

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE - 19 MARCH 2010

MATTERS ARISING UPDATE REPORT

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide the Committee with a consolidated response to information requests made by Members at previous meetings.

2. BACKGROUND

- 2.1 As Members are aware, during the course of discussions at meetings of the Governance and Scrutiny Committee, Members, from time to time, seek information or clarification from Officers on particular matters which requires to be provided after the meeting. Such requests arise from, and reflect, the role of the Committee in respect of its scrutiny function.

- 2.2 The Committee at its meeting held on 3 April 2009 agreed that, in future, a report be submitted to the Committee to consolidate all responses to information requests made by Members of the Committee at previous meetings or, otherwise, provide an explanation as to why the relevant information is not yet available. This approach will formalise the various matters arising into report format thereby facilitating presentation of the information to Members and recording of the origin and progress of the issues raised.

3. UPDATE

- 3.1 The outstanding matters arising from previous meetings of the Committee and the current position with regard to the provision of information relative to each item is set out in detail in Appendix I to this report.

4. FINANCIAL/LEGAL/POLICY/COMMUNITY PLANNING/RISK IMPLICATIONS

- None arising directly from this report.

5. RECOMMENDATION

- 5.1 The Committee is asked to note the information provided in response to the matters arising as set out in Appendix I.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support

4 March 2010
LY/FM

LIST OF BACKGROUND PAPERS - NIL

Any person wishing further information on this report should contact Bill Walkinshaw, Head of Democratic Services on Telephone Number (01563) 576135.

Implementation Officer: Lynn Young, Administrative Officer.

APPENDIX I

<u>NO</u>	<u>ORIGIN</u>	<u>ISSUE</u>	<u>UPDATE</u>
1.	Governance & Scrutiny Committee, 19 February 2010 (Item 4 , Page , 07/12)	<u>Musculo-Skeletal Absence</u> - The Depute Chief Executive/Executive Director of Corporate Support to provide information on musculo-skeletal absence.	Information is detailed at Annex 1.
2.	Governance & Scrutiny Committee, 19 February 2010 (Item 4 , Page , 07/12)	<u>Teaching Staff Absence</u> - The Head of Service: Schools to provide information on the number of teachers employed at 1 April 2009 and at 31 March 2010, and the percentage rates of absence for teachers for the same period, as well as information in connection with the occasions where supply teachers have been required or not to cover absence.	Information from 1 April 2009 until 31 January 2010 is detailed at Annex 2.
3.	Governance & Scrutiny Committee, 19 February 2010 (Item 4 , Page , 07/12)	<u>Building and Works Absence</u> - Information to be provided on the number of Building and Works employees employed as at 1 April 2009 and at 31 March 2010, and the percentage rates of absence for the same period.	Information from 1 April 2009 until 31 January 2010 is detailed at Annex 3.
4.	Governance & Scrutiny Committee, 19 February 2010 (Item 4 , Page , 07/12)	<u>Externally Funded Posts</u> - The Depute Chief Executive/Executive Director of Corporate Support to provide information on duration of the 34 externally funded posts and how long each post has been occupied.	Please refer to Annex 4.
5.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Talented Athlete Project</u> - The Executive Head of Finance and Asset Management to provide a breakdown of the £282,000 associated with the Talented Athlete Project as well as a breakdown of the costs associated with the maintenance of the floral clock and floral baskets.	Information on the Talented Athlete Project is detailed in Item 1 of Annex 5. The costs of the floral baskets in 2009/10 were £0.012m (180 baskets) and the anticipated revenue costs for the floral clock are £0.015m per annum.

6.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Best Value Review of School Administration and Support Staff</u> - The Executive Head of Finance and Asset Management to confirm the dates when the Best Value Review of School Administration and Support staff came into effect.	The Head of Resources has confirmed that in respect of Primary and Secondary Schools, the Best Value Service Review will be fully implemented by 1 April 2010.
7.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Scottish Government's Review of Historic European Fund</u> - The Executive Head of Finance and Asset Management to provide information in connection with the Scottish Government's Review of Historic European Fund.	The Scottish Government have confirmed that they are comfortable with the records reviewed in respect of the Historic European Fund claims and that there will be no financial recovery of previous funding.
8,	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Utilisation of the General Fund Balance</u> - The Executive Head of Finance and Asset Management to provide information on the utilisation of the General Fund balance.	Information on the utilisation of the General Fund balance is provided at Item 2 of Annex 5.
9.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Funding Approved for Town Centre Initiatives</u> - The Executive Head of Finance and Asset Management to provide a breakdown of the costs associated with the funding approved for Town Centre activities, including Christmas events, and money held for the Moorfield entrance junction.	Information in respect of Town Centre Initiatives is provided at Item 3 of Annex 5. The money held for Moorfield entrance junction is £61,724.
10.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Dangerous Buildings</u> - The Executive Head of Finance and Asset Management to provide information on expenditure and locations of Dangerous Building Notices.	Information in respect of Dangerous Buildings is provided at Item 4 of Annex 5.
11.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Summary of Movements on Approved Budget</u> - The Executive Head of Finance and Asset Management to provide details of the movements in Corporate Support budget (4) and (5) - Utilisation of Balances.	Information in respect of this is provided at Item 5 of Annex 5.

