

**MINUTES of MEETING of PERFORMANCE REVIEW AND SCRUTINY COMMITTEE held in  
the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD  
on THURSDAY, 25 FEBRUARY 2016**

**Present:**

Ian M M Ross (Chair)

Councillor Sandy Taylor	Councillor Gordon Blair
Chief Superintendent Grant Manders, Police Scotland	Councillor Sandy Taylor
Councillor Gordon Blair	Councillor Donald MacMillan
Councillor Anne Horn	James Hymas, Scottish Fire and Rescue Service
Councillor Iain Angus MacDonald	Councillor Robert E Macintyre

**Attending:**

Douglas Hendry, Executive Director of Customer Services  
Cleland Sneddon, Executive Director of Community Services  
Jane Fowler, Head of Improvement and HR  
David Clements, Programme Manager  
Kevin Anderson, Chief Internal Auditor  
Malcolm MacFadyen, Head of Facility Services  
Lesley Sweetman, Performance and Business Manager  
Shona Barton, Area Committee Manager  
Fiona Ferguson, Directorate Support Officer  
Thomas Welch, Community Services

Prior to the start of the meeting, the Chair welcomed Councillor Robert E Macintyre to his first meeting of the Performance Review and Scrutiny Committee.

**1. APOLOGIES FOR ABSENCE**

There were no apologies intimated.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**3. MINUTES**

The Minutes of meeting held on 19 November 2015 were approved as a correct record.

**4. HMICS SCRUTINY PLAN 2016/17 CONSULTATION**

The Committee considered a report which informed members that at the Performance Review and Scrutiny (PRS) Business Day held on 28 January 2016 it was agreed that a response to the consultation by HM Inspectorate for Constabulary (HMICS) on their proposed Scrutiny Plan for 2016/17 be submitted by the Chair. This was due to the next scheduled meeting of the Committee not being held until 25 February 2016 and the submission deadline for the consultation response was 12 February 2016.

**Decision**

The Committee noted the response submitted by the PRS Chair to HMICS in accordance with the position agreed at the PRS Committee Business Day on 28 January 2016.

(Ref: Report by Executive Director – Customer Services, dated 25 February, submitted.)

## **5. TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY**

The Committee considered a report which set out the Council's strategy for borrowing and investment for the forthcoming year along with the Council's Prudential Indicators which required to be set for a three year period.

Discussion took place in relation to the ability of Members to scrutinise and approve the Strategy. It was noted that there would be a training session organised for Members on Treasury Management.

### **Decision**

The Committee;

- (i) noted that the Strategy had been approved by the Council at its meeting on 11 February 2016, subject to review by the Performance Review and Scrutiny Committee; and
- (ii) agreed to update the Performance Review and Scrutiny Committee Workplan to include training for Members in relation to Treasury Management.

(Ref: Report by the Head of Strategic Finance, dated 25 February 2016, submitted)

## **6. TREASURY MANAGEMENT MONITORING REPORT 31 DECEMBER 2015**

The Committee considered a report which set out the Council's treasury management position for the period 1 November 2015 to 31 December 2015 and included information on:

- Overall Borrowing Position
- Borrowing Activity
- Investment Activity
- Economic Background
- Interest Rate Forecast
- Prudential Indicators

### **Decision**

The Committee noted the report.

(Ref: Report by Head of Strategic Finance, dated 25 February 2016, submitted)

## **7. PERFORMANCE REPORT - FQ3 2015-16**

The Committee considered the Council and Departmental performance reports with associated scorecards for the performance in FQ3 2015 -16 (October - December 2015).

Discussion took place on the Performance Indicators for Business Gateway and a request was made for information on the employment statistics for Argyll and Bute to be included in future updates.

### **Decision**

The Committee;

- (i) reviewed the reports and scorecards as presented and noted the contents thereof; and
- (ii) agreed to request that Christina West, Chief Officer Health and Social Care Integration present a report on the work of the Integrated Joint Board to the next meeting of the Committee.

(Ref: Report by Chief Executive, dated 25 February 2016, submitted.)

Councillor Robert E Macintyre left the meeting at 11.20am.

## **8. MAXIMISING ATTENDANCE: COUNCIL PERFORMANCE OCTOBER - DECEMBER 2015**

The Committee considered a report which provided an update on the Council's performance against targets and performance indicators for maximising attendance during the period April – June 2015.

Discussion took place on the escalating costs of absenteeism.

### **Decision**

The Committee noted the report.

(Ref: Report by the Head of Improvement and HR, dated 25 February 2016, submitted)

Councillor Robert E MacIntyre re-joined the meeting at 11.45am

Councillor Donald MacMillan left the meeting at 11.45am.

## **9. POST COMPLETION REVIEW LESSONS LEARNED**

The Committee considered a report which summarised the findings and lessons learned from carrying out reviews of capital projects which completed during 2014 – 15. It was noted that this would be an annual report.

### **Decision**

The Committee noted the report.

(Ref: Report by Head of Facility Services, dated 25 February 2016, submitted)

\* **10. CASTLE TOWARD SCRUTINY REPORT**

Members considered a report which provided comments and recommendations arising from the Committee's scrutiny of the Council's decision making process in relation to the community right to buy application in respect of Castle Toward submitted by South Cowal Community Development Company.

**Decision**

After discussion and determination by the Chair and the appropriate referral route for this report the Committee approved the report and the recommendations contained therein for submission to the next meeting of Council for consideration.

(Ref: Report presented by Chair and Vice-Chair of Performance Review and Scrutiny Committee, dated 25 February 2016, submitted)

\* **11. PERFORMANCE REVIEW AND SCRUTINY COMMITTEE HANDBOOK**

Members considered a draft "Performance and Scrutiny Review Handbook" which had been prepared at the request of the Committee and as part of an Improvement Strategy Plan.

**Decision**

The Committee;

- (i) noted the report;
- (ii) approved the "Performance and Scrutiny Review Handbook" as a reference point to undertaking effective scrutiny; and
- (iii) agreed to submit the "Performance and Scrutiny Review Handbook" to Council for information.

(Ref: Report by Chief Internal Auditor, dated 25 February 2016, submitted)

**12. SCRUTINY OF POLICE SCOTLAND**

The Committee considered a report submitted by Local Police Commander, Chief Superintendent Grant Manders on the third quarterly report for Argyll and Bute for 2015/16 performance year.

The report detailed statistics on road safety and road crime; violence, disorder and antisocial behaviour; public protection; major crime and counter terrorism and acquisitive crime.

**Decision**

The Committee noted the contents of the report.

(Ref: Report by Local Police Commander, dated 15 January 2016, submitted)

### **13. SCRUTINY OF SCOTTISH FIRE AND RESCUE**

The Committee considered a report by the Scottish Fire and Rescue Service (SFRS) which provided detail on the performance of the SFRS in the Argyll and Bute area for Q1 - 3 2015.

#### **Decision**

The Committee noted the contents of the report.

(Ref: Report by Local Senior Officer, Scottish Fire and Rescue Service, submitted)

### **14. PERFORMANCE REVIEW AND SCRUTINY COMMITTEE WORKPLAN**

The Committee considered the outline workplan to facilitate planning of reports to the Performance, Review and Scrutiny Committee.

#### **Decision:**

The Committee;

- (i) noted the workplan;
- (ii) agreed to add a report on the Integrated Joint Board to the 26 May 2016 meeting; and
- (iii) agreed to add Treasury Management Training for Members under "Future Items".

(Ref: Report by Executive Director of Customer Services, dated 25 February, submitted)