

MINUTE

‘A’ & ‘B’

Services Committee

Council Chamber, Town Hall, Lerwick

Thursday 7 October 2010 at 10 a.m.

Present:

L Angus	L Baisley
J Budge	A Cluness
A Cooper	A Doull
A Duncan	E Fullerton
F B Grains	I Hawkins
R Henderson	J Henry
A Hughson	W Manson
R Nickerson	F Robertson
G Robinson	J Simpson
C Smith	J Wills

Apologies:

C Miller A S Wishart
G Robinson (for lateness)

In Attendance:

H Sutherland, Executive Director of Education and Social Care
H Budge, Head of Schools
C Ferguson, Head of Community Care
S Morgan, Head of Children's Services
V Simpson, Service Manager – Housing and Property
N Watt, Sports and Leisure Services Manager
B Hill, Acting Divisional Manager - Legal
D Bell, Human Resources Manager
C Black, Contract Compliance Manager
B Crook, Community Work Manager
P Peterson, Policy Manager
A Williamson, Chief Social Work Officer
M Duncan, Grants Co-ordinator
J Thomason, Management Accountant
A Cogle, Service Manager – Administration
R Macleod, Committee Officer

Also in attendance:

J Johnston, Shetland Recreational Trust
A Clark, **sportscotland**

Chairperson

Mr L Angus, Chairperson of the Committee, presided.

Circular

The circular calling the meeting was held as read.

Declarations of Interest

Dr J Wills declared an interest in matters which may relate to the employment of his wife as an Education Officer.

Minutes

The minute of the meeting held on 2 September 2010, having been circulated, was confirmed.

Members Attendance at External Meetings

Mr A Hughson Vocational Education Conference, Glasgow – 30 September 2010

Mr A Duncan Association of Shetland Community Councils, Lerwick – 2 October 2010

Mrs E L Fullerton advised that she would distribute an email to Members detailing the topics discussed during a recent phone link with the Minister of Housing.

81/10 **Corporate Safeguarding Children Policy**

The Committee considered a report by the Chief Social Work Officer and the Human Resources Manager (Appendix 1).

The Chairperson informed the Committee that this report had secured Union support at the recent Employees Joint Consultative Committee meeting.

The Chief Social Work Officer commented that child protection is not solely the responsibility of Social Work staff and that all Council employees have a role to play. The Committee were also informed that a judgement would have to be made where contracts are being negotiated that may impinge on the welfare of a child or children.

Mr A J Cluness agreed that the safety of children is paramount and that in addition to the Council's responsibility, the general public also have a responsibility.

Mr W H Manson moved that the Committee approve the recommendations contained within the report. Mr A J Cluness seconded.

The Executive Director advised that paragraph 1.3 of Appendix A would require amending to reflect forthcoming legislation relating to the socio-economic background of children and families and the Committee agreed to delegate authority to the Executive Director to amend accordingly.

Mrs I J Hawkins expressed a word of caution regarding the onus on the voluntary sector. Mr A J Cluness responded by advising that the document had been developed in line with legislation, meaning that the Council must have in place procedures which aid compliance. Dr J Wills commented that Community Councils, who all receive public funding, would also have a duty to comply with these procedures.

Dr Wills expressed his thanks to staff for taking on board the comments received and for amending the terms of grant conditions in Appendix E, which has put the responsibility on the right people.

Mrs E L Fullerton drew the Committee's attention to paragraph 2.1 within the report and asked that Members bear in mind the importance of this provision when dealing with budget setting exercises.

In response to a question from Mrs F B Grains, the Chairperson confirmed that disclosure checks for all staff would not be necessary. The Human Resources Manager advised that for some staff the safeguarding of children is a critical aspect of their job, whilst for others it is not essential.

82/10

Highlands and Islands Regional Sporting Partnership

The Committee considered a report by the Sport and Leisure Services Manager (Appendix 2A).

The Sport and Leisure Services Manager welcomed Mr Alan Clark, Regional Sporting Partnership Manager, **sportscotland** to the meeting and advised that Members would be given the opportunity to ask questions following Mr Clark's presentation (attached as Appendix 2B).

Following the presentation, the Chairperson asked whether any priority would be given to sailing due to its popularity in the islands. Mr Clark advised that the priority sports for each individual area would be discussed by the Partnership in the near future.

In response to a query from Dr J Wills, Mr Clark confirmed that there would be no cost associated with signing up to the Partnership agreement. However, becoming a member of the Partnership would allow for additional funding to be applied for on behalf of the partners.

Mr J Henry enquired as to the impact of hosting the 2014 Commonwealth Games for budgets of other sporting activities outwith the central belt. Mr Clark assured the Committee that there would be no cuts in funding due to the Commonwealth Games being held in Glasgow in 2014.

