

# DGFIRST MANAGEMENT COMMITTEE

Meeting of Thursday 13 June 2013  
at 10:30am in Council Offices, English Street, Dumfries

## Present

### Members

<b>Patsy Gilroy</b> (Chairman)	-	Dee
<b>Andrew S Wood</b> (Vice-Chairman)	-	Mid and Upper Nithsdale
<b>Peter Diggle</b>	-	Annandale North
<b>Archie Dryburgh</b>	-	Annandale East and Eskdale
<b>Andy Ferguson</b>	-	North West Dumfries
<b>John Martin</b>	-	Nith
<b>Craig Peacock</b>	-	Annandale East and Eskdale
<b>Ted Thompson</b>	-	Lochar
<b>Colin Wyper</b>	-	Dee

### Officials

<b>Ronnie Dempster</b>	-	Head of Technical Services
<b>Claire Caution</b>	-	Committee Clerk
<b>Mike Fawkes</b>	-	Principal Roads Service Officer
<b>Fraser Marshall</b>	-	Senior Manager, Neighbourhood Services
<b>James McDowall</b>	-	Resourcing and Improvement Manager
<b>Caroline McQuistan</b>	-	Finance Officer

### Apologies

<b>Yen Hongmei Jin</b>	-	Lochar
<b>Ivor A Hyslop</b>	-	Lochar

**Alex Haswell**

Director Chief Executive Service

**1 SEDERUNT AND APOLOGIES**

9 Members present, 2 apologies

**2 DECLARATIONS OF INTEREST**

**NONE** declared

**MINUTES****3 MINUTE OF MEETING OF 23 APRIL 2013****Decision**

**NOTED**

**REPORTS****4 DGFIRST - REVENUE BUDGET MONITORING REPORT 2012-13 FOR THE PERIOD ENDED 31 MARCH 2013 - REPORT BY THE DIRECTOR OF DGFIRST****Decision**

4.1 **NOTED** that as a result of the extreme and prolonged winter the costs incurred by DGFirst in 2012-13 exceeded the budget available by £162,000; and

4.2 **AGREED** that, given the reason for these overall unbudgeted costs, a recommendation be submitted to the Policy and Resources Committee that these costs will be met from corporate resources and, additionally, that the Severe Weather Emergency Fund of £500,000 is reinstated.

**5 DGFIRST – TRADING OPERATIONS MONITORING REPORT 2012-13 FOR THE PERIOD ENDED 31 MARCH 2013 - REPORT BY DIRECTOR OF DGFIRST****Decision**

5.1 **NOTED** that the Trading Operations returned a surplus of £52,600 in the financial year 2012-13, which was summarised by service and outturn as follows:-

- Building Cleaning - £53,300 surplus
- Building Services - £39,400 surplus
- Roads Maintenance - £15,200 deficit
- Engineering Services £26,300 deficit
- Other - £1,400 surplus
- TOTAL - £52,600 surplus

5.2 **AGREED** that an Activity Based Budget Workshop Seminar would be established for the Members of this Committee.

## **6 DIRECTOR'S END OF YEAR ASSESSMENT OF BUSINESS PLAN PERFORMANCE - DGFIRST - REPORT BY DIRECTOR OF DGFIRST**

### **Decision**

6.1 **AGREED** the review the overall summary of performance for DGFirst set out in the At A Glance Year End Summary - DGFirst 24 May 2013;

6.2 **APPROVED** the exception reporting for Performance Indicators and Projects;

6.3 **NOTED** that proposed actions are adequate to improve performance and future monitoring of areas which have not met the target;

6.4 **RECOGNISED** the areas of good practice/high performance where the target had been exceeded; and

6.5 **NOTED** that a further report would be submitted to this Committee in accordance with the Council's Performance Management regime.

## **7 REFRESHED BUSINESS PLAN FOR 2012-15 - DGFIRST - REPORT BY DIRECTOR OF DGFIRST**

### **Decision**

7.1 **APPROVED** the refreshed sections of the Business Plan 2012 - 15 for DGFirst.

## **8 OPERATIONAL UPDATES - REPORT BY DIRECTOR OF DGFIRST**

### **Decision**

8.1 **NOTED** the following operational updates provided:-

8.1.1 The Dock Park Improvement Project and **NOTED** the progress made to date;

8.1.2 The Zero Waste - Impact on the Waste Collection Service and **AGREED** that updates would be provided at each DGFirst Management Committee.

**MEMBER** - Archie Dryburgh left the meeting - 8 Members present

## **9 ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIRMAN DUE TO THE NEED FOR A DECISION**

**Decision**

9.1 **NOTED** that there was no business deemed urgent by the Chairman due to the need for a decision.

**10 LOCAL GOVERNMENT (SCOTLAND) ACT 1973****Decision**

**AGREED** to adopt a resolution to exclude the public from the meeting in terms of Paragraph 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

**REPORTS****11 DGFIRST TRADING REGISTER 2012-13 - REPORT BY DIRECTOR OF DGFIRST****Decision**

**SUMMARY** - The report provided Members with the annual report of contracts where DGFirst provided goods and services in the last financial year 2012-13.

11.1 **NOTED** the DGFirst Trading Register 2012-13.

**HOMOLOGATION****12 ROADS SERVICE: SCOTTISH WATER ROAD RE-INSTATEMENT TENDER 2013-2018 - REPORT BY DIRECTOR DGFIRST**

**SUMMARY** The report sought approval for DGFirst to tender for works associated with the supply of roads reinstatement for Scottish Water related works.

**Decision**

**HOMOLOGATED** the decision of the Chief Executive, in consultation with the Leader and Depute leader to submit a tender to carry out the supply of roads reinstatement services for Scottish Water.