

**MINUTE**  
**of**  
**CABINET**

**Minute of Meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 18 August 2016.**

**Present:**

Councillor Jim Fletcher (Leader)  
Councillor Tony Buchanan (Deputy Leader)  
Councillor Elaine Green

Councillor Alan Lafferty  
Councillor Ian McAlpine  
Councillor Vincent Waters

Councillor Fletcher, Leader, in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; 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; Iain MacLean, Head of Environment (Planning, Economic Development and City Deal); Jackie Martin, Corporate Business Manager; Eamonn Daly, Democratic Services Manager; and Paul O'Neil, Committee Services Officer.

**Apologies:**

Councillors Danny Devlin and Mary Montague.

**DECLARATIONS OF INTEREST**

**2129.** There were no declarations of interest intimated.

**JOINT CONSULTATIVE COMMITTEE (FIRST TIER)**

**2130.** The Cabinet considered and noted the Minute of the meeting of the Joint Consultative Committee (First Tier) held on 19 May 2016, which forms Appendix 1 accompanying this Minute.

**ANNUAL EFFICIENCY STATEMENT 2015/16 AND UPDATE ON IMPROVEMENT AND CHANGE IN EAST RENFREWSHIRE COUNCIL**

**2131.** The Cabinet considered a report by the Deputy Chief Executive, providing details of the Council's Annual Efficiency Statement for 2015/16 together with a summary of improvement and change activity in the Council including the Modern, Ambitious Programme (MAP). Copies of the Annual Efficiency Statement 2015/16 and a map of improvement and change in East Renfrewshire were appended to the report.

Whilst noting that councils were required to provide annual efficiency statements to COSLA each year and that thereafter a summary statement was developed for the Scottish Government, the report indicated that a copy of the Council's statement was also placed on the Council website for public access.

The report explained that at the meeting of the Cabinet on 16 June 2016, consideration had been given to a report providing an update on the development of the Modern, Ambitious Programme (MAP) and key priorities for the next period. This highlighted that each department and the Health and Social Care Partnership (HSCP) had its own programme of change, reflecting its priorities for modernisation and redesign.

The MAP was underpinned by cross-cutting, enabling projects, mainly around ICT. "A Map of Improvement and Change in East Renfrewshire" was appended to the report. This document provided details of contributions from each department and a broad-ranging coverage of some of the Council's key projects set out at a high level, organised by Single Outcome Agreement theme. Subject to the Cabinet's agreement, it was proposed that the finalised "Map of Improvement and Change in East Renfrewshire" be submitted to the meeting of the Council on 14 September 2016 for consideration.

The report concluded by highlighting that the Annual Efficiency Statement demonstrated the Council's continued success in driving out real tangible efficiencies and making savings, and that it was clear from the "Map of Improvement and Change in East Renfrewshire" and from recent updates on MAP itself, that there were significant programmes of work underway that were moving at a considerable pace right across the Council and the Health and Social Care Partnership.

The Cabinet:-

- (a) approved the Annual Efficiency Statement 2015/16 for submission to COSLA;
- (b) noted the progress being made to develop a new change programme for the future – the 'Modern Ambitious Programme (MAP)' and deliver efficiencies for 2016/17 and beyond; and
- (c) noted the terms of the draft summary "A Map of Improvement and Change in East Renfrewshire" and that a final version of the document would be submitted to the meeting of the Council on 14 September 2016.

## **END-YEAR PERFORMANCE REPORTS 2015/16**

**2132.** The Cabinet considered reports by the Chief Executive, Deputy Chief Executive and Directors of Education and Environment in relation to the end-year performance 2015/16 based on performance indicators and activities in the Outcome Delivery Plan (2015/18) and the respective services' departmental plans. Detailed performance information on each of the departments for 2015/16 was appended to the reports.

The reports summarised a high level overview of each department's performance at end-year 2015/16. The information presented showed a positive picture, with good progress being made on the indicators and activities set in each department it being noted that they were responding well to challenging circumstances and were continuing to deliver services efficiently and effectively.

