



**Clackmannanshire
Council**

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**THIS PAPER RELATES TO
ITEM 04(iii)
ON THE AGENDA**

MINUTES OF MEEETING of the RESOURCES AND AUDIT COMMITTEE held within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on THURSDAY 21 APRIL 2016 at 10.00 am.

PRESENT

Councillor Archie Drummond, Convenor (In the Chair)
Councillor Bobby McGill, Vice Convenor
Councillor Donald Balsillie
Councillor Kenneth Earle (S)
Councillor Craig Holden
Councillor Kathleen Martin (S)
Councillor Les Sharp
Councillor Graham Watt

IN ATTENDANCE

Nikki Bridle, Depute Chief Executive
Stuart Crickmar, Head of Strategy and Customer Services
Ahsan Khan, Head of Housing and Community Safety
Iain Burns, Internal Audit and Fraud Team Leader
Kevin Kelman, Assistant Head of Education
Lindsay Sim, Chief Accountant
Chris Sutton, Service Manager, Social Services
Nicola Woods, Head Teacher, St Mungo's Primary School
Andrew Wyse, Acting Legal Services Manager (Clerk to the Committee)

Ms Kirsty Stanners, External Auditor, Deloitte (Items 1-8)

Before the start of business, the Convenor welcomed Ms Kirsty Stanners, Deloitte, to her first meeting of Clackmannanshire Council's Resources and Audit Committee.

RA(16)01 APOLOGIES

Apologies for absence were received from Councillor Janet Cadenhead and Councillor Jim Stalker. Councillor Kenneth Earle attended as substitute for Councillor Cadenhead and Councillor Kathleen Martin attended as substitute for Councillor Stalker.

RA(16)02 DECLARATIONS OF INTEREST

None.

RA(16)03 MINUTES OF MEETING: RESOURCES AND AUDIT COMMITTEE 25 FEBRUARY 2016

The minutes of the meeting of the Resources and Audit Committee held on Thursday 25 February 2016 were submitted for approval.

Decision

The minutes of the meeting of the Resources and Audit Committee held on Thursday 25 February 2016 were agreed as a correct record and signed by the Convenor.

**RA(16)04 FURTHER INSPECTION OF ST MUNGO'S RC PRIMARY SCHOOL
PUBLICATION OF EDUCATION SCOTLAND'S REPORT**

A report was submitted by the Head of Education which reported to Committee the outcome of the recently published report by Education Scotland on their further inspection of St Mungo's RC Primary School.

Motion

That Committee agrees to note the outcome of the Education Scotland Further Inspection of St Mungo's RC Primary School.

Moved by Councillor Archie Drummond. Seconded by Councillor Kenneth Earle.

Amendment

Insert at 2.1

- 2.2 Committee wishes to congratulate all concerned, teachers, parents, children and educational staff on areas of progress.

We welcome a further inspection.

Moved by Councillor Bobby McGill. Seconded by Councillor Graham Watt.

Decision

The motion as amended was agreed without division.

Accordingly, the Committee agreed to :

- 2.1 Note the outcome of the Education Scotland Further Inspection of St Mungo's RC Primary School.
- 2.2 Congratulate all concerned, teachers, parents, children and educational staff on areas of progress.
- 2.3 Welcome a further inspection.

Action

Head of Education

RA(16)05 INTERNAL AUDIT AND FRAUD PROGRESS REPORT

A report was submitted by the Head of Resources and Governance which provided an update on work completed from the Internal Audit and Fraud Annual Plan 2015/16 which was recommended to full Council for approval by the Resources and Audit Committee on 26 February 2015. The report similarly provided an update on work completed from the Internal Audit and Fraud Annual Plan 2016/17 which was recommended to full Council for approval by the Resources and Audit Committee on 25 February 2016.

The report also provided an update on the progress of implementation of recommendations by officers from previous Internal Audit Reports.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Les Sharp.

Decision

Having commented on and challenged the report, the Committee agreed to note the progress made on the Internal Audit and Fraud annual Plans 2015/16 and 2016/17.

RA(16)06 COUNCIL FINANCIAL PERFORMANCE 2015/16

A report was submitted by the Chief Accountant which provided an update on the financial performance of the Council to date in respect of both revenue and capital spend for the current financial year 2015/16. Projected outturns up to March 2016 were set out in the report.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Donald Balsillie.

Decision

Having commented on and challenged the report, the Committee agreed to note:

- (1) The forecast general fund revenue underspend for the year of £1.849m
- (2) Progress on delivering 75% of the planned savings in the year.
- (3) The favourable outturn of £0.369m forecast on the Housing Revenue Account.
- (4) The underspend in General Services capital of £3.664m of which £0.661m are savings in delivery of programme with remainder carried forward to 2016/17
- (5) The underspend on HRA capital of £5.821m of which £3.198m are savings in delivery of programme with the remainder carried forward to 2016/17.

