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19 February 2024

**Members of the
Finance and Resources Committee**

Chief Executive's Office

Archie Aitken
Chief Officer (Legal & Democratic)
Civic Centre, Windmillhill Street,
Motherwell ML1 1AB
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Notice is given that a Meeting of the **Finance and Resources Committee** is to be held in the Council Chamber, Civic Centre, Windmillhill Street, Motherwell, ML1 1AB on Wednesday, 28 February 2024 at 10:00 AM which you are requested to attend.

The agenda of business is attached.

Archie Aitken
Chief Officer (Legal & Democratic)

Members :

T Fisher, A Duffy-Lawson, C Barclay, A Beveridge, M Boyd, G Brennan, A Bustard, A Campbell, T Carragher, C Costello, S Coyle, D Crichton, G Currie, K Duffy, H Dunbar, J Hume, L Jarvie, D Johnston, T Johnston, J Jones, P Kelly, K Larson, G Lennon, J Logue, H Loughran, F MacGregor, A Masterton, P McDade, R McKendrick, J McLaren, M McPake, L Nolan, P Patton, L Roarty, D Robb, G Robinson, R Sullivan, A Thomas, S Watson, G Woods.



Agenda

- 1 **Declarations of Interest In Terms of the Ethical Standards In Public Life Etc. (Scotland) Act 2000**

Operational

- 2 **Taxi Licensing – Taxi Fares Review** 9 - 16
Submit report by the Chief Officer (Legal and Democratic) seeking approval for proposed taxi fare increases and that new fare cards be issued before 1 May 2024.
- 3 **Refreshed Hybrid Working Scheme** 17 - 46
Submit report by the Chief Officer (People Resources) providing an overview of the refreshed Hybrid Working Scheme that is proposed to come into force on 1 April 2024.
- 4 **Connectivity Framework - Operational Review** 47 - 58
Submit report by the Chief Officer (Business and Digital) providing an update on the implementation and operational status of the Connectivity Framework approved by committee in December 2021, and the performance of the approved provider.
- 5 **Employment Law Update** 59 - 68
Submit report by the Chief Officer (People Resources) providing an update on legislative changes that have been agreed for implementation in 2024, and beyond, some of which will impact on current employment policies and procedures.

Financial

- 6 **Revenue Monitoring Report Council Summary 1 April to 8 December 2023** 69 - 80
Submit report by the Chief Officer (Finance) providing an update on the overall position for the General Fund Account, Housing Revenue Account and Adult Health and Social Care, for the financial year to 31 March 2024, and consolidating the budget monitoring position of all Services, highlighting and explaining major variances as per the Council's approved Financial Regulations.

7	Capital Programme 2023-24 Monitoring Report Submit report by the Chief Officer (Finance) providing an update on the 2023/24 resources and expenditure for the Council's Strategic Capital Investment Programme, and showing the 2023/24 projected outturn position and the resultant variances.	81 - 92
8	Revenue Budget Monitoring Report; Chief Executive's Service 1 April 2023 to 5 January 2024 (Period 10) Submit report by the Chief Officer (Finance) providing a summary of the Chief Executive's Service financial performance for the Period 1 April to 8 December 2023 (Period 9), illustrating the provisional outturn as at 31 March 2024, with major outturn variances highlighted and explained as per the Council's approved Financial Regulations.	93 - 104
9	Chief Executive Service – Capital Monitoring Report 1 April 2023 to 5 January 2024 (Period 10) Submit report by the Chief Officer (Finance) highlighting the financial performance and projected outturn of the 2023/24 Chief Executive's capital programme for the period ended 8 December 2023 (Period 10).	105 - 112
10	Review of 2023-24 to 2025-26 Budget Savings Submit report by the Chief Officer (Finance) providing an update on the achievement of the three-year financial savings total which was approved as part of the 2023/24 budget setting process.	113 - 120
11	Council Tax – Second Homes Submit report by the Chief Officer (Finance) outlining the change in policy to be implemented from 1 April 2024 following the approval, by the Scottish Parliament, of new regulations allowing local authorities to charge up to double the full rate of Council Tax on second homes.	121 - 126
12	Treasury Management Monitoring Report for Quarter Ended 31 December 2023 Submit report by the Chief Officer (Finance) informing on the quarterly Treasury Management activity for the period 1 July to 31 December 2023 and compliance with the mandatory treasury and prudential indicators.	127 - 142

