



MINUTES OF MEETING of the RESOURCES AND AUDIT COMMITTEE held within the Council Chamber, Patons Building, Kilncraigs, ALLOA, FK10 1EB, on THURSDAY 25 FEBRUARY 2016 at 10.00 am.

PRESENT

Councillor Archie Drummond, Convenor (In the Chair)
Councillor Janet Cadenhead
Councillor Craig Holden
Councillor Bobby McGill
Councillor Jim Stalker
Councillor Graham Watt

IN ATTENDANCE

Nikki Bridle, Depute Chief Executive
Stephen Coulter, Head of Resources and Governance
Stuart Crickmar, Head of Strategy and Customer Services
Liam Purdie, Assistant Head of Social Services (Childcare)
Derek Barr, Procurement Manager
Michael Boyle, Education Business Support Manager
Brian Forbes, Customer Services Manager
Elizabeth Hutcheon, Team Manager, Revenues
Iain Burns, Team Leader, Internal Audit
Cherie-Ann Jarvie, Team Leader, Strategy and Performance
Judith Richardson, Performance and Information Adviser
Stuart McQueen, Legal Services (Clerk to the Committee)
Gillian White, Business Support to the Committee
Jim Boyle, Deloitte LLP
Carolyn Watt, Deloitte LLP (Check name)

RA.198 APOLOGIES

Apologies for absence were received from Councillor Donald Balsillie and Councillor Les Sharp.

RA.199 DECLARATIONS OF INTEREST

None.

**RA.200 MINUTES OF MEETING: RESOURCES AND AUDIT COMMITTEE
3 DECEMBER 2015**

The minutes of the meeting of the Resources and Audit Committee held on Thursday 3 December 2015 were submitted for approval.

Decision

The minutes of the meeting of the Resources and Audit Committee held on Thursday 3 December 2015 were agreed as a correct record and signed by the Convenor.

RA.201 EXTERNAL AUDIT: PLANNING REPORT 2016/17

The report, submitted by the Depute Chief Executive, set out the planned audit activity during 2016/17 in respect of the audit of the financial year 2015/16.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Janet Cadenhead.

Decision

Having discussed the report, the Committee agreed to note the proposed external audit plan for financial year 2016/17.

RA.202 CLACKMANNANSHIRE COUNCIL INTERNAL AUDIT AND FRAUD ANNUAL PLAN 2016/17

The report, submitted by the Internal Audit and Fraud Team Leader, presented the Internal Audit and Fraud Annual Plan 2016/17.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

The Committee agreed the Internal Audit and Fraud Annual Plan 2016/17 as set out in Appendix A of the report, subject to it being submitted to Council for approval.

The Committee requested that an allocation of time from the Internal Audit contingency is added to the Internal Audit and Fraud Annual Plan for 2016/17 to support the Resources and Audit Committee scrutiny review of social work.

Action

Internal Audit and Fraud Team Leader

RA.203 INTERNAL AUDIT AND FRAUD PROGRESS REPORT

The report, submitted by the Internal Audit and Fraud Team Leader, provided an update on work completed from the Internal Audit and Fraud Annual Plan 2015/16. The report also provided an update on the progress of implementation of recommendations to 31 December 2015 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 Bobby McGill.

Decision

Having commented on and challenged the report, the Committee agreed to note the progress made on the Internal Audit and Fraud Annual Plan 2015/16.

RA.204 COUNCIL FINANCIAL PERFORMANCE 2015/16

A report was submitted by the Acting 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 also set out in the report.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

The Committee agreed to:

1. Note the forecast general fund revenue underspend for the year of £1.282m including £150k agreed at December Council to be transferred to the Executive Team budget for Education restructure;
2. Note progress on delivering 74% of the planned savings in the year;
3. Note the favourable outturn of £313k forecast on the Housing Revenue Account;
4. Endorse appropriate authority being sought from Council for the Social Work overspend in 2015/16 in line with Financial Regulation 4.4;
5. Endorse the utilisation of the full amount of Tranche 2 DWP DHP funding and recommend to Council, authorisation of expenditure of up to £156k for the mitigation of welfare reform in line with Financial Regulations and the Council's current DHP policy,
6. Note the underspend in General Services capital of £2.581m of which £0.489m are savings in delivery of programme with remainder carried forward to 2016/17; and
7. Note the underspend on HRA capital of £2.296m of which £1.311m are savings in delivery of programme with the remainder carried forward to 2016/17.

Action

Acting Chief Accountant

RA.205 RESOURCES AND AUDIT IMPROVEMENT PLAN

The report, submitted by the Head of Resources and Governance, provided an update on the Committee's improvement which focuses on the scrutiny aspects of Committee remits.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

Having commented on and challenged the report, the Committee agreed to note the information set out in the report. The Committee also agreed that a scrutiny improvement and development workshop should be arranged by June 2016 for all elected members.

Action

Head of Resources and Governance

RA.206 RESOURCES AND AUDIT FORWARD PLAN

The report, submitted by the Head of Strategy and Customer Services, presented a forward plan for the Resources and Audit Committee for the year 1 April 2016 to 31 March 2017.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Craig Holden.

Decision

The Committee agreed the forward plan for 2016/17 as set out in Appendix 1 to the report, subject to it being approved by Council.

The Committee requested that a report be brought to the Resources and Audit Committee via service committees to update them on plans and progress with the transition from shared Education and Social Services.

Action

Head of Strategy and Customer Services

RA.207 LOCAL GOVERNMENT BENCHMARKING FRAMEWORK 2014/15

The report, submitted by the Head of Strategy and Customer Services, presented performance information from the Local Government Benchmarking Framework, focusing on Clackmannanshire Council's performance in the 2014/15 financial year, in relation to other Scottish local authorities. Appendix A contained detailed and summarised information on Clackmannanshire Council's performance with references to national trends.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

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

The Committee requested that the Local Government Benchmarking Framework 2014/15 report is also referred to each of the Service Committees to inform their future Service Plans.

Action

Head of Strategy and Customer Services

The Clerk reminded members that for future meetings, under the terms of Standing Order 13.4, any motion proposing to alter a report will require to be dealt with as an amendment.

RA.208 PROCUREMENT UPDATE REPORT

The report, submitted by the Head of Resources and Governance, updated the Committee on key procurement activity and statistical performance during the Financial Year 2014/15 and provided an update on the Procurement Capability Assessment in 2015.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

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

RA.209 STRATEGY AND CUSTOMER SERVICES PERFORMANCE REPORT,3RD QUARTER 2015/16

A report which updated the Committee on the performance and finance position for Strategy and Customer Services for the 3rd Quarter 2015/16 was submitted by the Head of Strategy and Customer Services.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

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

**RA.210 RESOURCES AND GOVERNANCE FINANCE AND PERFORMANCE Q3 1
OCTOBER 2015 - 31 DECEMBER 2015**

A report which advised the Committee of Resources and Governance performance for the 3rd quarter of 2015/16 was submitted by the Head of Resources and Governance. The report highlighted service activity, achievements and performance between 1 October and 31 December 2015 and identified future challenges, opportunities and risks.

The report also included financial performance with the aim of providing a complete overview of performance for quarter three.

Motion

That Committee agrees the recommendations set out in the report.

Moved by Councillor Archie Drummond. Seconded by Councillor Bobby McGill.

Decision

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

Ends 1222 hrs