGH BUILDINGS, NEWMARKET STREET, FALKIRK on TUESDAY 20 NOVEMBER 2012 at 3.00 p.m.

PRESENT: Provost Reid; Depute Provost Patrick; Councillors Black, Chalmers, C Martin, McLuckie, Meiklejohn, Nimmo and Paterson.

CONVENER: Councillor C Martin.

ATTENDING: Director of Corporate and Neighbourhood Services; Head of Operational Service; Waste Manager, and Senior Committee Services Officer.

ALSO IN

ATTENDANCE: R Baird, M Duffy, J Easton, M Jenkins and P Morton – Improvement Team.

BV23. APOLOGIES

Apologies were intimated on behalf of Councillors Alexander, Bird, Blackwood, Jackson, Mahoney and Dr C R Martin

BV24. DECLARATIONS OF INTEREST

No declarations were made.

BV25. REFUSE COLLECTION SERVICE

With reference to the Minutes of Meetings of Falkirk Council held on 14 March 2012 (Paragraph FC 110 refers), there was submitted Report (circulated) by Director of Corporate and Neighbourhood Services, dated 15 November 2012 presenting a review of the six month pilot project and an analysis of the equal pay risk. In particular the Report examined the Outcomes of the Assessment process, concentrating on the following areas:-

- Performance
- Productivity
- Flexibility
- Cost
- Equal Pay
- Collective Agreement
- Bench Marking

Discussion took place on the following:-

- Collection of blue bins
- Provision of black boxes
- Kerbside collections
- Role of chargehands
- Impact of long term illness returns
- Use of casual staff

NOTED the assessment of the 6 month refuse collection service pilot project and the equal pay risk.