RA(16)07 ANNUAL REPORT 2015/16: FUNDING TO VOLUNTARY ORGANISATIONS

A report was submitted by the Head of Strategy and Customer Services which provided Committee with an overview of funding disbursed to voluntary organisations during 2015/16.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Les Sharp.

Decision

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

Councillor Craig Holden asked that his thanks to the voluntary organisations for the work that they do be recorded.

RA(16)08 SOCIAL SERVICES SCRUTINY REVIEW: PROPOSED SCOPE

A report was submitted by the Head of Strategy and Customer Services which indicated that on 28 January 2016 the Housing Health and Care Committee had requested that the Resources and Audit Committee undertakes a scrutiny review of the circumstances impacting on the Social Services budget position and report its findings to Council. The purpose of the report was for the Resources and Audit Committee to agree the scope and resources for that review.

Motion

That Committee agrees :

- (1) the scope and approach set out in respect of the planned Scrutiny Review of Social Services.
- (2) to note that a provisional budget allocation of £10k has been identified from within existing resources to facilitate access to external specialist advice should it be required.
- (3) to a progress report being reported to Committee in June and October 2016.
- (4) to note that the findings of the review will be reported to Council in December 2016.

Moved by Councillor Archie Drummond. Seconded by Councillor Les Sharp.

Amendment

Under recommendations at 2.1 remove all that is 2.1.1, 2.1.2, 2.1.3 and 2.1.4 and replace with:

- 2.1.1 Agrees the scope set out in respect of the planned Scrutiny Review of Social Services.
- 2.1.2 The Resources and Audit Committee agrees to convene as a Scrutiny Panel to conduct a review of the circumstances impacting on the Social Services budget position and report its findings to Council.
- 2.1.3 Agrees a member of the Resources and Audit Committee leads this Scrutiny Panel and a suitably qualified named Senior Officer be appointed to provide the support, project management and be the main contact with other officers involved in the scrutiny review.
- 2.1.4 Notes that a provisional budget allocation of £10k has been identified from within existing sources to facilitate access to external specialist advice should it be required.

Insert at 2.1.4

- 2.1.5 Agrees to a progress report being reported to Council in August 2016.
- 2.1.6 Notes that the findings of the review will be reported to Council in December 2016.
- 2.1.7 Agrees to set a date and time for the first meeting of the Scrutiny Panel.

3.8 Resources

- 3.8 The Scrutiny Panel will be supported by a team of Senior Officers sponsored by the Depute Chief Executive. The core support will, amongst others, as required include representation from Internal Audit, Finance, Strategy and Social Services. Other specialist advice and support will be available as appropriate.

3.12 Reporting

- 3.12 Progress will be reported to the August meeting of Council.

Moved by Councillor Bobby McGill. Seconded by Councillor Craig Holden.

Decision

After discussion, the Committee agreed without division the motion as amended in the following terms:

Under recommendations at 2.1 remove all that is 2.1.1, 2.1.2, 2.1.3 and 2.1.4 and replace with:

- 2.1.1 Agrees the scope set out in respect of the planned Scrutiny Review of Social Services.
- 2.1.2 The Resources and Audit Committee agrees to conduct a review of the circumstances impacting on the Social Services budget position and report its findings to Council.
- 2.1.3 Agrees a member of the Resources and Audit Committee convenes these meetings and a suitably qualified named Senior Officer be the main contact with other officers involved in the scrutiny review.
- 2.1.4 Notes that a provisional budget allocation of £10k has been identified from within existing sources to facilitate access to external specialist advice should it be required.

Insert at 2.1.4

- 2.1.5 Agrees to a progress report being reported to Council in August and October 2016.
- 2.1.6 Notes that the findings of the review will be reported to Council in December 2016.
- 2.1.7 Agrees to set a date and time for the first meeting.

3.8 Resources

- 3.8 The Resources and Audit Committee will be supported by a team of Senior Officers sponsored by the Depute Chief Executive. The core support will, amongst others, as required include representation from Internal Audit, Finance, Strategy and Social Services. Other specialist advice and support will be available as appropriate.

3.12 Reporting

- 3.12 Progress will be reported to the August and October 2016 meetings of Council.

Action

Depute Chief Executive

RA(16)09

**GOVERNANCE IMPROVEMENT PLAN 2015/16 RESOURCES AND
GOVERNANCE/STRATEGY AND CUSTOMER SERVICES**

A report was submitted by the Head of Resources and Governance and the Head of Strategy and Customer Services which provided the Committee with an update on governance improvements in Resources and Governance and Strategy and Customer Services since the Annual Governance Statement (AGS) challenge process that took place in May 2015.

In October 2012, members of the Resources and Audit Committee requested that all services present their Governance Improvement Plan to the relevant service committee to provide assurance that improvements were being taken forward.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Kenneth Earle.

Decision

Having commented on and challenged the report, the Committee agreed to note the information set out in the report.

Ends 1235 hrs