

**MINUTES of MEETING of PERFORMANCE REVIEW AND SCRUTINY COMMITTEE held in
the COMMITTEE ROOM 1, KILMORY, LOCHGILPHEAD
on THURSDAY, 27 AUGUST 2015**

Present:

Ian M M Ross (Chair)

Councillor Gordon Blair	Councillor John McAlpine
Councillor Maurice Corry	Councillor Sandy Taylor
Councillor Anne Horn	Christina West
Councillor Iain Angus MacDonald	James Hymas

Attending:

Sally Loudon, Chief Executive
Douglas Hendry, Executive Director – Customer Services
Charles Reppke, Head of Governance and Law
Cleland Sneddon, Executive Director – Community Services
Pippa Milne, Executive Director – Development and Infrastructure Services
Chief Superintendent Grant Manders, Police Scotland
Jane Fowler, Head of Improvement and HR
Peter Cupples, Finance Manager
David Clements, Programme Manager
Morag Brown, Business Improvement Manager Community Services
Shona Barton, Area Committee Manager

The Chair welcomed Local Police Commander, Chief Superintendent Grant Manders to his first meeting of the Performance Review and Scrutiny Committee.

1. APOLOGIES FOR ABSENCE

An apology for absence was intimated on behalf of Douglas Cowan, HIE.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES

The Minutes of the meeting of the Performance Review and Scrutiny Committee held on 28 May 2015 were approved as a correct record.

4. POLICE SCOTLAND ANNUAL POLICING PLAN 2015/16

A report setting out the Police Scotland Annual Policing Plan 2015/16 was considered.

Responding to a query, Chief Superintendent Grant Manders acknowledged the differences in reporting styles to Local Licensing Boards by Police Scotland. He confirmed that all necessary information would continue to be provided to the Argyll and Bute Local Licensing Board. He was not of the opinion that a national licensing policy would be of benefit locally.

Decision

The Committee noted the plan.

(Reference: Report by Sir Stephen House QPM, Chief Constable dated 27 August 2015, submitted)

5. SCRUTINY OF POLICE SCOTLAND - QUARTERLY REPORT

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

The report detailed statistics on;

- Road Safety & Road Crime
- Violence, Disorder & Antisocial Behaviour
- Public Protection
- Major Crime and Counter Terrorism; and
- Acquisitive Crime.

Discussion took place on local policing; apprehension of drug dealers; anonymous reporting of anti-social behaviour; bogus callers; road closures; and review of local resilience plans.

Decision

The Committee noted the contents of the report.

(Reference: Report by Local Police Commander dated 23 July 2015, submitted)

6. POLICE SCOTLAND STOP AND SEARCH IMPROVEMENT DELIVERY PLAN 2015 - 16

A report setting out the Police Scotland Stop and Search Improvement Plan 2015/16 was considered.

Decision

The Committee noted the report.

(Reference: Report by Assistant Chief Constable, Local Policing West, Wayne Mawson dated 29 May 2015, submitted)

7. SCOTTISH POLICE AUTHORITY - ANNUAL REVIEW OF POLICING 2014 - 15

A report setting out the Annual Review of Policing 2014/15 was considered.

Decision

The Committee noted the report.

(Reference: Report by Scottish Police Authority dated 27 August 2015, submitted)

8. 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.

Members were asked that cognisance be given to the fact that fire fighters lost their lives in the line of duty. At this point the SFRS Local Senior Officer for Argyll and Bute thanked Members for their support following the loss of a colleague during the week of the last PRS meeting.

Discussion then took place on;

- membership of the Board of the Scottish Fire and Rescue Service;
- delivery of Home Fire Safety Visits;
- success of Campbeltown Young Firefighters group and the potential for expansion of similar groups in other areas of Argyll and Bute.

Decision

The Committee;

- (i) praised the new style reporting structure and noted the contents of the report; and
- (ii) agreed that the SFRS Local Area Office forward application details on funding for projects by local groups.

(Reference: Report by Scottish Fire and Rescue Service, West Service Delivery Area, Argyll & Bute dated 27 August 2015, submitted)

9. TREASURY MANAGEMENT MONITORING REPORT 30 JUNE 2015

A report setting out the Council's treasury management position for the period 1 April 2015 to 30 June 2015 was considered.

Decision

The Committee noted the contents of the report.

(Reference: Report by Interim Head of Strategic Finance dated 27 August 2015, submitted)

Christina West, Chief Officer Health and Social Care joined the meeting.

10. PERFORMANCE REPORT FQ1 2015 - 16

The Committee considered the Council and Departmental performance reports with associated scorecards for the performance in F1 2015 – 16 (April – June 2015)

Discussion took place on;

- composition of performance reports and scorecards;
- planning application approvals;
- timescale for fulfilment of the project objectives for A815 Sandhaven to Inverreck Footway;
- achievement of Customer Service Excellence Award by Governance and Law; and
- Registered Social Landlords (RSLs) meeting deadlines for having their housing stock up to Scottish Housing Quality Standard.

Decision

The Committee;

- (i) reviewed the reports and scorecards as presented, and noted the contents thereof;
- (ii) agreed that a report be brought to the next meeting of the Committee providing information on the number of business start ups supported by Business Gateway in Argyll and Bute; the survival rate for new businesses in existence over one and three years; and the impact on employment statistics in Argyll and Bute; and
- (iii) agreed that the Executive Director – Community Services would discuss with the Policy Lead for Housing, the possibility of an invite being extended to Members of the PRS Committee to attend a meeting of the Housing and Communities Forum. It was further agreed that Councillors McAlpine, Horn and Taylor would attend as representatives of the PRS Committee.

