

PERTH AND KINROSS COUNCIL
SCRUTINY COMMITTEE
15 September 2010

SCRUTINY COMMITTEE

Minute of Meeting of the Scrutiny Committee held in the Committee Room, Fourth Floor, Council Building, 2 High Street, Perth on Wednesday 15 September 2010 at 2.00pm.

Present: Councillors K Baird, I Campbell, A Gaunt, W Lumsden, D Scott, A Wylie, B Vaughan and Mr D Stewart (up to and including Art. 524)

In Attendance: G Taylor T Yule, F Mackay, C Flynn and L Brown (all Chief Executive's); P McAvoy, (up to and including Art. 525) A Latto (up to and including Art. 524) and J Gilchrist (all Education and Children's Services); B Renton (the Environment Service) and H Turley (Housing and Community Care) (up to and including Art. 525).

Apology for Absence: Mr I Jackson

522. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillors' Code of Conduct.

523. MINUTES OF PREVIOUS MEETINGS

(i) Scrutiny Committee

The Minute of Meeting of the Scrutiny Committee of 23 June 2010 was submitted, approved as a correct record and authorised for signature.

(ii) Social Work Complaints Review Committee

The Minute of the Social Work Complaints Review Committee of 20 August 2010 was submitted and approved. (*Appendix I*)

524. PUPIL TRACKING IN SECONDARY SCHOOLS – SEEMIS

The Committee heard a joint presentation by Peter McAvoy, Head of Education Services – Secondary Schools and Andrew Latto, Deputy Head Teacher, Perth Academy on the use of the SEEMIS system as a tool to track and monitor the progress and achievement of secondary pupils in the S4 to S6 cohort. At the conclusion of the presentation A Latto and P McAvoy provided further information on (1) the process for the recording and reporting of data and how teachers set pupil targets; (2) the role of senior management and principal teachers in discussions with teachers to determine the level of support required for individual pupils; (3) the use of assertive mentoring within a classroom setting to enable pupils to discuss progress; (4) the controls in place to ensure that any significant divergence in predicted and achieved attainment is identified, and (5) the role of guidance staff and home community link workers in tracking pupil attendance.

A LATTO AND D STEWART LEFT THE MEETING AT THIS POINT.

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525. ANNUAL REVIEW OF SERVICE RISKS AND RISK MANAGEMENT ACTIVITY

The Committee heard a presentation by Fiona Mackay, Partnership and Improvement Manager, Chief Executive's Service on the annual review of service risks and risk management activity. F Mackay, T Yule, P McAvoy, H Turley and B Renton responded to questions from members for additional information on the identified risks and the controls which had been put in place to mitigate those risks, and the level of risk embedding within Council Services.

There was submitted a report by the Head of Business Transformation and Improvement (10/489): (1) detailing the progress made in embedding risk management across the Council in 2009/10; and (2) outlining the risk management priorities for 2010/11.

Resolved:

- (i) The annual review of Service risks for 2009/10 and progress made in embedding risks, be noted.
- (ii) The Risk Management priorities for 2010/11, be noted.
- (iii) The Head of Business Transformation and Improvement be requested to submit a report to the next meeting of the Scrutiny Committee on risk management activity within the Council for the current year.

PETER McAVOY AND HELEN TURLEY LEFT THE MEETING AT THIS POINT.

526. REGISTRATION OF BIRTHS, DEATHS, MARRIAGES AND CIVIL PARTNERSHIPS – INSPECTION REPORTS BY REGISTRAR GENERAL FOR SCOTLAND

There was submitted a report by the Head of Democratic Services (10/490) commenting on the annual inspection reports from the Registrar General for Scotland on the provision of registration services in the Perth and Kinross local government area in 2009.

Resolved:

- (i) The contents of Report 10/490, with regard to the annual inspection reports by the Registrar General for Scotland for 2009 on the provision of registration services in the Perth and Kinross local government area, be noted.
- (ii) The Head of Democratic Services be requested to submit a report to a future meeting of the Council on options for the future provision of registration services in Coupar Angus and Milnathort.

527. ROLES AND WORKING RELATIONSHIPS: ARE YOU GETTING IT RIGHT?

The Convener referred to a report launched by the Accounts Commission on 26 August 2010 entitled *Roles and Working Relationships: are you getting it right?* (www.audit-scotland.gov.uk). The report was the first in a series of publications intended to assist Councils in a time of financial constraint. The Convener advised that a report on the Council's response to the report would be submitted to the next meeting of the Scrutiny Committee.

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528. APPOINTMENT OF MEMBER OF AUDIT SUB-COMMITTEE

Resolved:

It was unanimously agreed that Councillor A Wylie be appointed to the Audit Sub-Committee to replace the late Councillor J Law.

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