In response to several queries regarding various popular sports within Shetland, Mr Clark confirmed that further discussions would be held to identify which additional sports should be given priority and in turn opportunities for additional funding.

Dr J W G Wills moved that the Committee approve the recommendations contained within the report. Mr A J Cluness seconded.

83/10

Procurement of Care and Support Services – Guidance Update

The Committee considered a report by the Head of Community Care (Appendix 3).

The Head of Community Care advised that there is no specific plan in place for the procurement of care and support services but a clear link to the Council's corporate plan can be made under the health and wellbeing objectives. The report contributes to the long-term care plan, working in collaboration with the third sector.

The Chairperson confirmed that Members' agreement to the standard template is required, with a revised template and schedule relating to each of the Service Level Agreements being presented at a future meeting. Members noted that COSLA has encouraged local authorities to enter into Service Level Agreements (SLA) or contracts with partners. The Head of Community Care confirmed that this is a key issue at a national level but that it must be delivered with the local context in mind.

Mr A G L Duncan referred to page 3 of Appendix A and commented that the funding given to the Shetland Golf Club could be saved by encouraging Club

Members to provide this funding. Dr J Wills stated his agreement with this suggestion.

Dr J Wills enquired as to the level of funding given to local heritage centres which rely heavily on volunteers. Similarly, Mr C L Smith drew attention to the relatively low funding level of the WRVS – Emergency Support Service. The Executive Director advised that the funding shown in Appendix A only relates to funding given by the Council. Additional funding for the local heritage centres and the WRVS – Emergency Support Services is provided by the Shetland Charitable Trust.

Mrs E L Fullerton moved that the Committee approve the recommendation contained within the report. Mr C L Smith seconded.

84/10

Re-open Papa Stour Primary School

The Committee considered a report by the Head of Schools (Appendix 4).

Mr F A Robertson commented that the re-opening of Papa Stour Primary School presented an opportunity to increase the population of the island and it was an encouraging position. As part of the proposal, a shared management system would be put in place which met with Members' approval.

Mr F A Robertson moved that the Committee approve the recommendation contained within the report. Mrs F B Grains seconded.

Mr W H Manson asked that as part of the proposals, the use of an existing clerical assistant from the Schools Service be considered. Mr Robertson, with the consent of his seconder, agreed to incorporate this into his motion.

85/10

Education and Social Care Revenue Management Accounts for the period 1 April 2010 to 31 August 2010 – General Ledger, Reserve Fund and Housing Revenue Account

The Committee noted a report by the Head of Finance (Appendix 5).

Dr J Wills stated his difficulty in understanding the overall financial position when positive and negative variances are used and asked that these be expressed as an underspend or overspend. However, the Management Accountant clarified that due to the profiling of the accounts a false overspend or underspend may appear which could give an inaccurate overall representation.

The Executive Director advised that good progress had been made by the Department towards the specific savings targets set by the Council as a contribution towards the overall Council savings target of £9.9m. Members noted that the budget is in line with projections and further savings may be identified. Referring to these savings, the Chairperson commented that the level of service was being affected.

Mrs E L Fullerton asked whether it was possible to identify which savings would be recurrent year-on-year and which were one-off savings for 2010/11. The Management Accountant confirmed that £200,000 of the Community Care savings would be recurrent. In addition, the Education Service have identified £20,000 of recurring savings.

The Head of Community Care informed the Committee that savings in staffing costs have not been as a result of a failure to recruit. Taking a flexible approach has

enabled Community Care services to be delivered at a lower cost. Additionally, there has been a good response to the recruitment adverts for the Social Care traineeship.

The Committee were informed that there would be a high number of school leavers in 2011 with high levels of care requirements and learning disabilities. The ability to utilise staff in a flexible manner will help to minimise the impact this will have on service provision.

In response to a query from Mrs E L Fullerton, the Head of Community Care confirmed that a report would be presented to a future meeting, detailing the recurring savings for the coming year.

Mr C L Smith questioned what level of spending was required for the implementation of Single Status. The Management Accountant advised that the total budget was approximately £5.4m.

(Mr G Robinson and Ms L F Baisley attended the meeting.)

86/10

Provision of Affordable Housing – Progress on Housing

The Committee noted a report by the Head of Housing (Appendix 6).

In reference to the Housing Support Grant (HSG), Mr A G L Duncan stated that he had been unable, so far, to secure the support of Alastair Carmichael, MP. However, he would continue to try to make contact.

Mr A G L Duncan drew Member's attention to paragraph 3.2.2 within the report and commented that work in the Brae area is progressing.

Members were informed that the Housing Need and Demand Assessment had been assessed as "robust and credible" by the Scottish Government and this would be discussed further at the next meeting of the Housing Strategy Steering Group.

In response to a query from Mr J Henry, the Chairperson confirmed that rents at the new Hoofields development would remain at an affordable rate.

