

MINUTE
of
CABINET

Minute of Meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock on 3 December 2015.

Present:

Councillor Danny Devlin
Councillor Elaine Green

Councillor Alan Lafferty
Councillor Ian McAlpine

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; Jim Sneddon, Head of Democratic and Partnership Services; Candy Millard, Head of Strategic Services; Lesley Bairden, Chief Financial Officer – Health and Social Care Partnership; Jamie Reid, Community Resources Manager; Joe Abrami, Principal Solicitor; Stuart Free, Principal Officer (Asset Management); Andrew Gibson, Senior Environment Officer; and Paul O’Neil, Committee Services Officer.

Apologies:

Councillors Jim Fletcher (Leader); Tony Buchanan (Deputy Leader); Mary Montague and Vincent Waters.

Chair

In the absence of the Leader and Deputy Leader, it was agreed that Councillor Lafferty would chair the meeting.

DECLARATIONS OF INTEREST

1825. There were no declarations of interest intimated.

STRATEGIC MID-YEAR PERFORMANCE REPORT 2015/16

1826. The Cabinet considered a report by the Deputy Chief Executive, providing a summary of the Community Planning Partnership and Council mid-year performance in 2015/16 based on performance indicators in the Single Outcome Agreement (2013/16) and Outcome Delivery Plan (2015/18). Detailed performance results were attached as Annex 1 to the report. Also appended to the report were details on the focus and priorities of the Performance and Accountability Review following discussion of the performance of the Community Planning Partnership at its meeting on 10 November 2015 and details of mid-year complaints.

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The report summarised the performance of East Renfrewshire Community Planning Partnership and the Council at mid-year 2015/16. The information presented showed an overall positive picture. The Council continued to respond well to a range of challenging circumstances whilst striving to deliver highly valued services and achieve positive outcomes for its local residents.

The Cabinet agreed to:-

- (a) approve the report as a summary of the Community Planning Partnership and Council's mid-year performance for 2015/16;
- (b) note the advice note appended as Annex 3 on the focus and priorities of the Performance and Accountability Review following its discussion of Community Planning Partnership Performance at the meeting on 10 November 2015; and
- (c) note the mid-year complaints report appended as Annex 4 to the report.

YOUNG PERSONS SERVICES ANNUAL REPORT 2015

1827. The Cabinet considered a report by the Deputy Chief Executive, advising of the performance of Young Persons Services during the 2014/15 school year. A copy of the Annual Report was appended to the report.

The Cabinet noted the performance of the Young Persons Services during 2014/15 school year and the areas for improvement that would be worked on over the coming year.

CHARGING FOR SERVICES 2016/17

1828. The Cabinet considered the undernoted reports by the appropriate directors regarding the outcome of the charging for services exercises carried out in each of the departments and recommending proposed fees and charges for 2016/17.

The reports referred to the range of services reviewed within each department, the outcome of the reviews, proposed changes and associated resource implications:-

- (i) Chief Executive's Office – Licensing;
- (ii) Education Department;
- (iii) Environment Department; and
- (iv) Health and Social Care Partnership.

The Cabinet agreed:-

- (a) Chief Executive's Office – Licensing;
 - (i) to alter charges for 2016/17 in accordance with the table in Appendix 1 (with the exception of the free charges for wheelchair accessible vehicles which would only be introduced in the circumstances explained in recommendation (iv) below), the increases were approximately 1.8% in line with inflation over the intervening period since the last increase;

- (ii) to introduce split rate licensing for Street Traders and Window Cleaners businesses and Street Trader and Window Cleaner employees in line with the rates shown in Appendix 1;
 - (iii) to introduce a new same day service surcharge that alters the charge for a taxi knowledge test to take account of the new practical element; and
 - (iv) that delegated powers be granted to the Chief Officer – Legal and Procurement to decide on behalf of the Cabinet to introduce the free charges in Appendix 1 only if the Licensing Committee decided to recommend to the Cabinet a continuation of the free licence fees for a further period in accordance with the terms of the Minute of that committee of 3 March 2015.
- (b) that the results for charging for service reviews as detailed in the other reports be approved; and
- (c) Integrated Health and Social Care Partnership;
- (i) to note the update on current charging position in the Health and Social Care Partnership; and
 - (ii) to note the proposal to submit a report to a future meeting agreeing new charging arrangements, subject to the outcome of national discussions with COSLA and the Scottish Government on social care charging.

GENERAL FUND CAPITAL PROGRAMME 2015/16

1829. The Cabinet considered a report by the Chief Financial Officer, monitoring expenditure as at 10 November 2015 agreed against the approved Capital Programme for 2015/16 and recommending adjustments where necessary in light of issues that had arisen since the programme had been approved.

The report highlighted the latest developments relating to the programme, including the latest income and expenditure movements and cash flow management issues and indicated that the projected shortfall of £49,000 representing 0.2% of the resources available was within manageable limits. It was noted that a review of the impact of inflation on capital projects was ongoing and would be reported back to a future meeting once completed.

