

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 sailing ship on the water. The top-right quadrant shows a stag's head with antlers. The bottom-left quadrant shows a beaver. The bottom-right quadrant shows a grizzly bear. 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 27 November 2018 at 9.30 a.m.**

**Councillors:** David Alexander  
Robert Bissett  
Gary Bouse  
Joan Coombes  
Jim Flynn  
Paul Garner  
Dennis Goldie (Convener)  
Nigel Harris  
Gordon Hughes  
Cecil Meiklejohn  
Malcolm Nicol  
Alan Nimmo

**Officers:** Karen Algie, Head of HR & Business Transformation  
Jack Frawley, Committee Services Officer  
Rhona Geisler, Director of Development Services  
Kenneth Lawrie, Chief Executive  
Colin Moodie, Chief Governance Officer  
Robert Naylor, Director of Children's Services  
Bryan Smail, Chief Finance Officer

**EX81. Order of Business**

The Convener varied the order of business. The following items have been recorded in the order that they were taken at the meeting.

**EX82. Apologies**

There were no apologies.

**EX83. Declarations of Interest**

Councillor Bissett declared a non-financial interest in agenda item 4 (ref EX85) as the holder of an allotment but stated that he considered that this did not require him to recuse himself from consideration of the item having regard to the objective test in the Code of Conduct.

#### **EX84. Minute**

##### **Decision**

**The minute of the meeting of the Executive held on 16 October 2018 was approved subject to the inclusion of an apology submitted by Councillor Flynn.**

#### **EX85. Rolling Action Log**

A rolling action log detailing decisions not yet implemented following the previous meeting on 16 October 2018 was provided. Item 318 - Falkirk Townscape Heritage Initiative Update and Steeple End Use Options was the subject of a report on the agenda and accordingly fell from the action log.

##### **Decision**

**The Executive noted the rolling action log.**

#### **EX86 Revenue Budget/Medium Term Financial Plan [MTFP]**

The Executive considered a report by the Director of Corporate and Housing Services which provided an update on savings options identified by officers. The report also set out an update on Budget related matters and the way forward to the Budget meeting of Council on 27 February 2019.

Information was provided on the projected budget gap. The estimated gap for 2019/20 had increased from £14m to £18m which was primarily attributable to the UK Treasury's triennial valuation of the teachers' pension scheme. Other adjustments had been built in including increased energy costs from contract review and the income impact of a new commercial crematorium in Stirling.

A breakdown of the savings options for each of the Council's three Service were appended to the report. Falkirk Community Trust and the Integration Joint Board (IJB) required to take their savings options/business plans through their own governance processes. The business plans for Trust and the IJB would be submitted to Council on 5 December.

Councillor Meiklejohn, seconded by Councillor Bouse moved that the Executive notes:-

- (1) the overall position set out in the report, and
- (2) that Services will identify further savings options in advance of the budget meeting in February.

As an amendment, Councillor Goldie, seconded by Councillor Bissett moved that the Executive:-

- (1) notes the huge levels of public concern at the proposals for cuts in schools across the District, and
- (2) agrees to refer this report to the Council so that all members have an opportunity to ask questions and to discuss this issue that is important to all communities.

Following discussion, Councillor Meiklejohn as the mover of the motion, with the consent of Councillor Bouse as her seconder and the Convenor, accepted the terms of the amendment.

### **Decision**

#### **The Executive:-**

- (1) noted the huge levels of public concern at the proposals for cuts in schools across the District, and**
- (2) agreed to refer the report to Council so that all members have an opportunity to ask questions and to discuss this issue that is important to all communities.**

The Executive adjourned at 10.45am and reconvened at 10.55am with all members present as per the sederunt.

### **EX87. Referral from Corporate Partnership Forum**

The Executive considered a report by the Director of Corporate and Housing Services which sought approval for the immediate implementation of three revised policies which had been referred from the Corporate Partnership Forum. The policies were:-

- (1) Adverse Weather Policy
- (2) Retirement (Teaching and Non-Teaching) Policy
- (3) Local Government Pension Scheme (LGPS) – Employer Discretions

#### Adverse Weather Policy

The Adverse Weather Policy had been revised and reformatted to make it easier to read and understand. A copy of the updated policy was attached to the report. The policy has been updated to include:-

- Explanation of the potential impact of different weather warnings on Council operations
- Guidance in relation to school closures due to adverse weather
- Additional guidance regarding communication during adverse weather.

### Retirement Policy (Non Teaching and Teaching Employees)

The retirement policies had been updated to take account of changes to the LGPS and the Scottish Teachers Pension Scheme. Copies of the revised policies were attached to the report. The policies had been simplified and reformatted to make them easier to use with clearer section headings and use of plain English, as well as hyperlinks instead of appendices. Both policies also provided clearer guidance on re-employment.

In line with the Regulations additional information had been included in the policy for non teachers on the ability to retire from age 55 without employer consent.

### Local Government Pension Scheme – Employer Discretions

A new version of the LGPS had been introduced with effect from 1st June 2018 and applied to all existing active members on 1st June 2018 and to all new members joining thereafter. The Regulations of the LGPS required all scheme employers to prepare and publish a written statement indicating how they intended to exercise their discretionary powers in a number of areas.