Mr A J Cluness commented that it may be a good investment to use a portion of the Council's reserves to fund new build housing developments.

In reference to paragraph 4.2 within the report, Mr W H Manson highlighted the extra housing needed due to the oil related developments in the north mainland. Mrs E L Fullerton echoed Mr Manson's comments and added that the Housing Strategy would be debated at a future Council meeting. A short-life working group has been set up and one of the issues highlighted has been the need for decentralisation.

In response to a question from Dr J Wills regarding the number of houses required, the Service Manager – Housing and Property advised that this information was not available at the meeting.

Several Members expressed their desire to see progress made on the decision of locality of new build housing with Dr Wills echoing Mr A Cluness' comments regarding the use of reserves to fund progress. Mr A G L Duncan advised that the sub-group concerned with new build housing was moving forward.

Further discussion took place regarding the Council's commitment to decentralisation. However, Members highlighted the need to further employment in outlying areas in order to sustain new build housing developments.

87/10

Shetland South Vision

The Committee noted a report by the Community Work Manager (Appendix 7).

The Community Work Manager introduced the report and highlighted the successful piece of consultation that had taken place in the South mainland.

Mr R C Nickerson commented that the South Mainland Local Service Delivery Group (LSDG) provided a major example of community partnerships. Mr Nickerson thanked his fellow Ward Members, the Southend Community Work Office and Council Officers who had helped to collate this information.

Mr J Budge commented that this report highlights the difference between the work of the LSDG and that of the Community Councils in the area, and also highlights the benefits that can result from the formation of a LSDG. However, Dr Wills questioned why the local Community Councils were not able to do the work of the LSDG.

Following clarification that paragraph 6.2.2 within the report should refer to a "plastic bag free zone", Dr Wills stated that this would be beneficial for the whole of Shetland.

Ms L F Baisley, explained why the north isles LSDG did not experience the success levels of the south mainland LSDG, stating that there are several other groups in the north isles area which cover the functions of a LSDG. Ms Baisley went on to say that not one size fits all, making the diversity of the Shetland community apparent.

Some Members expressed concerns regarding the lack of privacy for patients at the Fair Isle Surgery, a matter highlighted in the report. Mr A J Cluness agreed to convey the issues raised to NHS Shetland.

88/10

Community Health and Care Partnership (CHCP) Update Report

The Committee noted a report by the Head of Community Care (Appendix 8).

In introducing the report, the Chairperson highlighted the information at paragraph 4.3 and commented on the important work that had been carried out in order to achieve these figures.

The Head of Community Care advised that the Montfield Support Services official opening to be attended by Nicola Sturgeon, MSP would not be possible. An alternative official opening will be scheduled for a later date and Members will be invited to attend.

Members were informed that the main reference document presented along with the report, has been updated, with the updates attached for information. Echoing the Chairperson's comments, the Head of Community Care added that good progress has been made in relation to several critical progress targets, including sheltered housing, the Uyeasound Extra Care Housing project, the lean project and Telecare services.

Mr C L Smith highlighted this was a good news story for the Council. Mr Smith advised that the Interim Placement Review Group, which is now disbanded, had been optimistic in its objectives but were pleased to see the results occur. The Committee were informed of the good partnership working that had resulted from the establishment of the Interim Placement Review Group. Mr Smith expressed his sincere thanks to the staff involved in this project.

Dr Wills stated that it was good to see the clear benefits of co-operation between the Council and NHS Shetland. Dr Wills continued by saying that the Board of the NHS should be elected by democratic means. Mrs I Hawkins agreed that this would be beneficial.

In reference to paragraph 4.3 and in particular to the elimination of the OT waiting list, Mrs I Hawkins commended the work carried out but asked for it to be maintained. Mrs E L Fullerton acknowledged that additional resources had been allocated to the Social Care and Community Care Services enabling these results.

On the proposal of Mrs E L Fullerton, the Committee agreed to include the Housing Spokesperson on the membership of the Local Partnership Finance Team.

In response to a query from Mr R C Nickerson, the Head of Community Care confirmed that care home developments, such as Isleshavn and Viewforth are included in the Capital Programme.

89/10 **Young Carer's Progress Report**

The Committee noted a report by the Head of Children's Services (Appendix 9).

90/10 **Shetland College/Train Shetland Board of Management – Minutes of Meetings held on 23 June 2010 and 22 September 2010**

On the motion of Mr A J Hughson, the Committee noted the Minutes of the Shetland College/Train Shetland Board of Management meetings held on 23 June 2010 and 22 September 2010, attached as Appendix 10. Mr R C Nickerson seconded and advised of an amendment to item 35/10 where the Shetland employees of the Centre for Nordic Studies would be invited, along with Ms Heddle, to attend a future meeting.

The meeting concluded at 11.45 p.m.

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L Angus
Chairperson