The Cabinet approved the reports as summaries of the Chief Executive's Office, Corporate and Community Services Department, East Renfrewshire Culture and Leisure, and Environment Department end-year performance for 2015/16.

## **VARIATION TO CONTRACT – CROSSMILL BUSINESS UNITS AT GLASGOW ROAD, BARRHEAD**

**2133.** The Cabinet considered a report by the Director of Environment, advising of a variation to a contract in accordance with the terms of Clause 14 of the Council's Standing Orders Relating to Contracts.

The report provided background information regarding the award of the contract for the construction of 10 new commercial units at Crossmill Business Units at Glasgow Road, Barrhead to WH Malcolm at a cost of £981,528 which was part of the wider City Deal programme of work and was being funded from a combination of City Deal, Regeneration Capital Grant funding and Council capital.

The report explained that due to a number of unforeseen issues that had arisen during the course of the contract agreement on variations to the contract was required, and that as a result, a variation from the approved contract sum of £85,195 had been agreed in accordance with terms of Clause 14 of the Council's Standing Orders Relating to Contracts.

The Cabinet agreed to note:-

- (a) the variation to the contract with WH Malcolm of £85,195 from the approved contract sum; and
- (b) that the increase in costs was being funded from within the overall budget allocated against the project.

## **RESPONSE TO THE AUDIT AND SCRUTINY COMMITTEE'S INVESTIGATION ON FUNDING FOR COMMUNITY AND VOLUNTARY GROUPS**

**2134.** The Cabinet considered a report by the Deputy Chief Executive, providing details of a response to the Audit and Scrutiny Committee's investigation on Funding for Community and Voluntary Groups. Details of the committee's twenty one recommendations arising from its investigation together with the proposed response to each recommendation were appended to the report.

The Cabinet approved the response to the Audit and Scrutiny Committee's report of 7 April 2016 on its investigation on Funding for Community and Voluntary Groups.

## **FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 MARCH 2016**

**2135.** The Cabinet considered a report by the Chief Financial Officer, advising of the financial results for 2015/16 and comparing the out-turn with the final budgetary control statement for that year which was submitted to the meeting of the Cabinet on 7 April 2016.

The report demonstrated the continuing excellent financial performance of the Council and that subject to audit, the financial results contained within the accounts were satisfactory. Whilst noting that the Council's financial affairs had again been managed within its operational budget, the report highlighted that an overall surplus for the financial year of £2,595,000 had been recorded in the accounts.

The report also highlighted that after transfers to earmarked reserves, the Council's non-earmarked General Fund reserve had been reduced by £154,000 resulting in a balance of £8.880 million as at 31 March 2016. This represented 4% of the annual budgeted net revenue expenditure which was in line with the Council's policy.

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The report also provided details of transfers totalling £10.786 million that had been made from the General Fund balance to the Capital Reserve, Modernisation Fund, Repairs and Renewals Fund, and Insurance Fund and that £25.683 million had been invested in capital expenditure. Furthermore, the Housing Revenue Account recorded an operational surplus of £460,000 resulting in an accumulated surplus balance carried forward of £1.413 million.

The Cabinet:-

- (a) noted the out-turn position compared to the previous budgetary control report;
- (b) approved the transfers made from the General Fund Capital to the Capital Reserve Modernisation Fund, Repairs and Renewal Fund and Insurance Fund; and
- (c) noted that once the audit had been completed the final accounts would be submitted to a future meeting of the Council along with the External Auditor's report.

### **SCOTTISH FIRE AND RESCUE SERVICE – DRAFT STRATEGIC PLAN 2016/19**

**2136.** The Cabinet considered a report by the Deputy Chief Executive, seeking homologation of a response to a consultation circulated by the Scottish Fire and Rescue Service (SFRS) in relation to its Draft Strategic Plan 2016/19. A copy of the Strategic Plan was appended to the report.

The report explained that SFRS had produced its draft Strategic Plan which set out its commitments for the next three years and had issued a consultation in late June 2016 with a closing date for responses of 9 August 2016. However, the Council's response was not ready in time for the last meeting of the Cabinet on 16 June 2016 prior to recess.