The proposed changes were explained in the discretions policy attached to the report. The main change to the scheme was that members aged 55 or over could take immediate payment of their benefit without requiring employer consent but with the benefits being actuarially reduced. One further change was in relation to the waiving of actuarial reduction. As all individuals had the right to take benefits at 55 the proposal was to simplify the regulation so that each member was treated on an equal basis removing the exceptional compassionate circumstance provision.

The annual severance report was also provided as an appendix to the report and included a summary of the numbers, costs and savings attached to early retirements in 2017/18.

### **Decision**

#### **The Executive:-**

- (1) approved the immediate implementation of changes to:-**
  - (i) Adverse Weather Policy**
  - (ii) Retirement (Teaching and Non-Teaching) Policy**
  - (iii) Local Government Pension Scheme – Employer Discretions, and**
- (2) noted the costs and savings achieved from voluntary severance and ill health retiral arrangements for the period 2017/18.**

#### **EX88. Provision of Free Sanitary Products in Council Offices**

The Executive considered a report by the Director of Corporate and Housing Services which sought approval of the introduction of provision of free sanitary products in Council Offices. Over recent years access to sanitary products for females had emerged as a public concern including poverty issues related to in-work poverty.

##### **Decision**

**The Executive agreed the introduction of free sanitary products in Council offices based on a 10% uptake and that this would be kept under review to ensure appropriate provision was made.**

#### **EX89. Treasury Management – Interim Review 2018/19**

The Executive considered a report by the Director of Corporate and Housing Services which, in line with the Treasury Management Code of Practice reporting requirements, provided an interim review of the Treasury Management function.

The report provided an update in regard to:-

- the economic and interest rate outlook
- the borrowing strategy
- the investment strategy
- Treasury Management Prudential Indicators
- the banking contract
- Treasury Management Advisers
- Market in Financial Instruments Directive II, and
- Member Training.

The report also provided benchmarking information which showed that Falkirk Council was 18th out of 32 Scottish Local Authorities in regard to investment balances at 31 August 2018.

##### **Decision**

**The Executive:-**

- (1) noted the progress of the Council's Treasury Management Strategy for 2018/19;**
- (2) noted the reduction in the long term borrowing requirement for 2018/19, and**
- (3) referred the report to Council for consideration.**

#### **EX90. Capital Programmes Update 2018/19**

The Executive considered a report by the Director of Corporate and Housing Services which provided details of the forecast position for the General Fund Services and Housing Capital Programmes along with the Prudential Indicators.

The General Fund Services and Housing Capital Programmes were approved by Council on 7 March 2018. The 2018/19 budgets for both programmes were part of a three year plan and as such there would be movement in spend across the years. The approved 2018/19 budget for the General Fund had been revised to £39.3m. The forecast spend for the General Fund was £36.9m, which was £2.4m less than budget. The forecast spend for the Housing Capital Programme was £35.1m, which was £3.4m less than the budget.

**The Executive noted the:-**

- (1) forecast spend for both the General Fund Services (£36.9m) and Housing Capital Programme (£35.1m);**
- (2) reduction in the external borrowing requirement for Capital Programme purposes, and**
- (3) Prudential Indicators.**

#### **EX91. Falkirk Townscape Heritage Initiative – Steeple End Use Business Case and Public Realm Update**

The Executive considered a report by the Director of Development Services which provided an update on the Falkirk Townscape Heritage Initiative (THI). The business case prepared by Falkirk Community Trust for future use of the Steeple was also presented along with an update on the delivery of the town centre public realm works.

The Executive agreed at its meeting on 13 June 2017 (ref EX10) that the Trust retain its lease and that the Falkirk Local History Society operate the Steeple as a local heritage space and attraction subject to submission of a viable business case for approval. The business case was provided as an appendix to the report.

**The Executive:-**

- (1) approved the business plan prepared by Falkirk Community Trust and noted the approval of the Falkirk Common Good Committee for commitment of additional revenue budget of up to £6,410 per annum over the next two years to support delivery of a viable future use of the Steeple as set out in section 5 of the report;**

- (2) noted the outcome of the delivery of the THI public realm works including the support provided to local town centre businesses directly affected by the works, and**
- (3) noted the achievements delivered by the Falkirk THI project between 2013 and 2018 and results of the public perception survey.**

**EX92. Land Surplus to Operational Requirements – Vellore Road, Maddiston**

The Executive considered a report by the Director of Development Services which sought approval for the transfer of land at Vellore Road, Maddiston between the Council and a neighbouring landowner.

**Decision**

**The Executive agreed:-**

- (1) to declare the surplus land at Vellore Road, Maddiston as surplus to operational requirements;**
- (2) that the Director of Development Services shall be authorised to agree terms and conclude the transaction for the disposal of the surplus land to the neighbouring landowner subject to the neighbouring landowner obtaining any necessary planning permission or consent, and**
- (3) that the Director of Development Services shall be authorised to agree terms and conclude the transaction for the acquisition from the neighbouring landowner of the acquisition land.**

**EX93. Exclusion of Public**

The Executive agreed 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 2&6 of Part 1 of Schedule 7A of the said Act.

**EX94. Extract of Minute of Meeting of the Executive held on 16 October 2018 - agreed as a correct record.**