(Reference: Report by the Chief Executive dated 27 August 2015, submitted)

The Chair ruled and the Committee agreed to adjourn the meeting for lunch at 12.45pm and to reconvene at 13.05pm.

11. BENCHMARKING UPDATE

The Committee considered a report which provided an update about the ongoing work with the Improvement Service around benchmarking and outlined proposals for the next stage of benchmarking activity.

Decision

The Committee;

- (i) noted the contents of the report, including the proposed template and approach for stage two of the Council's benchmarking activity; and
- (ii) agreed that a future benchmarking report provide examples of how benchmarking is used by Services to enable the Council to improve its performance.

(Reference: Report by Head of Improvement and HR dated 27 August 2015)

12. CORPORATE IMPROVEMENT PROGRAMME PROGRESS

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

Decision

The Committee noted that the Corporate Improvement Programme was now complete and that the Council's Policy and Resources Committee had considered a new Improvement Strategy at its meeting on 20 August 2015.

(Reference: Report by Executive Director – Customer Services dated 27 August 2015)

13. MAXIMISING ATTENDANCE: COUNCIL PERFORMANCE APRIL - JUNE 2015

The Council 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.

Decision

The Committee noted the content of the report.

14. ARGYLL AND BUTE ALCOHOL AND DRUG PARTNERSHIP PROGRESS REPORT

The Committee considered a report which informed Members of the current and future developments within the Argyll and Bute Alcohol and Drugs Partnership (ADP) following the publication of the review of the commissioning process for community based adult addiction services by Audit Scotland.

Councillor Iain Angus MacDonald declared a non-financial interest in this item of business as he was a member of O.A.S.I.S. – Oban Addiction Support and Information Service. He left the room during discussion of this item.

Members were reminded of the terms of reference of the Committee in respect of reviewing performance matters and scrutiny and that review of an organisations business operation was not a matter for the Committee.

It was further suggested that it may be beneficial if any questions which required a detailed response were raised by Members with relevant officials prior to the meeting.

At this point, and following the agreement of the Chair, Councillor Anne Horn raised a number of queries relating to the award of the contract to and the operational aspects of Addaction Scotland. Following further discussion, Councillor Horn agreed that she would further consult with the Executive Director – Community Services concerning any additional queries.

Decision

The Committee noted the contents of the report and its findings, recommendations and actions within.

(Reference: Report by Chief Officer, Argyll and Bute Health and Social Care Partnership and Argyll and Bute ADP Chair and Executive Director – Community Services)

15. INTEGRATION OF HEALTH AND SOCIAL CARE

The Committee considered a report which was in response to a request by Members for an update on the progress towards integration as well as setting out the programme for achieving integration by 1 April 2016. In addition, information was requested on the future performance review and scrutiny of the Integrated Joint Board (IJB).

Decision

The Committee noted;

- (i) the legislative requirement for the integration of health and social care and scope of services;
- (ii) the Integration Joint Board membership and that it was the accountable and responsible body in respect of all delegated functions;
- (iii) that the Integration Joint Board had responsibility and accountability for the planning, delivery, performance management and governance of delegated services. This would be achieved through the Strategic Plan;
- (iv) that an annual performance report from the Integration Joint Board would be made available to the Council, NHS Highland and other stakeholders, as outlined in the Integration Scheme;
- (v) that the Programme Board provided governance and direction regarding the integration project and transition process through to the go live date; and
- (vi) that a range of issues, including patient transportation by ambulance and social work services, were being escalated for assessment.

(Reference: Report by Chief Officer Health and Social Care, dated 20 July 2015)

16. STATEMENT OF GOVERNANCE AND INTERNAL CONTROL

The Committee considered a report which advised that the Council's Governance Group had reviewed the content of the local code of corporate governance to reflect the governance position within the Council for 2014/15.

Decision

The Committee approved the statement of governance and internal control for inclusion in the Annual Accounts for 2014/15.

(Reference: Report by Executive Director – Customer Services dated 27 August 2015, submitted)

17. CASTLE TOWARD

The Committee considered a retrospective, by the Chair, which identified the issues raised in the consideration of the Castle Toward Scrutiny Report submitted to the PRS Committee on 28 May 2015.

During discussion Members considered the background to the report and its recommendations; the Capital Planning Process; and lessons learned.

Under Standing Order 22.1 the Chair invited the local member Councillor Bruce Marshall to contribute to the discussion on this item.

The Committee noted that all evidence in relation to correspondence between the Executive Director - Community Services and the Chair of SCCDC had already been discussed by full Council.

Decision

The Committee agreed that prior to the next meeting of the Committee, PRS Members would meet to formalise a document which would bring together the findings and recommendations of the PRS Committee in relation to scrutiny of the Council's decision making on Castle Toward. The document would be presented for approval to the next meeting of the PRS Committee and onward presentation to Council.

(Reference: Report by Chair of the Performance Review and Scrutiny Committee dated 27 August 2015, submitted)

18. PERFORMANCE REVIEW AND SCRUTINY COMMITTEE WORKPLAN

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

Discussion took place on the possibility of identifying a dedicated administrator to assist with the work of the PRS Committee. It was noted that the Members of the Committee would discuss and agree a list of themes for formal scrutiny by the PRS Committee in relation to council operations, and that these would be brought to the next meeting for consideration and approval.

Decision

The Committee noted the workplan and agreed to add the following items to the list;

- (i) a finalised Castle Toward report;
- (ii) report on list of themes identified for formal scrutiny by the PRS Committee;
and
- (iii) review of CPP Membership on PRS Committee.

(Reference: Report by Executive Director – Customer Services dated 27 August 2015, submitted)