

CLACKMANNANSHIRE COUNCIL

MINUTE OF MEETING of the SCRUTINY COMMITTEE held within the Council Chamber, Greenfield, Alloa, on THURSDAY 3rd December 2009 at 9.30 am.

Present

Councillor Donald Balsillie (Convener) (Chair)
Councillor Gary Womersley (Vice Convener)
Councillor John Biggam
Councillor Alastair Campbell
Councillor Harry McLaren
Provost Derek Stewart

In Attendance

Grahame Blair, Director of Services to People
Peter J Broadfoot, Head of Administration and Legal Services
Deirdre Cilliers, Head of Social Services and Chief Social Work Officer
Barry Dickson, Head of Business Improvement and Technology Services
John Gillespie, Head of Housing, Property and Benefit Advice
Jim Goodall, Head of Education and Community Services
Rod Richardson, Principal Administration Officer
Graham Cunningham, Integrated Waste Manager
Ruth Fry, Communications and Marketing Manager
Susan Mackay, Senior Auditor
Aileen Littlejohn, Business Support Manager (Clerk to the Committee)

SC(09)201 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were received from Councillor Mark English.

SC(09)202 DECLARATIONS OF INTEREST

There were no declarations of interest.

SC(09)203 MINUTE OF MEETING HELD ON 22 OCTOBER 2009

Councillor Donald Balsillie asked for a footnote to be added to the Appendix to the Minute of the meeting held on 22nd October 2009:

"There is currently no formal agreed protocol for questions to portfolio holders, it is an issue that needs to be resolved and formally agreed by the Scrutiny Committee."

Subject to the addition of the above footnote, the Committee approved the minute of the meeting held on Thursday 22nd October 2009 as a correct record of proceedings; the minute of the meeting was signed by the Convener.

Moved by Councillor Donald Balsillie. Seconded by Councillor John Biggam.

Action

Councillor Donald Balsillie and Head of Administration and Legal Services.

SC(09)204 SCRUTINY COMMITTEE ACTION PLAN

A list of ongoing actions from Scrutiny Committee meetings was submitted and noted by the Committee.

SC(09)205 FREEDOM OF INFORMATION - UPDATE

A report providing an overview of details relevant to the impact on the Council of the Freedom of Information (Scotland) Act 2002 was submitted by the Head of Administration and Legal Services. The report presented management information on the volume of enquiries, the source of these enquiries and the performance of the Council in responding to enquiries received.

Motion

To note the information set out in the report.

Moved by Provost Derek Stewart. Seconded by Councillor Alastair Campbell.

Decision

The Committee agreed unanimously to note the information provided within the report.

SC(09)206 CORPORATE COMPLAINTS REVIEW - 2008/09

The report submitted by the Head of Administration and Legal Services presented comments on the annual report recently published by the Scottish Public Services Ombudsman (SPSO) in as far as it relates to Clackmannanshire Council. This included an overview of complaints received and dealt with across the Council during 2008/09.

Motion

To note the information set out in the report.

Moved by Councillor Gary Womersley. Seconded by Councillor Harry McLaren.

Decision

The Committee agreed unanimously to note the information set out in the report.

SC(09)207 CLACKS IMPROVEMENT MODEL: OVERVIEW OF SELF ASSESSMENT

A key component of our change programme (Growing in Excellence), and our objective to ensure best value, is the Clacks Improvement Model (CIM, formerly known as the Public Service Improvement Framework, PSIF). Self assessment sits at the heart of CIM, and this year we have moved from a programme of all services undertaking self assessment over the period 2008 to 2011, to all (28 service areas) going through 2009/10.

The report, submitted by the Head of Business Improvement and Technology Services, provided the Scrutiny Committee with an overview of the key strengths and areas for improvement that have emerged to date from CIM self assessments and outlined a range of activities that are underway to improve the way we operate.

Motion

The Scrutiny Committee consider the key strengths and areas for improvement that have emerged from CIM self assessments; and the resultant activities being implemented to ensure that the Council is Growing in Excellence.

Moved by Provost Stewart. Seconded by Councillor Gary Womersley.

Decision

The Committee agreed unanimously to consider the key strengths and areas for improvement that have emerged from CIM self assessments; and the resultant activities being implemented to ensure that the Council is Growing in Excellence.

Action

Councillor Donald Balsillie, Convener of the Scrutiny Committee.

SC(09)208 KEY PERFORMANCE INDICATORS 2009/10: HALF YEAR REPORT

The report, submitted by the Head of Business Improvement and Technology Services provided the Scrutiny Committee with an update on Key Performance Indicators 2009/10 at the half year point. The report is consistent with the arrangements set out to Scrutiny committee dated 25 June 2009 entitled Performance Reporting and Monitoring Progress. The report also contained a progress report related to the Council Risk Register.

Motion

That the Scrutiny Committee note the performance achieved against Key Performance Indicators from 1 April 2009 to 30 September 2009; and note the progress in mitigating risks on the Council Risk Register over the period 1 April 2009 to 30 September 2009.

Moved by Councillor Alastair Campbell. Seconded by Provost Derek Stewart.

Decision

The Committee agreed unanimously to note the performance achieved against Key Performance Indicators from 1 April 2009 to 30 September 2009; and note the progress in mitigating risks on the Council Risk Register over the period 1 April 2009 to 30 September 2009.

The Committee further agreed that the Council Risk Register information should be reported regularly as a separate report from the Key Performance Indicator report.

Action

Head of Business Improvement and Technology Services

SC(09)209 INTERNAL AUDIT PROGRESS REPORT - 30 SEPTEMBER 2009

The report, submitted by the Senior Auditor, provided a quarterly update on the progress of the Internal Audit Annual Plan, as approved by the Scrutiny Committee on 9 April 2009, in accordance with the financial regulations. The report also provided the quarterly update on the progress of implementation of recommendations by officers from previous Internal Audit reports.

Motion

To note the reports and progress made to 30 September 2009.

Decision

The Committee agreed to note the reports and progress made to 30 September 2009.

SC(09)210 WASTE SERVICE UPDATE REPORT ON IMPLEMENTATION OF BLUE BINS

The report, submitted by the Director of Development and Environmental Services, was in response to the action from the meeting of the Scrutiny Committee held on 26th February 2009 in relation to Statutory Performance Indicators, that the Director of Development and Environmental Services report with regard to the implementation of the blue bins and performance in waste services.

The report related to the Scrutiny Committee Action Plan list of ongoing actions recorded in the Minute of the Scrutiny Committee of 10 September 2009 to update Members on the implementation of the blue bin recycling programme which commenced in March 2009.

Motion

To note the progress made with the implementation of the blue bins, and Clackmannanshire's position as Scotland's top performing recycling Council.

Moved by Provost Derek Stewart. Seconded by Councillor Gary Womersley.

Decision

The Committee agreed to note the progress made with the implementation of the blue bins, and Clackmannanshire's position as Scotland's top performing recycling Council.

The Committee requested that a press release is issued to highlight the contents of this report.