The Cabinet agreed to:-

- (a) **recommend to the Council** that the proposed adjustments to the General Fund Capital Programme 2015/16 be approved; and
- (b) note that the shortfall of £49,000 would be managed and reported on a regular basis.

HOUSING CAPITAL PROGRAMME 2015/16

1830. The Cabinet considered a joint report by the Chief Financial Officer and Director of Environment, monitoring expenditure as at 10 November 2015 against the approved Housing Capital Programme 2015/16 and recommending adjustments where necessary in light of issues that had arisen since the programme had been approved.

The report highlighted the latest developments relating to the programme, including the latest income and expenditure movements and cash flow management issues and indicated that the projected shortfall of £17,000 representing 0.3% of the resources available was within manageable limits.

The Cabinet agreed to:-

- (a) **recommend to the Council** that the movements within the Housing Capital Programme 2015/16 be approved; and
- (b) note that the shortfall of £17,000 would be managed and reported on a regular basis.

REVENUE BUDGET MONITORING

1831. The Cabinet considered a report by the Chief Financial Officer, providing details of the position in respect of the undernoted revenue budgets for the period to 9 October 2015 and making recommendations in respect of the variances which had been identified during this period:-

- (i) Objective and Subjective Summaries;
- (ii) Education;
- (iii) Health and Social Care Partnership;
- (iv) Environment;
- (v) Environment – Support;
- (vi) Corporate and Community – Community Resources;
- (vii) Corporate and Community – Support;
- (viii) Chief Executive’s Office;
- (ix) Other Expenditure and Income and Other Housing;
- (x) Housing Revenue Account.

The report highlighted that some adjustments had been made to the budgets since they had been approved earlier in the year and in terms of the overall budget performance, the estimated year-end position showed a net favourable variance on net expenditure of £562,900 based on current information.

For General Fund services the projected underspend was £660,300. The report explained that this variance was anticipated in addition to the planned transfer to reserves of £1,010,000 agreed at the meeting of the Council on 12 February 2015. Furthermore, the Housing Revenue Account was currently forecasting an overspend of £97,000. This had arisen due to the fact that overheads must now be recovered only from revenue works and not from capital projects although management action was being taken to address the issue.

Whilst noting that the provisions of the Local Government in Scotland Act 2003 placed a statutory requirement on significant trading operations to achieve a break even position over a rolling three year period, the report indicated that none of the Council's services fell within the definition of a significant trading operation.

The report concluded by indicating that the Council's projected revenue out-turn position was an operational underspend of £562,900 and 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. 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 current financial position at this time, agreed that:-

- (a) all departments currently on target to remain within budget be required to monitor and maintain this position to the year end;
- (b) those departments currently forecasting a year end overspend position be required to take action to bring net expenditure back within budget; and
- (c) all service departments ensure that effective control and measurement of agreed operational efficiencies were undertaken on a continuous basis.

PROPOSED LICENCE TO OCCUPY AT MCHAFFIE'S FIELD, NEILSTON

1832. Under reference to the Minute of the meeting of 20 August 2015, (Page 1558, Item 1663 refers) when it was agreed amongst other things to approve a licence to occupy an area of land at McHaffie's Field, Neilston to the McHaffie's Field Association the Cabinet considered a report by the Director of Environment, seeking approval to agree a licence to occupy McHaffie's Field, Neilston to Sykes Terrace/Hamilton Place Residents Association.

The report explained that the proposed licence to occupy McHaffie's Field had already been agreed by the Cabinet and authority was now sought for the licence to be made out in the name of the relevant organisation which was 'Sykes Terrace/Hamilton Place Residents Association'.

The Cabinet:-

- (a) approved a licence to occupy an area of land at McHaffie's Field, Neilston to Sykes Terrace/Hamilton Place Residents Association; and
- (b) that delegated powers be granted to the Director of Environment in consultation with the Chief Officer – Legal and Procurement to make the necessary arrangements.

Resolution to Exclude Press and Public

At this point in the meeting, on the motion of the Chair, the Cabinet unanimously resolved that in accordance with the provisions of Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the following item of business on the grounds it involved the likely disclosure of exempt information as defined in Paragraphs 6, and 9 of Part I of Schedule 7A to the Act.

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PROPOSED LAND ACQUISITION AT AURS ROAD, BY NEWTON MEARNES

1833. The Cabinet considered a report by the Director of Environment, seeking approval to acquire approximately 0.73 hectares (1.8 acres) of agricultural land adjacent to Aurs Road, subject to detailed design, to enable the creation of a footpath and the realignment of Aurs Road between Barrhead and Newton Mearns.

The Cabinet:-

- (a) approved the proposed acquisition of agricultural land as detailed in the report from the current owner; and
- (b) agreed that delegated powers be granted to the Director of Environment, in consultation with the Chief Officer – Legal and Procurement, to finalise negotiations and acquire the land required to progress and conclude the acquisition.

CHAIR