



**MINUTE OF MEETING of the SCRUTINY COMMITTEE held within the Council Chamber,  
Greenfield, Alloa, on THURSDAY 24 JUNE 2010 at 9.30 am.**

**PRESENT**

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

**IN ATTENDANCE**

Angela Leitch, Chief Executive  
Garry Dallas, Director of Services to Communities  
John Gillespie, Head of Community and Regulatory Services  
Aileen Littlejohn, Business Support Manager (Clerk to the Committee)  
Stewart Crickmar, Business Improvement Manager  
Susan MacKay, Finance Manager  
Sara Lovelock, Lead Officer, Child Protection Committees  
Linda Melville, Service Manager, Older People Care Service  
Richard O'Grady, Emergency Planning Officer

**SC(10)261      APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were received from Deirdre Cilliers, Head of Social Policy.

**SC(10)262      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**SC(10)263      MINUTE OF MEETING HELD ON 20 MAY 2010**

A minute of the Scrutiny Committee Meeting held on 20 May 2010 was submitted for approval by the Committee.

**Motion**

To approve the minute as a correct record of proceedings.

Moved by Provost Derek Stewart. Seconded by Councillor John Biggam.

## **Decision**

The Committee agreed to approve the minute of the meeting held on 20 May 2010 as a correct record of proceedings.

The minute of the meeting was signed by the Convener.

## **SC(10)264 SCRUTINY COMMITTEE ACTION PLAN**

A list of ongoing actions from the Scrutiny Committee meetings was submitted for information. The Committee agreed to note the following actions:

### **SID 2244: Community Planning**

The Convener advised he has been invited to the Alliance Meeting in September 2010 to discuss the proposal for quarterly meetings between the Alliance and Elected Members. Action completed.

### **SID 2247: Key Performance Indicators (Corporate Management) 2009/10: End of Year Report**

The Convener confirmed that Councillor Rev. Sam Ovens had been invited to attend the meeting of the Scrutiny Focus Group on the 24th June 2010. Action completed.

## **SC(10)265 AN OVERVIEW OF LOCAL GOVERNMENT IN SCOTLAND 2009**

Each year the Accounts Commission asks Audit Scotland to produce an overview report on issues arising from local authority audits. The report provided a summary of a number of key points arising from the 2009 report and considered these in a Clackmannanshire context.

The Business Improvement Manager pointed out an error in paragraph 3.6 of the report, in that the date for the new pay and grading system and terms and conditions coming into effect should be 29 March 2010, not 2009 as stated in the report.

## **Motion**

That the Committee notes the issues raised in the report.

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

## **Decision**

The Committee unanimously agreed to note the issues raised in the report.

**SC(10)266      BEST VALUE 2 (BV2)**

The report sought to bring the Scrutiny Committee up to date with developments in the Best Value Audit regime, and provided information on arrangements in place to ensure positive outcomes for the Council.

**Motion**

That the Committee notes developments in the Best Value 2 Audit.

Moved by Councillor John Biggam. Seconded by Councillor Gary Womersley.

**Decision**

The Committee agreed unanimously to note developments in the Best Value 2 Audit.

**SC(10)267      END OF YEAR RISK MANAGEMENT PROGRESS REPORT**

The report provided the Scrutiny Committee with an update on significant risks facing the Council together with actions being taken to mitigate their potential impact. The report also provided assurance on the adequacy of our current risk management arrangements.

**Motion**

That the Committee notes the:

- significant risks and actions being taken to mitigate them;
- risks that have been downgraded during the course of the last year; and
- risk management assurance arrangements

Moved by Councillor Gary Womersley. Seconded by Councillor Alastair Campbell.

**Decision**

The Committee agreed unanimously to note the:

- significant risks and actions being taken to mitigate them;
- risks that have been downgraded during the course of the last year; and
- risk management assurance arrangements

**SC(10)268      CLACKS IMPROVEMENT MODEL: PROPOSED KEY PERFORMANCE INDICATORS**

The report provided information on the development of a comprehensive set of Key Performance Indicators that will enable the Council to drive performance through understanding better whether customer and wider stakeholder needs and expectations are being consistently met.

**Motion**

That the Committee notes improvements to Key Performance Indicators resulting from the programme of Clacks Improvement Model self assessments.

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

## **Decision**

The Committee agreed unanimously to note improvements to Key Performance Indicators resulting from the programme of Clacks Improvement Model self assessments.

