

# PERFORMANCE AND REVIEW SCRUTINY FORUM

Minutes of meeting held via Microsoft Teams on 17 August 2021

## **Chair:**

Councillor John Ross

## **Councillors Present:**

Councillor Alex Allison, Councillor Robert Brown, Councillor Maureen Chalmers, Councillor Gerry Convery, Councillor Peter Craig, Councillor Maureen Devlin, Councillor Joe Fagan, Councillor Katy Loudon, Councillor Jared Wark

## **Attending:**

### **Chief Executive's Service**

C Sneddon, Chief Executive

### **Community and Enterprise Resources**

S Clelland, Head of Fleet and Environmental Services; P Elliott, Head of Planning and Economic Development; I Guild, Grounds Manager; C Park, Head of Roads and Transportation Services; G Simpson, Development Adviser

### **Education Resources**

D Dickson, Education Operations Manager

### **Finance and Corporate Resources**

P Manning, Executive Director; T Little, Head of Communications and Strategy; K McLeod, Administration Assistant; S McLeod, Administration Officer; L Marshall, Finance Adviser; N Reid, Improvement and Community Planning Manager

### **Housing and Technical Resources**

L Hayes, Performance and Support Adviser

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

I Beattie, Head of Health and Social Care (Hamilton and Clydesdale); M Kane, Service Development Manager

### **South Lanarkshire Leisure and Culture Limited**

D Booth, General Manager

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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 Performance and Review Scrutiny Forum held on 18 May 2021 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 Annual Performance Spotlights 2020/2021**

A report dated 12 July 2021 by the Executive Director (Finance and Corporate Resources) was submitted on the Annual Performance Spotlights for 2020/2021.

At its meeting on 4 September 2018, the Forum had considered a report which set out plans to review the Annual Performance Report (APR) element of the Council's public performance reporting (PPR) approach. Consequently, a new approach had been developed which replaced the APR document with Annual Performance Spotlights (APS). The APS provided "bite sized" web content performance information for each objective contained in 'Connect', the Council Plan, together with the theme Delivering the Plan and Achieving Best Value. Each APS consisted of:-

- ◆ a case study
- ◆ a selection of infographics
- ◆ links to other related material

The infographics contained in the 2020/2021 APS were attached as Appendix 1 to the report. In response to points raised by the Accounts Commission in the Council's Best Value Assurance Report (BVAR) 2019, the 2020/2021 APS had been improved by:-

- ◆ including, for each infographic, trend information with a clear indication as to whether performance had improved and if the target, where applicable, had been met
- ◆ providing a link, directly below the infographic on the website, to supporting data, further reports or more detailed information

A suite of public performance reports, focusing on key areas of Council business, would continue to be prepared to complement the APS. The format of the APS would be reviewed on an ongoing basis to ensure the documents kept pace with public expectations and with Audit Scotland's requirements in respect of public performance reporting, continuous improvement and Best Value. The APS for 2020/2021 would become live on the Council's website in September 2021, significantly in advance of the statutory deadline of 31 March 2022.

Officers responded to members' questions on various aspects of the report.

On a point raised regarding the target of delivering 1,000 additional affordable homes by the end of 2021, officers undertook to provide the information requested to the members.

**The Forum decided:** that the report and the content of the Annual Performance Spotlights 2020/2021 be noted.

*[Reference: Minutes of 29 September 2020 (Paragraph 5)]*

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#### **4 Council Plan Connect 2017 to 2022 - Quarter 4 Progress Report 2020/2021**

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A report dated 24 June 2021 by the Executive Director (Finance and Corporate Resources) was submitted on the progress of 'Connect', the Council Plan 2017 to 2022, at the Quarter 4 Stage of 2020/2021.

'Connect' detailed the Council's vision, values, ambitions and objectives to be delivered in the 5 year period of the Plan. Progress made on key objectives was summarised in the report. Of the 98 measures nominated for reporting against the Plan:-

- ◆ 5 projects had been completed
- ◆ 71 had met their timescale or target as per expectations
- ◆ 14 had minor slippage against timescale or minor shortfall against target
- ◆ 1 had major slippage against timescale or major shortfall against target
- ◆ 7 were contextual or would be reported on at a later stage

A summary of the key achievements against each of the 4 'Connect' priorities was contained in the report and the 'Connect' Performance Report for Quarter 4, 2020/2021, covering the period to the end of March 2021, was attached as Appendix 1 to the report.

To aid scrutiny, a further analysis had been introduced, with any measures that had changed Red/Amber/Green (RAG) status between Quarters 2 and 4 being highlighted and an explanation provided for the change of status. Of the 98 measures, 29 (30%) had changed status between Quarters 2 and 4. A summary of those measures was attached as Appendix 2 to the report.

There had been an inevitable impact on some areas of the Council's performance due to the COVID-19 pandemic and reference to the impact of the virus and the Council's response was made throughout the Quarter 4 Progress Report 2020/2021.

Officers responded to members' questions on various aspects of the report.

On points raised regarding the coverage of the Council's household waste recycling scheme, officers undertook to provide the information requested to the members.

**The Forum decided:**

- (1) that the Connect Quarter 4 Progress Report 2020/2021, summarised in the report and attached as Appendix 1 to the report, be noted;
- (2) that the summary of the Council's key achievements against each of the 4 'Connect' priorities, for the period 1 April 2020 to 31 March 2021, be noted; and
- (3) that the additional scrutiny of changes in RAG status between Quarter 2 and Quarter 4, summarised in the report and attached as Appendix 2 to the report, be noted.

*[Reference: Minutes of 2 March 2021 (Paragraph 4)]*

*Councillor Chalmers left the meeting during this item of business*

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## **5 The City of Aberdeen Council Best Value Assurance Report (BVAR) Published by the Accounts Commission**

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A report dated 24 June 2021 by the Executive Director (Finance and Corporate Resources) was submitted on the Best Value Assurance Report (BVAR) that had been published by the Accounts Commission since the previous meeting of the Forum.

The report provided details of the key themes and recommendations included in the BVAR in relation to The City of Aberdeen Council which had been published on 24 June 2021.

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

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## **6 Urgent Business**

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There were no items of urgent business.