

MINUTE
of
CABINET

Minute of Meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 31 August 2017.

Present:

Councillor Paul O’Kane (Deputy Leader)
Councillor Caroline Bamforth
Councillor Danny Devlin

Councillor Alan Lafferty
Councillor Colm Merrick

Councillor O’Kane, Deputy Leader, in the Chair

Attending:

Lorraine McMillan, Chief Executive; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Louise Pringle, Head of Business Change and Revenues; Jim Sneddon, Head of Democratic and Partnership Services; and Paul O’Neil, Committee Services Officer.

Also Attending:

Anthony McReavy, Chief Executive, East Renfrewshire Culture and Leisure Trust.

Apology:

Councillor Tony Buchanan (Leader).

DECLARATIONS OF INTEREST

111. There were no declarations of interest intimated.

CABINET WORK PLAN 2016/17 PROGRESS AND INTERIM CABINET WORK PLAN 2017/18

112. Under reference to the Minute of the meeting of the Cabinet of 21 April 2016 (Page 1903, Item 2023 refers), when the Cabinet agreed that progress against the Cabinet Work Plan be reviewed in August 2017 and updated on an annual basis thereafter, the Cabinet considered a report by the Deputy Chief Executive, providing an update on the progress made against the 2016/17 Cabinet Work Plan and submitting for consideration the draft interim work plan for 2017/18. Details of the progress made against the 2016/17 Plan together with a copy of the draft interim Plan for 2017/18 were appended to the report.

Whilst noting that the Plan set out a forward programme of strategy and policy work along with key routine areas of business covering budget and performance monitoring, the report provided details of the progress made against the 2016/17 Plan, and highlighted the items of business included in the interim draft Cabinet Work Plan 2017/18. However, it was noted that the work plan might need to be augmented to incorporate some new priorities of the new shared administration and associated reporting timescales.

The report concluded by highlighting that the Cabinet Work Plan was a forward planning exercise which would ensure the strategic focus of the Council was maintained. It would also ensure cross-cutting strategy issues were identified and that the Cabinet made the most efficient and effective use of the time available to discuss and approve strategies, monitor performance and oversee the use of resources.

The Cabinet:-

- (a) noted the performance against the Cabinet Work Plan for 2016/17;
- (b) approved the content of the draft Interim Cabinet Work Plan for 2017/18; and
- (c) agreed that progress against the Interim Cabinet Work Plan be reviewed in April 2018 and updated on an annual basis thereafter.

END-YEAR PERFORMANCE REPORTS 2016/17

113. The Cabinet considered reports by the Deputy Chief Executive and the Director of Education, in relation to the end-year performance 2016/17 for the Corporate and Community Services Department and the East Renfrewshire Culture and Leisure Trust, details of which were outlined in the appendices to the reports.

The Cabinet approved the reports as summaries of the Corporate and Community Services Department and the East Renfrewshire Culture and Leisure Trust End-Year performance for 2016/17.

ESTIMATED REVENUE BUDGET OUT-TURN 2017/18

114. The Cabinet considered a report by the Chief Financial Officer, detailing the projected revenue 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 23 June 2017:-

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

Whilst noting that as at 23 June 2017, the estimated year-end position showed a net favourable variance on net expenditure of £2,591,000 or 1.1% of the annual budget based on current information, the report highlighted that for General Fund services a projected underspend of £2,604,000 was reported.

The report concluded by indicating that a number of operational variances required management action to ensure that expenditure would be in line with budget at the end of the financial year. However, at this time, it was expected that management action would lead to all overspends being recovered, that all underspends would be 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 – Non-Support; and
- (c) all departments continue to closely monitor their probable out-turn position.

CHAIR

