

**MINUTE OF MEETING of the  
SCRUTINY COMMITTEE held within the  
Council Chamber, Greenfield, Alloa, on  
THURSDAY 9<sup>th</sup> October 2008**

**PRESENT**

Councillor Donald Balsillie (Convener)  
Councillor Gary Womersley (Vice Convener)  
Councillor John Biggam  
Councillor Craig Holden  
Councillor Harry McLaren  
Councillor Tina Murphy (S)

**IN ATTENDANCE**

Jeni Graham, Director of Corporate  
Development Services  
Stephen Bell, Head of Development Services  
Barry Dickson, Head of Business Improvement and  
Technology Services  
Jim Goodall, Head of Education  
Brian Hutchison, Head of Human Resources  
Jim Burke, Senior Manager, Services to  
People  
Martin Dunsmore, Accounting and Budgeting  
Manager, Corporate Development Services  
Lawrence Hunter, Services Manager, Policy,  
Planning and Performance, Services to People  
Brian Jeffrey, Revenue Services Manager,  
Corporate Development Services  
Rod Richardson, Principal Administration  
Officer, Administration and Legal Services  
(Clerk to the Committee)

**SC(08)101 APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were received from Provost Stewart, Councillor Campbell and Councillor English.

Councillor Murphy attended as substitute for Councillor English.

**SC(08)102 DECLARATIONS OF INTERESTS**

There were no declarations of interest.

#### **SC(08)103     MINUTE OF MEETING HELD ON 28 AUGUST 2008**

There was submitted a minute of the meeting held on Thursday 28 August 2008, a copy of which had been circulated previously to each Member.

Moved by Councillor Womersley. Seconded by Councillor McLaren.

The minute of the meeting held on Thursday 28 August 2008 was agreed as a correct record and signed by the Convener.

#### **SC(08)104     SCRUTINY COMMITTEE LIST OF ONGOING ACTIONS**

There was submitted a list of Scrutiny Committee ongoing actions from 01/01/08 to 31/12/08, a copy of which had been circulated previously to each Member.

**SID: 1945** (Interim Management Report from External Audit) - report to be submitted to the Scrutiny Committee of 20/11/08.

**SID: 2087** (Statutory Performance Indicators 2007/08) - next Annual Report for Trading Standards will be available in January 2009.

**SID: 2089** (Housing Services Inspection Improvement Plan) - report to be submitted to the Scrutiny Committee of 20/11/08.

The Committee noted the information set out in the remainder of the list.

**Action: Jeni Graham, Director of Corporate Development Services**

#### **SC(08)105     GENERAL FUND REVENUE BUDGET MONITORING 2008/09**

There was submitted a report by Martin Dunsmore, Accounting and Budgeting Manager, a copy of which had been circulated previously to each Member.

Councillor McLaren moved that the Committee note the current forecast position and that Chief Officers have been tasked to reduce costs back in line with budget figures. Seconded by Councillor Murphy.

**Councillor Holden asked for a five minute adjournment to compile two amendments. The Convener agreed to adjourn the Council meeting at 10.35 am. The Committee re-convened at 10.50 am.**

#### ***Amendment 1***

To add:

"That the Business Plan related to the Equestrian Centre is provided to Scrutiny Committee members for consideration"

Moved by Councillor Holden. Seconded by Councillor Womersley.

The Committee agreed unanimously to support the motion as amended by amendment 1.

***Amendment 2***

To add:

"A special meeting of the Scrutiny Committee is convened to consider the serious financial position of the Council.

That Portfolio Holders of the respective Services are called to provide detailed explanations and detailed solutions they propose to undertake to bring this Council to a satisfactory financial position."

Moved by Councillor Holden. Seconded by Councillor Womersley.

On a vote being taken, there were 5 votes for amendment 2 and 1 vote against. Accordingly, the motion as amended was carried.

The Committee, therefore, agreed:

1. To note the current forecast position and that Chief Officers have been tasked to reduce costs back in line with budget figures;
2. That the Business Plan related to the Equestrian Centre is provided to Scrutiny Committee members for consideration; and
3. That a special meeting of the Scrutiny Committee is convened to consider the serious financial position of the Council and that Portfolio Holders of the respective Services are called to provide detailed explanations and detailed solutions they propose to undertake to bring this Council to a satisfactory financial position.

**Action: Jeni Graham, Director of Corporate Development Services**

**SC(08)106      GENERAL SERVICES CAPITAL PROGRAMME 2008/09 TO  
2010/11: MONITORING REPORT**

There was submitted a report by Martin Dunsmore, Accounting and Budgeting Manager, a copy of which had been circulated previously to each Member.

Councillor Womersley moved the recommendation as set out in the report. Seconded by Councillor McLaren.

The Committee agreed unanimously to note the financial position and the borrowing requirement for General Services Capital Programme for the three years to 2010/11.

**SC(08)107     HOUSING REVENUE AND CAPITAL ACCOUNT 2008/09  
BUDGET MONITORING**

There was submitted a report by Lawrence Hunter, Service Manager, Policy, Planning and Performance and Martin Dunsmore, Accounting and Budgeting Manager, a copy of which had been circulated previously to each Member.

Councillor Biggam moved that the Committee note the contents of the report. Seconded by Councillor McLaren.

The Committee agreed unanimously to note the contents of the report.

**SC(08)108     FOLLOWING THE PUBLIC POUND**

There was submitted a report by Martin Dunsmore, Accounting and Budgeting Manager, a copy of which had been circulated previously to each Member.

Councillor McLaren moved that the Committee note the contents of the report. Seconded by Councillor Murphy.

The Committee agreed unanimously to note the contents of the report.

The Committee further agreed, at the request of the Convener, that a further "Following the Public Pound" report is brought to the Scrutiny Committee in 9 months advising which organisations have a Service Level Agreement with the Council.

**Action: Jeni Graham, Director of Corporate Development Services**

**SC(08)110     INCENTIVES TO PAY COUNCIL TAX**

There was submitted a report by Brian Jeffrey, Revenue Services Manager, a copy of which had been circulated previously to each Member.

Councillor Holden moved that the Committee notes the steps that the Service is taking to continue to improve the take up of Direct Debit. Seconded by Councillor Womersley.

The Committee agreed unanimously to note the steps that the Service is taking to continue to improve the take up of Direct Debit by:

1. Implementing further targeted take up campaigns
2. Implementing more effective publicity promoting Direct Debit as the Council's preferred payment method
3. Implementing paperless Direct Debit
4. Examining the possibility of more variable payment arrangements by Direct Debit such as weekly payments

**Action: Jeni Graham, Director of Corporate Development Services**

**SC(08)111     PLANNING ENFORCEMENT STRATEGY - ANNUAL  
PERFORMANCE REPORT FOR 2007-2008**

There was submitted a report by Ian Duguid, Development Quality Team Leader, a copy of which had been circulated previously to each Member.

Councillor Balsillie moved that the Committee notes the report and remits the report to the Regulatory Committee for further consideration on the reporting mechanisms and the reporting schedule of the Planning Enforcement Strategy Annual Performance Report. Seconded by Councillor Womersley.

The Committee unanimously agreed to note the report and remitted the report to the Regulatory Committee for further consideration on the reporting mechanisms and the reporting schedule of the Planning Enforcement Strategy Annual Performance Report.

**Action: Garry Dallas, Director of Development and Environmental Services**