The first strategic plan produced by SFRS focused on integrating the eight former Fire and Rescue Services operating in Scotland and was principally concerned with harmonising corporate frameworks, people, policies and operating procedures. SFRS was able to report success in these key areas.

Whilst noting that SFRS had identified five outcomes in its strategic plan, the report highlighted that throughout the consultation document there was a strong emphasis placed on working with partners and communities collaboratively. Details of the six key priorities set out in the consultation were also outlined in the report. These included amongst other things improved local outcomes, national and community resilience, and transformation. The Council's proposed response to the consultation was also detailed in the report.

The Cabinet homologated the response submitted to the Scottish Fire and Rescue Service in respect of its Draft Strategic Plan 2016/19.

### **SCOTTISH GOVERNMENT CONSULTATION ON DRAFT STRATEGIC POLICE PRIORITIES**

**2137.** The Cabinet considered a report by the Deputy Chief Executive, seeking approval of the Council's response to the Scottish Government's consultation on draft strategic police priorities. A copy of the consultation paper was appended to the report.

The report explained that the Council had previously responded to a Scottish Government consultation in relation to the strategic priorities for Police Scotland highlighting amongst other things that it wished to see continued positive collaboration with the Police service towards reducing crime and antisocial behaviour; and priority being given by the Police in its role of shared leadership associated with the Community Empowerment (Scotland) Act 2015.

Details of the six key strategic priorities for Police Scotland were outlined in the report. These included Localism, Prevention, Response, Collaborative Working, Accountability and Adaptability. The Council's response supported these priorities and at the same time asked for greater recognition being given to Police Scotland's responsibilities for shared leadership of community planning and community empowerment at a local level.

The Cabinet approved the Council's response to the Scottish Government's consultation on draft strategic police priorities.

CHAIR



**MINUTE**

of

**JOINT CONSULTATIVE COMMITTEE (FIRST TIER)**

**Minute of Meeting held at 2.00pm in the Council Chamber, Council Headquarters, Giffnock on 19 May 2016.**

**Present:**

Councillor Jim Fletcher  
Councillor Ian McAlpine

Councillor Gordon McCaskill  
Councillor Ralph Robertson

**Union Representatives:**

Mr Allan Cameron (UNITE)  
Ms Tracey Dalling (UNISON)  
Mr Steven Larkin (UNISON)  
Mr Brian Dunigan (UNITE)

Mr Gordon Lees (UNISON)  
Mr Alan Munro (EIS)  
Mr Des Morris (EIS)  
Mr David Nimmo (GMB)

**Attending:**

Caroline Innes, Deputy Chief Executive; Margaret McCrossan, Head of Accountancy (Chief Financial Officer); Sharon Beattie, Head of HR, Customer and Communications; Phil Daws, Head of Environment (Housing and Property Services); and Linda Hutchison, Senior Committee Services Officer.

Councillor Fletcher in the Chair

**Apologies:**

Mr Martin Doran (GMB); Mr John Guidi (SSTA); and Mr Mark Kirkland (UNISON).

**MINUTE OF PREVIOUS MEETING**

1. The committee considered and approved as a correct record the Minute of the meeting held on 21 January 2016.

**ONGOING BUDGET ENGAGEMENT PROCESS**

2. Under reference to the Minute of the meeting of 21 January 2016 (Item 2 refers) when the Council's budget and related financial difficulties had been discussed and it had been noted that there was a commitment to engage with the Trade Unions on savings proposals to address the anticipated funding gap that remained to be addressed, Mr Larkin commented that the Unions had not yet been advised of new savings proposals. He added that they had hoped to have been contacted before now, expressing concern about the possibility of this not happening until late summer.

