

## EXECUTIVE COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 26 September 2018

**Chair:**

Councillor John Ross (ex officio)

**Councillors Present:**

Councillor Alex Allison, Councillor John Anderson, Councillor John Bradley, Councillor Walter Brogan, Councillor Robert Brown, Councillor Graeme Campbell, Councillor Maureen Chalmers (Depute), Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Poppy Corbett (*substitute for Councillor Le Blond*), Councillor Peter Craig, Councillor Fiona Dryburgh, Councillor Joe Fagan, Councillor Allan Falconer, Councillor Alistair Fulton, Councillor Eileen Logan, Councillor Katy Loudon, Councillor Joe Lowe, Councillor Catherine McClymont (*substitute for Councillor Hamilton*), Councillor Hugh Macdonald (*substitute for Councillor McGuigan*), Councillor Colin McGavigan, Councillor Mark McGeever, Councillor Gladys Miller, Councillor Richard Nelson, Councillor Mo Razzaq (*substitute for Councillor McLachlan*), Councillor David Shearer, Councillor Josh Wilson

**Councillors' Apologies:**

Councillor Lynsey Hamilton, Councillor Ann Le Blond, Councillor Jim McGuigan, Councillor Davie McLachlan

**Attending:**

**Chief Executive's Service**

L Freeland, Chief Executive

**Community and Enterprise Resources**

M McGlynn, Executive Director

**Education Resources**

T McDaid, Executive Director

**Finance and Corporate Resources**

P Manning, Executive Director; G Bow, Administration Manager; T Little, Head of Communications and Strategy; G McCann, Head of Administration and Legal Services; K McVeigh, Head of Personnel Services; L Wyllie, Administration Assistant

**Housing and Technical Resources**

D Lowe, Executive Director

**Social Work Resources/Health and Social Care**

L Purdie, Head of Children and Justice Services

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### 1 Declaration of Interests

No interests were declared.

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### 2 Minutes of Previous Meeting

The minutes of the meeting of the Executive Committee held on 15 August 2018 were submitted for approval as a correct record.

**The Committee decided:** that the minutes be approved as a correct record.

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### **3 Capital Budget Monitoring for Period 6 – 1 April to 17 August 2018**

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A report dated 27 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the physical and financial progress at 17 August 2018 on the various Capital Programmes.

The General Fund Capital Programme included Education Resources, Social Work Resources, Roads and Transportation and General Services. The General Fund Programme totalled £73.343 million and the Housing Capital Programme £53.664 million.

At 17 August 2018, £15.466 million had been spent on the General Fund Capital Programme and £17.000 million on the Housing Capital Programme.

A review had been undertaken of both the Schools' Modernisation Programme, which was due to conclude in 2019, and the Growth and Capacities budget within the overall Capital Programme. Based on current predictions, it was forecast that a saving on the Schools' Modernisation Programme of £3.000 million against a remaining budget programme budget of £21.420 million would be realised in 2019/2020.

#### **The Committee decided:**

- (1) that the position on the various Capital Programmes for 2018/2019, as detailed in the report, be noted;
- (2) that the outcome of the review of the Schools' Modernisation Programme and Growth and Capacity budget be noted;
- (3) that the proposed adjustments to the General Fund Programme, as detailed in Appendix 2 to the report, be approved; and
- (4) that the revised programmes be monitored by the Financial Resources Scrutiny Forum.

*[Reference: Minutes of 15 August 2018 (Paragraph 3)]*

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### **4 Revenue Budget Monitoring for Period 6 – 1 April to 17 August 2018**

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A report dated 27 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted comparing actual expenditure against budgeted expenditure for the period ending 17 August 2018.

The figures included an underspend of £3.687 million on the General Fund Revenue Account and a breakeven position on the Housing Revenue Account.

The underspend on the General Fund Revenue Account included:-

◆ superannuation on overtime	£0.500 million
◆ loan charges	£3.422 million
◆ early years' service in Education Resources	£0.232 million

The underspends in those areas would be partly offset by an overspend of £0.467 million on residential schools/external placements within Social Work Resources.

At this stage in the year, it was forecast that there would be an underspend of £6.300 million at the year end. Included within the underspend, was £2.300 million which was ring-fenced to the Pupil Equity Fund, leaving £4.000 million which was uncommitted and could be considered for use in the 2019/2020 Revenue Budget Strategy.

A number of other elements impacting on the Revenue Budget for 2018/2019 were detailed in the report.

