

## PERFORMANCE AND REVIEW SCRUTINY FORUM

Minutes of meeting held in Committee Room 2, Council Offices, Almada Street, Hamilton on 18 January 2011

**Chair:**

Councillor Edward McAvoy

**Councillors Present:**

Eileen Baxendale, Jim Docherty, Ian Gray, Alex McInnes, Anne Maggs, John Murray

**Councillors' Apologies:**

Jackie Burns, Graeme Horne

**Attending:****Chief Executive's Service**

A Strang, Chief Executive; H McNeil, Head of Improvement

**Community Resources**

I Guild, Land Manager (Grounds), Blantyre; S Kelly, Head of Facilities, Fleet and Ground Services

**Corporate Resources**

G Bow, Administration Adviser

**Education Resources**

L Forde, Executive Director; A Batchelor, Head of Education (Inclusion); S Fellows, Head of Education (Resources); D Hinshelwood, Support Services Manager

**Enterprise Resources**

S Carey, Regeneration and Inclusion Manager

**Social Work Resources**

H Stevenson, Executive Director; A Anderson, Adult and Older People Manager; B Hutchinson, Personnel and Improvement Service Manager

**Also Attending:****Unison**

S Smellie

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**1 Declaration of Interests**

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No interests were declared.

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**2 Minutes of Previous Meeting**

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The minutes of the meeting of the Performance and Review Scrutiny Forum held on 26 October 2010 were submitted for approval as a correct record.

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

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**3 Day Opportunities For Adults - Report on Best Value Review**

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A report dated 10 January 2011 by the Executive Director (Social Work Resources) was submitted on:-

- ◆ work undertaken to progress the development of Day Opportunities for Adults
- ◆ progress achieved in implementing a pilot project offering clients 3 support models

Following a Best Value Review of Day Opportunities for Adults, work had been undertaken to develop updated services for adults including options to produce efficiencies.

The Adult and Older People Manager gave a presentation on proposals to progress a pilot project at the South Lanarkshire Lifestyles facility in Fairhill including:-

- ◆ the development of 3 models of support comprising a day centre model, a support model and a facilities model
- ◆ the consultation process undertaken prior to the pilot project proposals
- ◆ the models of support being developed
- ◆ proposals to evaluate the outcomes from the pilot project

At this stage it was not possible to calculate the savings that could be made by implementing the proposals. However, the pilot project would allow more accurate forecasts should the service be redesigned in the future.

**The Forum decided:**

- (1) that the proposed models of support be endorsed; and
- (2) that the details of the pilot project, scheduled to commence at South Lanarkshire Lifestyles Fairhill in March 2011, be noted.

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#### **4 Progress Report on Best Value Review of “More Choices, More Chances” Provision**

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A joint report dated 24 December 2010 by the Executive Directors (Education Resources) and (Enterprise Resources) was submitted on recommendations and outcomes arising from the Best Value Review of “More Choices, More Chances”.

The Best Value Review Group had made 10 specific recommendations and had developed an associated Action Plan in 2009. Progress made against each of the recommendations was detailed. All actions had been progressed and now required to be sustained over the longer term.

The Head of Education (Inclusion) gave a presentation on:-

- ◆ the background to the review
- ◆ the key findings arising from the review
- ◆ a summary of the improvement actions
- ◆ progress made to date in implementing the key actions
- ◆ the outcome of the school leaver destination survey for 2009/2010
- ◆ key issues at a local and national level
- ◆ the next steps in the process

A number of proposed actions had been identified and details of those were provided. Those actions included the development of a revised Action Plan that would prioritise the activities which were having a positive impact and producing better outcomes for young people.

**The Forum decided:**

- (1) that the progress made on the “More Choices, More Chances” Best Value Review Action Plan be noted; and
- (2) that the future proposals, as detailed in the report, be endorsed.

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## **5 Public Performance Reporting**

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A report dated 18 November 2010 by the Chief Executive was submitted on:-

- ◆ the results from the Citizens' Panel Focus Groups
- ◆ a survey on Public Performance Reporting together with the current version of the Council's Public Performance Reporting Schedule

The key points discussed in the Focus Groups had been:-

- ◆ South Lanarkshire Reporter – level of interest, use, regularity, balanced picture of performance
- ◆ Public Performance Reporting Schedule – level of interest and use
- ◆ Single Outcome Agreement – format, content (human interest stories and statistics)

The results from those discussions had been used to form the basis of a questionnaire issued to all members of the Citizens' Panel in July 2010. Craigforth, the company currently appointed to manage the Citizens' Panel, had issued the questionnaire and had analysed the responses.

The key issues raised in the report were detailed and any action required would be progressed by the Executive Director (Corporate Resources). Summary information on the results of the survey would be included in the next appropriate Citizens' Panel Newsletter.

The Public Performance Reporting schedule would continue to be held on the website and would be updated every 6 months as appropriate.

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

*[Reference: Minutes of 29 September 2009 (Paragraph 5)]*

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## **6 Member/Officer Task and Finish Group - Community Councils**

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A report dated 10 January 2011 by the Executive Director (Corporate Resources) was submitted on progress made by the Member/Officer Task and Finish Group established to carry out a review of the arrangements for administering Community Councils.

