

MINUTE
of
CABINET

Minute of Meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 5 April 2018.

Present:

Councillor Tony Buchanan (Leader)	Councillor Alan Lafferty
Councillor Caroline Bamforth	Councillor Colm Merrick
Councillor Danny Devlin	Councillor Paul O’Kane

Councillor Buchanan, Leader, in the Chair

Attending:

Lorraine McMillan, Chief Executive; Julie Murray, Chief Officer – Health and Social Care Partnership; Mhairi Shaw, Director of Education; Andy Cahill, Director of Environment; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Louise Pringle, Head of Business Change and Revenues; Andy Corry, Head of Environment (Operations); Sharon Beattie, Head of HR, Customer and Communications; Craig Geddes, Council Records Manager; Steven Reid, Corporate Policy Officer; and Paul O’Neil, Committee Services Officer.

DECLARATIONS OF INTEREST

376. There were no declarations of interest intimated.

LOCAL GOVERNMENT BENCHMARKING FRAMEWORK – 2016-17 PERFORMANCE

377. The Cabinet considered a report by the Chief Executive, providing an update on the national Local Government Benchmarking Framework (LGBF) together with an overview of the Council’s performance against the LGBF indicators from 2014/15 to 2016/17. A copy of the performance report was appended.

Whilst noting that the LGPF had been recorded and publically reported by all Scottish councils as a statutory requirement since 2010/11, the report highlighted that the framework provided comparative analysis for a total of 75 indicators at a Council level although only 73 were relevant to the Council. Furthermore, there had been an increase in the number of LGBF indicators from a total of 68 in 2015/16 it being noted that the main additions to the indicators set related to Children’s Services.

The report highlighted that the Council’s performance against the LGBF data set showed a positive picture of performance, with 40% in the top quartile and 61% of indicators in the top two quartiles for published indicators. It was noted that in 2016/17 the Council was ranked as one of the top four best performing councils for more than a third of the LGBF indicators.

Furthermore, the 2016/17 data showed that the Council continued to perform strongly in key outcome areas where it was making differences to people's lives including in education, housing and recycling. It was noted that the overall cost for support services had been reducing in recent years, and any slowing of this trend reflected investment in the Council's workforce and more modern practices such as investing in ICT infrastructure. In addition, it was noted that the Council was also making steady progress in reducing absence rates and invoice processing times following targeted action.

The report also explained that the LGBF indicator set was only one means of recording and measuring the Council's performance. To achieve a balanced picture, the outcomes the Council was delivering over the next year through the Local Outcome Improvement Plan entitled "Fairer East Ren", Outcome Delivery Plan and through various audits, inspections and self-assessments should be noted. In addition there was a wide range of performance information scrutinised and reported by the Council which was not statutory and provided detailed information on performance.

The Cabinet noted the Council's performance against the Local Government Benchmarking Framework indicators and the action being taken by departments to address any performance issues.

REVIEW OF THE STRATEGIC RISK REGISTER AND RISK MANAGEMENT PROGRESS

378. Under reference to the Minute of the meeting of 23 March 2017 (Page 2270, Item 2438 refers), when the Cabinet approved the updated Council's Strategic Risk Register, the Cabinet considered a report by the Chief Executive, providing the latest bi-annual update of the Council's Strategic Risk Register and a summary of risk management progress. A copy of the register was appended to the report.

The report explained that the Strategic Risk Register set out the key risks to be considered by the Council and detailed the actions that management had put in place to manage these risks. It was noted that each Council service had an operational risk register to record day to day and service specific risks.

Whilst noting that several risks had been amended to include additional control measures and the risks had been recorded for significance, the report indicated that a thorough review of all risks on the register had been undertaken by the Corporate Management Team (CMT) and that there were now 27 risks of which 9 were evaluated as high and 18 medium. Furthermore, where a risk had been evaluated as "low" it had been removed from the register and would be monitored within departmental or operational registers if appropriate. Details of the risks that were considered to be "high" together with those which were added to the register along with details of those risks where there had been changes in their score were outlined in the report.

The report concluded by explaining that as part of the review of the register, 3 new risks had been added, 6 risks were removed and 7 risk descriptions had been amended to reflect the current position. It was noted that the risks captured in the strategic risk register continued to be monitored and evaluated by the CMT on a regular basis. The register would be reported every 6 months to the Audit and Scrutiny Committee and annually to the Cabinet.

The Cabinet noted the development of the Council's Strategic Risk Register noting that this was considered a "live" document and would be updated and amended by the Corporate Management Team as appropriate.