**The Committee decided:**

- (1) that the underspend on the General Fund Revenue Account at 17 August 2018 and forecast to 31 March 2019 be noted;
- (2) that the intention to use the uncommitted element of the forecast underspend of £4.000 million in the 2019/2020 Revenue Budget Strategy be noted; and
- (3) that the breakeven position on the Housing Revenue Account at 17 August 2018 and forecast to 31 March 2019 of a breakeven position be noted.

*[Reference: Minutes of 15 August 2018 (Paragraph 4)]*

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## **5 Trading Services' Financial Performance for Period 6 – 1 April to 17 August 2018**

A report dated 27 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the projected financial results for 2018/2019 for the Council's Trading Services.

The target for Trading Services' surpluses had been set at £11.466 million. In the period to 22 June 2018, this was revised to £11.937 million. In the period to 17 August 2018, the figure had been further revised to £11.941 million to reflect a transfer of budget that had taken place as a result of the realignment of savings.

At 17 August 2018, surpluses of £4.314 million had been achieved.

**The Committee decided:** that the surpluses achieved to 17 August 2018 of £4.314 million be noted.

*[Reference: Minutes of 15 August 2018 (Paragraph 5)]*

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## **6 Additional Funding from the Scottish Government and Other External Sources**

A report dated 23 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on additional revenue funding totalling £0.428 million, made available to Social Work Resources from the Scottish Government and the Scottish Legal Aid Board to support the:-

- ◆ new mandatory reconsideration process introduced by the Department for Work and Pensions
- ◆ Scottish Attainment Challenge in respect of Care Experienced Children and Young People

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 27 June 2018 (Paragraph 8)]*

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## **7 Land and Property Transfers and Disposals**

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A report dated 28 August 2018 by the Executive Director (Housing and Technical Resources) was submitted on recommendations to declare certain areas of land and property surplus to operational requirements.

The recommendations had been made in terms of agreed procedures for dealing with surplus land and property.

### **The Committee decided:**

- (1) that the area of land, as detailed in Appendix A to the report, be transferred from Community and Enterprise Resources to Education Resources; and
- (2) that the areas of land, as detailed in Appendix B to the report, be declared surplus to Council requirements.

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## **8 Schools' Modernisation Programme Update and Transfer of Funding to St Mary's Primary School, Hamilton and St Charles' Primary School, Cambuslang**

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A joint report dated 3 September 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted:-

- ◆ providing an update on the Schools' Modernisation Programme as it neared its completion
- ◆ highlighting that the growth in pupil numbers remained an issue and that monitoring the adequacy of the school estate would be an ongoing process
- ◆ on proposals to utilise identified funding to allow 2 primary school extension projects to commence in the short term

Following an assessment of the Schools' Modernisation Programme as it neared completion, a number of projects had been identified which required a funding solution to allow them to progress.

It had been identified that there were 2 schools, St Mary's Primary School, Hamilton and St Charles' Primary School in Cambuslang, where accommodation pressures existed and where an interim solution had been put in place. At both schools, a permanent solution was now required and details of the projects to increase capacity at both schools were provided in the report.

The total cost of the projects had been estimated at £4.400 million and would be met by a saving of £3.000 million on the overall Schools' Modernisation Programme, £0.400 million from developer contributions and the remaining £1.000 million from borrowing.

Work would continue to identify any future accommodation issues within the overall Schools' Modernisation Programme and a further report would be submitted to this Committee as part of the future long term strategy on capital investment.

### **The Committee decided:**

- (1) that the progress and achievements within the Schools' Modernisation Programme be noted; and
- (2) that the projects at St Mary's Primary School, Hamilton and St Charles' Primary School, Cambuslang and the associated funding package, be approved.

*[Reference: Minutes of 14 December 2016 (Paragraph 12)]*

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## 9 Recommendations Referred from Resource Committees

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A report dated 14 September 2018 by the Chief Executive was submitted on recommendations which had been referred to this Committee by the Community and Enterprise Resources Committee of 21 August 2018 and the Housing and Technical Resources Committee of 22 August 2018.

The recommendations of the Resource Committees were as follows:-

### **Community and Enterprise Resources Committee**

- ♦ that the Community and Enterprise Resources' Resource Plan 2018/2019 be approved

*[Reference: Minutes of the Community and Enterprise Resources Committee of 21 August 2018 (Paragraph 6)]*

### **Housing and Technical Resources Committee**

- ♦ that the Housing and Technical Resources' Resource Plan 2018/2019 be approved

*[Reference: Minutes of Housing and Technical Resources Committee of 22 August 2018 (Paragraph 8)]*

**The Committee decided:** that the recommendations referred by the Community and Enterprise Resources and Housing and Technical Resources Committees in relation to Resource Plans for 2018/2019 be approved.