### **SC(10)269 KEY PERFORMANCE INDICATORS (SERVICE PERFORMANCE) 2009/10: END OF YEAR REPORT**

The report provided an update on "Key Performance Indicators (Service Performance)" at the year end of 2009/10.

## **Motion**

That the Committee note performance.

Moved by Councillor John Biggam. Seconded by Provost Derek Stewart.

## **Decision**

The Committee agreed unanimously to note performance.

The Committee further agreed that the Interim Head of Education is to be asked to prepare a report for the October 2010 Scrutiny Committee on exclusions from secondary and primary schools taking into account the trends in the last five years, the "Getting it Right for Every Child" agenda and repeat exclusion incidents for individual children.

The Convener agreed to raise the suggestion of holding a joint workshop on community safety with members of the Clackmannanshire Alliance at his meeting with them in September 2010.

## **Action**

Interim Head of Education

### **SC(10)270 AUDIT REPORT FOR YEAR ENDED 2008/09 - FOLLOW UP**

Following the presentation of the annual audit report for 2008/09 from the Council's external auditors, Grant Thornton, at the Scrutiny Committee on 21st January 2009, the Committee sought a further management reports addressing three specific points from that report, namely:

- Developing budgetary control and financial reporting arrangements to ensure greater accuracy in budget monitoring reports
- Reviewing the role of the Scrutiny Committee and developing a consensus on how best the Committee should discharge its functions across all elements of scrutiny including effectiveness of policy implementation
- Considering the Council's approach to participating in the National Fraud Initiative, in particular the decision not to include electoral role and council tax information in the data matching exercise.

The Finance Manager pointed out an error on Page 4 of the Appendix (page 72 in the Agenda), in that the Implementation Date for Performance Item 1 should be March 2011, not 2010.

## **Motion**

That the Committee notes the progress on the issues.

Moved by Councillor John Biggam. Seconded by Councillor Gary Womersley.

## **Decision**

The Committee agreed unanimously to note the progress on the issues.

The Committee further agreed that the Review of Annual Governance including the role of the Scrutiny Committee is to be brought to the Scrutiny Committee in March 2011.

## **Action**

Finance Manager

### **SC(10)271      BENKERT FIRE, ALVA - INCIDENT REVIEW**

The purpose of the report was to summarise for the Committee various recommendations arising from a review of the management of the major incident at Benkert UK, Alva in November 2009, and to advise of steps which have been taken to implement these.

The Emergency Planning Officer pointed out an error in paragraph 3.1 of the report, in that the date the fire broke out should be 10 November 2009 not 2010 as stated in the report.

## **Motion**

That the Committee notes the report and the progress made in improving procedures for dealing with major incidents.

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

## **Decision**

The Committee agreed unanimously to note the report and the progress made in improving procedures for dealing with major incidents.

The Committee passed on their thanks to the Emergency Planning Officer and his staff and to Benkert UK for their continued commitment to the local area.

***Provost Derek Stewart and Councillor Mark English withdrew from the meeting prior to the next item of business.***

### **SC(10)272      QUALITY REPORT OF THE MANAGEMENT REVIEW 2010 FOR LUDGATE RESOURCE CENTRE AND MENSTRIE HOUSE**

The report provided the Committee with a report that contains a review of the Quality Management Systems in operation in both Ludgate Resource Centre and Menstrie House Care Home for Older People. This is a requirement of the ISO 9001 : 2008 standard maintained in both of these provider services.

## **Motion**

That the Committee note the achievements and actions for continuous improvement for Ludgate Resource Centre and Menstrie House.

Moved by Councillor Alastair Campbell. Seconded by Councillor John Biggam.

## **Decision**

The Committee agreed unanimously to note the achievements and actions for continuous improvement for Ludgate Resource Centre and Menstrie House.

**SC(10)273      STATUTORY COMPLAINTS ANNUAL REPORT - SOCIAL SERVICES  
2009-2010**

The report and its appendix provided a detailed breakdown on the number and type of formal complaints received, investigated and resolved by the Statutory Complaints Officer in Social Services.

The Lead Officer, Child Protection Committees pointed out an error in paragraph 3.5. It should read 3 complaints not 10.

**Motion**

That the Committee note the contents of the report.

**Decision**

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

ENDS 12.45 pm