13	Treasury Management Strategy 2024-25 Treasury Management and Prudential Indicators 2024-25 to 2028-29 Submit report by the Chief Officer (Finance) outlining the Treasury Management Strategy for 2024/2025 in accordance with the CIPFA Code of Practice on Treasury Management and reporting on the treasury and prudential indicators as required by the above code and the CIPFA Prudential Code for Capital Finance in Local Authorities.	143 - 188
14	Revenues and Benefits Update Submit report by the Chief Officer (Finance) providing an update on the performance within the Revenues and Benefits functions of Finance as at 31 December 2023.	189 - 196
15	Local Taxation Debt Write-Off 2023-24 Submit report by the Chief Officer (Finance) presenting the summary of outstanding local taxation accounts which are deemed uncollectible following all attempts at recovery.	197 - 202
	Remit	
16	Remit from Housing Committee held on 14 February 2024 - Former Tenant Arrears Write Off to 31 March 2022 Submit report by the Chief Officer (Housing Management) presenting to the Housing Committee a summary of outstanding Housing Rent debts which are deemed uncollectable following all attempts at recovery by the Housing Rents and Court teams, or, are considered uneconomically viable to continue pursuing, and is remitted to the Finance and Resources Committee for formal approval.	203 - 208
17	Remit from Audit and Scrutiny Panel held 26 February 2024 - Accounts Commission Local Government Financial Bulletin 2022-23 Submit report by the Chief Officer (Audit and Risk) submitting a copy of the Accounts Commission's Financial Bulletin 2022/23 for Local Government in Scotland in 2022/23, and which the Audit and Scrutiny Panel has remitted to this Committee for its information.	209 - 248

Procurement

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| 18 | Procurement Strategy 2024-25
Submit report by the Chief Officer (Assets and Procurement) outlining the evolution of the Procurement Strategy with refinements to produce the new "Procurement Strategy 2024/25" to cover the period 1 April 2024 to 31 March 2025. | 249 - 276 |
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Performance

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| 19 | Strategic Performance Framework - latest performance results for Business and Digital
Submit report by the Chief Officer (Business and Digital) providing an update of the latest results for the suite of performance indicators used by Business and Digital to inform service delivery and underpin operational decisions. | 277 - 288 |
| 20 | Strategic Performance Framework - latest performance results for Finance
Submit report by the Chief Officer (Finance) which has been prepared in line with the Council's Strategic Performance Framework and enables progress against strategic priorities and day to day operations to be regularly reported to service committees to support Elected Members in their role of monitoring and scrutinising service performance. | 289 - 300 |
| 21 | Senior Information Risk Owner (SIRO) – Information Governance – Assurance and Performance Report April 2022 to November 2023
Submit report by the Chief Officer (Business and Digital) providing assurances that information risks are being effectively managed to ultimately enable the Council to comply with legislative requirements and good practice. | 301 - 332 |

Contracts

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| 22 | Contract Award for Audio Visual Panels
Submit report by the Chief Officer (Business and Digital) seeking approval for the award of a contract for Audio Visual Panels. | 333 - 342 |
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23 **Contract Award for Mobile Voice and Data Services Inclusive of Hardware** 343 - 352

Submit report by the Chief Officer (Business and Digital) seeking approval for the award of a contract for Mobile Voice and Data Services inclusive of Hardware.

24 **Contract Award for Unified Communications Solution** 353 - 362

Submit report by the Chief Officer (Business and Digital) discussing the background to, and requirements for, change of the Council's unified communications strategy and solutions and seeking approval for the award of an Agreement.

25 **Contracts Awarded Below Committee Approval Threshold** 363 - 366

Submit report by the Chief Officer (Assets and Procurement) presenting details of contracts awarded since the last committee which are below the threshold requiring committee approval.

EXCLUSION OF PUBLIC

The Sub-Committee is asked to consider passing the following resolution: "That under Section 50A(4) of the Local Government (Scotland) Act 1973, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 9 of Part 1 of Schedule 7A of the Act".

Property

26 **Option and Lease of Land at Morningside Roundabout, Newmains**

Submit report by the Chief Officer (Assets and Procurement) seeking consent to grant an option to lease, and approval of the terms of the lease, for an area of land at Morningside Roundabout, Newmains.

27 **Transforming Places Lease of Land Under the West Coast Mainline Railway, Motherwell**

Submit report by the Chief Officer (Assets and Procurement) seeking consent to lease an area of land under the West Coast Mainline Railway from Network Rail as part of the Glasgow City Region City Deal Ravenscraig Access Infrastructure Project.

- 28 **Pathfinder Acquisition – 18 Units at Calder Gardens, Carnbroe ML5 4UF**
Submit report by the Chief Officer (Assets and Procurement) seeking consent to acquire 18 three bed homes at Calder Gardens, Carnbroe to support the Council's new supply housing programme.
- 29 **Specification Costs – Lorne Place, Coatbridge ML5 4FS**
Submit report by the Chief Officer (Assets and Procurement) acknowledging the additional specification costs for 24 residential properties at Lorne Place, Coatbridge as requested by New Supply to support the Council's new housing specification requirements.