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## 10 Council Complaints Report – SPSO Annual Overview 2017/2018

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A report dated 5 September 2018 by the Executive Director (Finance and Corporate Resources) was submitted:-

- ♦ detailing the performance of the Council in terms of handling complaints during 2017/2018 against the Scottish Public Services Ombudsman (SPSO) indicators
- ♦ on improvement activity to be undertaken as a result of the analysis of complaints
- ♦ providing details of customer feedback on complaints handling

Performance against the 8 SPSO indicators was detailed in the report.

This was the first year that Social Work Resources had been measured against the indicators and performance reflected the transition for the Resource to adopt the new timescales. Required actions were being implemented within the Resource to improve the timescales in handling complaints. This action included further training and raising the options available in relation to escalating complaints.

In compliance with the requirements of SPSO Indicator 8, Customer Satisfaction feedback had been gathered from customers who had been through the complaints process. The feedback received for 2017/2018 was summarised in Appendix 2 to the report.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 27 September 2017 (Paragraph 20)]*

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## 11 Local Government Benchmarking Framework 2016/2017 – Final Results and Action Plan

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A report dated 20 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the Local Government Benchmarking Framework (LGBF) results for 2016/2017.

In terms of the Council's performance, 38 (52%) of indicators had shown an improvement from the year before compared with 31 (47%) previously. In terms of comparison with the Scottish average, 39 (53%) of the Council's indicators had performed better compared with 37 (56%) in the previous year.

The final LGBF results were detailed in Appendix 1 to the report together with a range of improvement actions which had been identified and would be progressed by Resources following a detailed analysis of the 2016/2017 results.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 8 March 2017 (Paragraph 26)]*

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## 12 Review of the Annual Performance Report

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A report dated 28 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on proposed changes to the way the Council would fulfil its duties through the Annual Performance Report (APR).

Within the Council's annual audit report for 2016/2017, it had been identified that the level of detail within the Council's APR might obscure the key messages and that the Council should consider a review of the structure of the report for future years.

Taking those comments into account, the Council's approach to the APR would be refreshed and simplified to replace the current document with an Annual Performance Spotlights Report containing "bite sized" web content performance information on a one per Council objective basis. Details of the content of the Performance Spotlights were provided in the report and samples of the new format were given in an attached appendix.

The other key elements of the Council's Public Performance Reporting (PPR), including PPR reports on the Council's website and the Local Government Benchmarking Framework analysis, would remain unchanged. This would ensure that the Council continued to meet the Accounts Commission's Direction in terms of the information that must be published to satisfy comparison, benchmarking and Best Value responsibilities.

**The Committee decided:**

- (1) that the intention to move from the current method of Public Performance Reporting to the use of Annual Performance Spotlights be noted; and
- (2) that it be noted that the current arrangements for publishing the Public Performance Reports (PPRs) on the Council's website would remain unchanged.

*[Reference: Minutes of 6 December 2017 (Paragraph 12)]*

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### **13 Free School Meals and Clothing Grants**

A report dated 30 August 2018 by the Executive Director (Finance and Corporate Resources) was submitted on the implementation of the budget initiative relating to automated entitlement to free school meals and clothing grants.

Details were provided confirming an increase in free school meals and clothing grants of 755 (11.9%) and 1,707 (18.8%) respectively for the period August 2017 to August 2018.

Figures projecting the awards for 2018/2019 showed increases of 1,365 (19.7%) for free school meals and 2,260 (18.8%) for clothing grants. The figures represented an increase in excess of the original estimates.

Updated information had been posted on the Council's website on the arrangements for auto entitlement and the online form had also been amended to advise customers of the new arrangements prior to completing the form.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of South Lanarkshire Council of 28 February 2018 (Paragraph 3)]*

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### **14 2018 Review of UK Parliament Constituencies**

A report dated 12 September 2018 by the Chief Executive was submitted on the Boundary Commission for Scotland's 2018 Review of UK Parliament Constituencies.

On 18 September 2018 the Boundary Commission for Scotland had submitted its recommendations on the 2018 Review of UK Parliament Constituencies to the Secretary of State for Scotland and those were laid before Parliament on 10 September 2018.

The final recommendations for constituencies were detailed in Appendix 1 to the report.

Updated information on the 2018 Review could be found on the Commission's website and all comments received could be viewed on the Boundary Commission's consultation site.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 6 December 2017 (Paragraph 21)]*

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### **15 Urgent Business**

There were no items of urgent business.

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