Finalised model documents, which had been endorsed by COSLA and the Scottish Government, had been forwarded to councils to allow them to carry out a review of their existing Community Council arrangements.

It had been agreed to progress the review of the current arrangements by establishing a Member/Officer Task and Finish Group. The Group, chaired by Councillor McDonald, had met on 6 occasions to date. Good progress had been made by the Group which had completed its consideration of the various model documents.

The revised documents had also been circulated and discussed with Community Councillors at the Community Council annual event held in November 2010. The feedback from those Community Councillors present would, as far as possible, be incorporated in the documents before they were finalised.

The next steps would be to progress a review of Community Council boundaries and naming conventions and it was proposed that the Task and Finish Group remain in place to assist with this process.

Following consideration by the Group, the proposals would be the subject of a period of statutory consultation prior to formal approval by the Council.

**The Forum decided:**

- (1) that the progress made by the Member/Officer Task and Finish Group established to review the current arrangements for administering Community Councils be noted; and
- (2) that the Member/Officer Task and Finish Group continue to operate to assist with the review of Community Council boundaries and naming conventions.

*[Reference: Minutes of 18 May 2010 (Paragraph 3)]*

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## **7 Member/Officer Task and Finish Group - School Transport**

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A report dated 6 December 2010 by the Executive Director (Education Resources) was submitted on the outcome of a review carried out by the Member/Officer Task and Finish Group which had been established to consider the options and outline proposals aimed at setting up and implementing an inclusive and efficient school transport model within the legislative criteria.

During its review, the Group had considered the following issues:-

- ◆ qualification distances with regards to mainstream school transport
- ◆ qualification distances with regard to Gaelic transport
- ◆ the use of taxi contracts and Fleet Services' vehicles for Additional Support Needs' (ASN) transport
- ◆ the services provided by Strathclyde Partnership for Transport (SPT)
- ◆ the use of fleet vehicles for school trips
- ◆ ASN provision for families who had a vehicle through a motability scheme
- ◆ the possibility of Fleet Services undertaking the function currently carried out by SPT in relation to mainstream school transport
- ◆ paid privilege transport

The outcome of discussions on each of those areas, including the level of efficiency savings if the proposals were implemented, was provided.

**The Forum decided:**

- (1) that the work undertaken by the Member/Officer Task and Finish Group in the course of its review of school transport be noted; and
- (2) that the following proposals arising from the review be referred to the Executive Committee for consideration:-
  - ◆ that the eligible mainstream transport distance for primary aged pupils be home address more than 2 miles from catchment school and, for secondary aged pupils, home address more than 3 miles from catchment school
  - ◆ that the eligible Gaelic transport distance for primary school aged pupils be home address more than 2 miles from catchment school and, for secondary aged pupils, home address more than 3 miles from catchment school
  - ◆ that the Council continue to review its ASN transport provision
  - ◆ that further consideration be given to how Fleet Services' vehicles could be used more efficiently for school journeys
  - ◆ that a review of paid privilege transport be undertaken following the Easter holidays 2011
  - ◆ that the Member/Officer Task and Finish Group be reconvened, as appropriate, to consider future workstreams in relation to school transport

*[Reference: Minutes of 18 May 2010 (Paragraph 3)]*

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## **8 Member/Officer Task and Finish Group - Review of Fixed Play Areas**

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A report dated 6 January 2011 by the Executive Director (Community Resources) was submitted on the outcome of a review of fixed play areas carried out by the Member/Officer Task and Finish Group established for that purpose.

The key objectives of the Group had been to:-

- ◆ establish, through a robust audit, the current condition, value and level of provision of fixed play areas throughout the authority area
- ◆ generate clear principles of play provision, acknowledging key areas of play value (as recognised by the National Playing Fields Association) and sustainability, which would be the foundation on which to build a strategic approach towards fixed play provision
- ◆ recommend a course of action to address the current high level of provision and low level of play value, health and safety and antisocial behaviour issues

Details of how the review had been progressed and the findings were provided in the report and the various appendices.

### **The Forum decided:**

- (1) that the work undertaken by the Member/Officer Task and Finish Group in the course of its review of fixed play areas be noted;
- (2) that the following issues arising from the review of fixed play areas be noted:-
  - ◆ the large number of play areas (357) which the Council had and which provided a differential play value
  - ◆ the value provided by fixed play areas in regard to children's physical, mental and social wellbeing
  - ◆ the service options available to the Council in terms of the future management of its play areas
  - ◆ the preferred service option arising from the review to reduce the number of fixed play areas by 118 and the intention to develop a reinvestment programme covering the remaining 239 fixed play areas
  - ◆ the intention to allocate any planning gain contribution (less than £25,000) to improve the provision of children's fixed play areas
  - ◆ the intention to make appropriate use of surplus fixed play area sites
- (3) that the proposals arising from the review be submitted to the Executive Committee for further consideration.

*[Reference: Minutes of 18 May 2010 (Paragraph 3)]*

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## **9 Urgent Business**

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There were no items of urgent business.