

**MINUTES of MEETING of PERFORMANCE REVIEW AND SCRUTINY COMMITTEE held in the
COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD
on THURSDAY, 22 AUGUST 2013**

Present: Ian M M Ross (Chair)

Councillor D MacIntyre
Councillor Dick Walsh
Paul Connelly, Scottish Fire and Police
Sue Gledhill, HIE

Attending: Sally Loudon, Chief Executive
Douglas Hendry, Executive Director of Customer Services
Sandy Mactaggart, Executive Director of Development and Infrastructure
Cleland Sneddon, Executive Director of Community Services
Charles Reppke, Head of Governance and Law
Jane Fowler, Head of Improvement and HR
Bruce West, Head of Strategic Finance
Tricia O'Neill, Central Governance Manager
David Clements, IOD Programme Manager
Lesley Sweetman, Performance and Business Manager
Laura Cameron, Directorate Support Officer
Helen Thornton, Executive Support Officer
Carolyn McAlpine, HR Officer
Pat Watters, Chair of Strathclyde Fire and Rescue
Grant Toms, Strathclyde Fire and Rescue
Dave Boyle, Strathclyde Fire and Rescue

Also Attending: Councillor Aileen Morton

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated from Councillors Blair, Morton, Mulvaney, Douglas Cowan HIE and Derek Leslie HNS Highland.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

The Minutes of the Performance Review and Scrutiny Committee of 20 June 2013 were approved as a correct record.

Arising under item 6 (Scrutiny of Local Police and Fire Plans) Jane Fowler advised that the report would be submitted to the November PRS Committee on proposed measures for the scorecards.

4. COUNCIL ANNUAL REPORT 2012 - 13

The Committee considered a report which advised that the Council publishes an annual report as a part of the statutory duty relating to Public Performance Reporting. The submitted report presented the Annual Report before its publication on the Council website.

Decision

The Committee noted the Performance of the Council in the Annual Report which will be submitted to the Council Meeting in September and thereafter published on the Council website.

(Ref: Report by Chief Executive's Unit dated 22 August 2013, submitted)

5. PROGRESS REPORT ON SINGLE OUTCOME AGREEMENT 2013 - 23

The Committee considered a report which updated Members on progress that had been made on developing the Argyll and Bute 2013-23 Single Outcome Agreement.

Decision

The Committee noted:-

1. The progress that had been made in developing the Argyll and Bute Single Outcome Agreement 2012-23.
2. That the Quality Assurance process is nearing completion.

(Ref: Report by the Chief Executive dated 22 August 2013, submitted)

6. PERFORMANCE REPORT - FQ1 2013 - 14

The Planning and Performance Management Framework sets out the process for presentation of the Council's quarterly performance reports. The Committee considered a report which presented the Council and Departmental performance reports with associated scorecards for performance in FQ1 2013-14 (April – June 2013).

Decision

The Committee noted the reports and scorecards as presented and noted that the Chief Executive will liaise with the Chair of the PRS Committee with regard to the revising of the format of the report for future Meetings.

(Ref: Report by the Chief Executive dated 22 August 2013, submitted)

7. FIRE AND RESCUE SERVICE STRATEGIC PLAN 2013 - 16

Prior to consideration of the report the Chair of the Fire and Rescue Service and the Local Senior Officer outlined the background to the consultation process and what the Service wished to achieve through its strategic plan.

The Scottish Fire and Rescue Service (SFRS) replaced the previous eight regional Fire and Rescue Services on 1 April 2013. The Service had issued its first Strategic

Plan for consultation and the Committee considered the questions that had been issued with the plan to formulate a response by the deadline of 31 August 2013.

Decision

The Committee noted:-

1. That the Council will consider the content of this report as Argyll and Bute Council's response to the consultation on the Scottish Fire and Rescue Service Strategic Plan 2013-16.
2. That the response is sent to the SFRS by the consultation end date of 31 August 2013.
3. The timescale in the draft Strategic Plan for the preparation of local fire and rescue plans, the commitment to partnership working and the role of the Local Senior Officer in delivering the local plan.

(Ref: Report by the Chief Executive dated 22 August 2013, submitted)

8. MAXIMISING ATTENDANCE: COUNCIL PERFORMANCE APRIL - JUNE 2013

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 2013.

Decision

The Committee noted the content of the report.

(Ref: Report by Head of Improvement and HR dated 22 August 2013, submitted and amended Page 176 tabled)

9. REVIEW STRATEGIC RISK REGISTER

The Committee considered a report which updated Members on the key strategic risks facing the Council, the associated mitigating actions and changes in these risks.

Decision

The Committee noted the Strategic Risk Register and key risks, changes, trends and exceptions highlighted in the submitted report and recognised that this would be an evolving process.

In response to a request for feedback to the Council on the register the Committee indicated a degree of comfort in relation to the key risks identified at this time, confirmed the importance of clarity on how the risk base changes and supported the approach of regular reporting to the PRS Committee.

(Ref: Report by Head of Strategic Finance dated 22 August 2013, submitted and Appendix 1-2, tabled)

10. CORPORATE IMPROVEMENT PLAN PROGRESS

The Committee considered a report which provided an update on the progress of the Corporate Improvement Plan.

Decision

The Committee noted the contents of the report.

(Ref: Report by Head of Strategic Finance dated 29 July 2013, submitted)

11. TREASURY MANAGEMENT MONITORING REPORT - 30 JUNE 2013

The Committee considered a report which summarised the monitoring as at 30 June 2013 of the Council's Overall Borrowing Position; Borrowing Activity; Investment Activity; Economic Forecast and Prudential Indicators.

Decision

The Committee noted the Treasury Management monitoring report.

(Ref: Report by Head of Strategic Finance dated 30 July 2013, submitted)