FREEDOM OF INFORMATION – ANNUAL REPORT FOR 2017

379. The Cabinet considered a report by the Chief Officer – Legal and Procurement, providing details of the information requests made to the Council under the Freedom of Information (Scotland) Act 2002 and the related Environmental Information Regulations (Scotland) 2004, during the course of 2017. A statistical report detailing the enquiries the Council had received during 2017 was appended to the report.

Whilst noting that the Act and the Regulations provided a public right of access to the information which the Council held, the report explained that the statistical report provided details of the requests received, examined their volume, origin and type, and considered the use of exemptions and exceptions in responding to such requests. Furthermore, it also examined performance by each department and section within the Council in responding to such requests.

The report concluded by highlighting that the volume of requests received continued to grow it being noted that the Council dealt with 1,296 information requests, which was a 10% increase on the previous highest total. It was noted that nonetheless, the Council's performance had been maintained, with 85% of requests being dealt with within the statutory timescale.

The Cabinet noted the terms of the report.

ESTIMATED REVENUE BUDGET OUT-TURN 2017/18

380. The Cabinet considered a report by the Chief Financial Officer, detailing the projected revenue budget out-turn for 2017/18 and providing details of the expected year-end variances together with summary cost information for each of the undernoted services as at 2 February 2018:-

- (i) Objective and Subjective Summaries;
- (ii) Education Department;
- (iii) Contribution to Integration Joint Board;
- (iv) Health and Social Care Partnership;
- (v) Environment Department;
- (vi) Environment Department – Support;
- (vii) Chief Executive's Office;
- (viii) Chief Executive's Office – Support;
- (ix) Corporate and Community Services Department – Community Resources;
- (x) Corporate and Community Services Department – Support
- (xi) Other Expenditure and Income;
- (xii) Joint Boards;
- (xiii) Contingency – Welfare; and
- (xiv) Housing Revenue Account.

Whilst noting that as at 2 February 2018, the estimated year-end position showed a net favourable variance on net expenditure of £4,356,000 based on current information and this equated to the projected underspend on General Fund services, the report highlighted that Council Tax collection had been higher than budgeted, with additional income of £700,000 now anticipated, bringing the total forecast underspend on General Fund services to £5,056,000.

The report highlighted a number of operational variances that required management action to ensure that departmental expenditure would be in line with budget at the end of the

financial year. At this time, it was expected that management action would lead to all overspends being recovered, that all underspends were consolidated wherever possible and that spending up to budget levels did not take place.

The Cabinet, having noted the reported probable out-turn position, agreed that:-

- (a) the service virements and operational adjustments be approved;
- (b) management action be taken to remedy the forecast overspend in Environment - Support; and
- (c) all departments continued to closely monitor their probable out-turn position.

PROPOSED PLANNING GUIDANCE – WASTE STRATEGY FOR NEW DEVELOPMENTS

381. The Cabinet agreed that consideration of this matter be continued to a future meeting.

OPEN SPACE ASSET MANAGEMENT PLAN 2018/20

382. The Cabinet considered a report by the Director of Environment, providing details on the updated East Renfrewshire Open Space Asset Management Plan 2018/20. A copy of the plan was appended to the report.

Whilst noting that the plan sought to provide a policy context for open space and provided an overview of the facilities, landholding and current activities within East Renfrewshire, the report highlighted that the plan also identified future actions and potential risks and sought to provide a well-managed, accessible, attractive environment with a variety of opportunities for residents and visitors to exercise, learn and enjoy.

Having noted that there was a proposal contained within the plan to install 2 tennis courts at Rouken Glen Park which would encourage visitors to the park and would enhance sport participation and play at a cost of £80,000, the report explained that in 2013, the Council had granted planning permission for the development of Stamperland Tennis Courts, subject to the applicant entering into a Section 75 legal agreement for £80,000 for replacement facilities being provided within the area.

The report explained that the Section 75 agreement had subsequently been concluded and would expire at the end of October 2018 at which point the funding would require to be returned by the Council to the applicant if the works had not been concluded. It was proposed therefore that the funding of £80,000 held by the Council be used for the purpose outlined in the plan.

The Cabinet approved the:-

- (a) East Renfrewshire Open Space Asset Management Plan 2018/20; and
- (b) proposal to create 2 tennis courts in Rouken Glen Park using the funds deposited with the Council as part of a Section 75 legal agreement relating to a previous development at Stamperland Tennis Courts.