

# THE POLICY & RESOURCES COMMITTEE

TUESDAY 31 JANUARY 2012

**NOTICE IS HEREBY GIVEN** that a Meeting of **THE POLICY & RESOURCES COMMITTEE** is to be held within the Council Chambers, Council Office, High Street, Elgin on TUESDAY 31 JANUARY 2012, at 9.30am

## BUSINESS

1. [Sederunt](#)
2. Declaration of Group Decisions and Members Interests\*
3. Resolution

Consider, and if so decide, adopt the following resolution:-

"That under Section 50A(4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the meeting for Items 21-23 of business on the grounds that they involve the likely disclosure of exempt information of the class described in the relevant Paragraphs of Part 1 of Schedule 7A of the Act", as shown against each Item.

4. Written Questions\*\*

Consider any written questions on matters relating to the Council Budget, Modernising Government, Integrated and Shared Services, Public Performance Reporting and Communications, Service Standards, Procurement and Budget Monitoring.

- 4(a) [Notice of Motion by Councillor Leadbitter and Councillor Shand](#)

### **STRATEGY/POLICY MATTERS**

5. [Community Engagement Scheme Appendix](#) – Report by Acting Chief Executive
6. [Revenue and Benefits System](#) – Report by Corporate Director (Corporate Services)
7. [Business – Gateway, Service Level Agreement](#) – Report by Corporate Director (Environmental Services)
8. [Review of Health & Work Policy Appendix A](#) – Report by Corporate Director (Corporate Services)

9. [Storage for Closed Paper Records](#) – Report by Corporate Director (Corporate Services)
- 9(a) [Grant Lodge](#) – Report by Corporate Director (Environmental Services)
- 9(b) [Elgin Heritage Trail: Castle to Cathedral to Cashmere](#) – Report by Corporate Director (Environmental Services)
- 9(c) [Visitor Information: Elgin](#) – Report by Corporate Director (Environmental Services)
- 9(d) [Reshaping Care for Older People – Change Fund Application for 2012/13 Appendix 1 Appendix 2](#) – Report by Corporate Director (Education and Social Care).
- 9(e) [Olympic Torch Relay Event Appendix](#) – Report by Acting Chief Executive

## **PERFORMANCE**

10. [Capital Plan 2011/12 Monitoring to 31 December 2011 Appendix 1](#) – Report by Corporate Director (Corporate Services)
11. [Revenue Budget Monitoring to 31 December 2011 Appendix 1 Appendix 2 Appendix 3 Appendix 4](#) - Report by Corporate Director (Corporate Services)
12. [Audit Scotland's Report on Housing and Council Tax Benefit for Moray Council Appendix 1 Appendix 2](#) – Report by Corporate Director (Corporate Services)
13. [Designing Better Services Programme Phase 3 \(Implementation\): Programme Progress Up Date Appendix 1 Appendix 2](#) – Report by Corporate Director (Corporate Services)
14. [Performance Analysis – Quarter 2, - July to September 2011](#) – Report by Acting Chief Executive
15. [Single Outcome Agreement – Quarter 2 Monitoring Statements Appendix](#) – Report by Acting Chief Executive
16. [Complaints Procedure – Monitoring Report 2011/12 Appendix](#) – Report by Acting Chief Executive

## **OTHER MATTERS**

17. [Cullen Town Hall Users Group](#) – Report by Corporate Director (Education and Social Care)
18. [Cullen Common Good Fund – Application for Financial Assistance from Cullen and Deskford Church of Scotland](#) – Report by Corporate Director (Corporate Services)

19. [Queen's Diamond Jubilee Weekend Appendix 1 Appendix 2 Appendix 3 Appendix 4](#) – Report by Corporate Director (Corporate Services)
20. Question Time\*\*\*

Consider any oral questions on matters relating to the Council Budget, Modernising Government, Integrated and Shared Services, Public Performance Reporting and Communications, Service Standards, Procurement and Budget Monitoring.

### **Items which the Committee may wish to consider with the Press and Public excluded**

#### **STRATEGY / POLICY**

21. [Council House New Build Phase 3 – Report on Tenders](#) – Report by Corporate Director (Environmental Services) (Paras 8&9)
- 21(a) [Letting at Millbuies Fishery, Millbuies Country Park, Near Elgin](#) – Report by Corporate Director (Environmental Services) (Para 6)

#### **OTHER MATTERS**

22. [Forres \(Burn of Mosset\) Flood Prevention Scheme – Compensation Claim, Speymalt Whisky Distributors Limited](#) – Report by Corporate Director (Environmental Services) (Para 9)
23. [Voluntary Severance Scheme – Printing Assistants \(Corporate Services\)](#) – Report by Corporate Director (Corporate Services) (Para 1)

NB	Para 1	Information relating to staffing matters.
	Para 8	Information on the amount of any expenditure proposed to be incurred by the Authority.
	Para 9	Information on terms proposed or to be proposed by or to the Authority.
	Para 6	Information relating to the financial or business affairs of any particular person(s) or organisation

### **Summary of Committee Functions**

To regulate, manage and monitor the finances of the Council both capital and revenue; to deal with staffing policies and practices other than for teaching staff; to deal with equal opportunities policies and practices; to deal with procurement policies and priorities; to deal with all matters relating to the Council's duty to initiate, maintain and facilitate Community Planning; to ensure that the organisation, administrative and management processes of the Council are designed to make the most effective contribution to achieving the Council's objectives; to provide all central support services; to exercise the functions of the Council in connection with the Registration of Births, Deaths and Marriages; to deal with valuation and electoral registration matters

A full description of the delegated functions of the Policy and Resources Committee can be found in The Moray Council Administrative Scheme.