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Having thanked the Trade Unions for supporting the recent national campaign against funding cuts, Councillor Fletcher referred to the value of such action and the positive impact it had had on the final financial settlement local authorities received for 2016/17, making particular reference to Integration Joint Board related funding that had been directed to local authorities, and the need to continue to apply pressure to secure fairer financial settlements in future. Thereafter he clarified that the Budget Strategy Group (BSG) had not yet met to discuss further possible savings measures and would not do so until next month, confirming that no political decisions on savings had been made thus far. Having referred to Government limits to be applied to increasing Council Tax levels, Councillor Fletcher commented that increased Council Tax revenue and use of some reserves could contribute to bridging the savings gap, but that other measures would also be required. He added that public consultation of the type undertaken previously was not planned, but that early discussion would take place with the Trade Unions on sensitive cuts and those impacting on the workforce, and that if the BSG was minded to do so there would be consultation with the Trade Unions and service users on savings measures with a public impact.

During discussion, in reply to Councillor McCaskill, Councillor Fletcher confirmed that no decision had yet been taken on the extent to which reserves would be used in future. Councillor McAlpine supported Councillor Fletcher's comments on the effectiveness of the recent national campaign against the cuts, referring also to the need to continue with the approach and wish to minimise cuts and avoid compulsory redundancies. Councillor Fletcher referred to the importance attached by all to avoiding compulsory redundancies if possible and to related discussions which would take place with the Trade Unions should this be proposed, such as regarding specialised service provision for example.

It was agreed to note the position and comments made.

### **EQUAL PAY SECOND WAVE CLAIMS**

3. In reply to Mr Nimmo who asked if the Council intended to settle any second wave equal pay claims which had not been raised through the Trade Unions, Councillor Fletcher clarified that he was not aware of any such claims, but that all those submitted, irrespective of how they were raised, would be dealt with in the same way and on their merits. Having clarified that most of the second wave claims had been settled and provided an update on the extent to which some were ongoing, he indicated that problems were not anticipated completing these.

In reply to Councillor McCaskill, Councillor Fletcher clarified that he was not aware of any third wave of claims, referred to the Council's status as an equal opportunities employer, commented on the good progress made on dealing with claims locally compared to some other areas, and thanked all officers involved in dealing with this issue.

Ms Dalling added that further claims could not be completely ruled out, referred to job evaluation issues and the need to avoid disparities in future, and confirmed that audits were being undertaken to identify issues to help avoid protracted actions. Thereafter Councillor McAlpine stressed the Council's commitment to addressing equal pay, commending the stage that had been reached locally.

It was agreed to note the position and comments made.

### **COUNCIL HEALTH AND SAFETY COMMITTEE**

4. The Committee considered the Minute of the meeting of the Council's Health and Safety Committee held on 10 February 2016.



Mr Larkin commented that the Minute was subject to amendment as it had already been agreed that reference should have been included to an issue that was raised but not recorded. Regarding the reference made to the Health and Social Care Partnership (HSCP) Joint Business Support Group encouraging staff to attend health and safety training, he commented that training was being arranged but not attended and sought further clarification on this. The Head of Environment (Housing and Property Services) clarified that he was unsure of the current position, undertaking to raise this at the next meeting of the Committee.

Regarding the Accident and Incident Reporting System (AIRS) which was raised, the Head of Environment (Housing and Property Services) reported that he understood that it had been checked already that information held in hard copy had been uploaded to AIRS and matched that kept electronically therefore.

The committee noted:-

- (a) that the Head of Environment (Housing and Property Services) would raise the HSCP health and safety training issue discussed at the next meeting of the Health and Safety Committee; and
- (b) otherwise, the Minute and that it was subject to amendment.

#### **DATE OF NEXT MEETING**

5. The committee noted that the next meeting was scheduled to take place on Thursday, 22 September May 2016.

#### **VALEDICTORY**

6. Councillor Fletcher paid tribute to the contribution which Mr Munro and Mr Cameron, who were retiring, had made to discussions and the work of the Committee over a number of years. In particular, he referred to Mr Munro's role as Joint Chair, thanked them for their hard work and wished them both well for the future.

Mr Munro and Mr Cameron replied in suitable terms, during which Mr Cameron commended the work of officers, the approach of Members and the Council to discussions on a range of issues some of which had been difficult, and the way accommodation had been reached on various matters.

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