12.	Governance & Scrutiny Committee, 19 February 2010 (Item 5 , Page , 07/12)	<u>Contaminated Land</u> - The Executive Head of Finance and Asset Management to provide details of funding for contaminated land at Greenbraes, Cumnock.	Information in respect of this is provided at Item 6 of Annex 5.
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4 March 2010
LY/FM

ANNEX 1

MUSCULO SKELETAL ABSENCES

DEPARTMENT	QUARTER 1 2009	QUARTER 2 2009	QUARTER 3 2009	QUARTER 4 2009	TOTALS
Chief Executive's Office	24	12.5	18.5	88	143
Corporate Support	38	19	15	86	158
Educational & Social Services	1760	1790.5	806	2173	6529.5
Neighbourhood Services	581.5	606	330	610	2127.5
TOTALS	2403.5	2428	1169.5	2957	8958

ANNEX 2

TEACHING ABSENCE - 1 APRIL 2009 TO 31 JANUARY 2010

	Total % Absent	Total % Absent (Excl long- term absence)
April 2009	3.68	1.77
May 2009	4.16	1.89
June 2009	3.00	1.33
July 2009	4.86	1.37
August 2009	2.34	1.56
September 2009	3.40	1.94
October 2009	4.37	2.69
November 2009	5.46	3.61
December 2009	3.88	2.17
January 2010	4.63	3.18

Quarterly information indicates that at 1 April 2009, 1489 teachers were employed and at 31 December 2009, 1435 teachers were employed.

SUPPLY TEACHERS REQUIRED TO COVER ABSENCE

April 2009	-	156
May 2009	-	179
June 2009	-	217
July 2009	-	0
August 2009	-	144
September 2009	-	184
October 2009	-	191
November 2009	-	196
December 2009	-	175
January 2010	-	174

A total of 395 teachers are on the Supply Teacher Register.

ANNEX 3

Building & Works Absence

Period 1 April 2009 to 31 Jan 2010

	APT&C % LOST	CRAFT % LOST	TOTAL % LOST
Apr-09	6.29%	4.19%	4.69%
May-09	5.36%	6.10%	5.92%
Jun-09	2.07%	5.85%	4.93%
Jul-09	1.86%	7.84%	6.37%
Aug-09	2.78%	6.33%	5.45%
Sep-09	4.03%	8.15%	7.16%
Oct-09	5.52%	6.25%	6.06%
Nov-09	5.56%	5.97%	5.87%
Dec-09	3.92%	8.24%	7.15%
Jan-10	5.01%	5.82%	5.61%

As at 1 April 2009, 307 employees were employed within Building and Works and as at 11 March 2010, 286 were employed.

ANNEX 4

EXTERNALLY FUNDED POSTS

DEPARTMENT	SECTION	DESIGNATION
Corporate Support	Planning & Economic Development	Clerical Assistant Project Officer
Educational & Social Services	Education	Senior Early Years Worker x 3 Early Years Worker x 4 Bilingual Assistant Cultural Co-ordinator Dance Motivator Active Schools Manager Active Schools Co-ordinators x 11
Neighbourhood Services	Community Safety	Assistant Community Safety Co-ordinator
	Leisure Services	Play & Activity Motivator Play & Recreation Officer Play Development Assistant Clerical Assistant Recreation Partnership Officer Admin & Marketing Officer Clerical Assistant Countryside Ranger
	Libraries	Bibliotherapist
TOTAL POSTS		34

TEMPORARY EMPLOYEES IN EXTERNALLY FUNDED POSTS

DEPARTMENT	SECTION	DESIGNATION	START DATE OF FUNDED POST	END DATE OF FUNDED POST
Corporate Support	Planning & Economic Development	Clerical Assistant	May 2006	31/03/2012
Corporate Support	Planning & Economic Development	Project Officer	01/04/2009	30/04/2012
Educational & Social Services	Education	Senior Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Senior Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Senior Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Early Years Worker	01/07/2002	Ongoing
Educational & Social Services	Education	Early Years Worker	01/07/2002	Ongoing

TEMPORARY EMPLOYEES IN EXTERNALLY FUNDED POSTS

DEPARTMENT	SECTION	DESIGNATION	START DATE OF FUNDED POST	END DATE OF FUNDED POST
Educational & Social Services	Education	Active Schools Co-ordinator	May/June 2005	30/06/2011
Educational & Social Services	Education	Active Schools Co-ordinator	May/June 2005	30/06/2011
Educational & Social Services	Education	Active Schools Co-ordinator	May/June 2005	30/06/2011
Educational & Social Services	Education	Active Schools Co-ordinator	May/June 2005	30/06/2011
Educational & Social Services	Education	Active Schools Co-ordinator	May/June 2005	30/06/2011
Neighbourhood Services	Community Safety	Assistant Community Safety Co-ordinator	September 2003	31/03/2010
Neighbourhood Services	Leisure Services	Play & Activity Motivator	September 2007	30/09/2010
Neighbourhood Services	Leisure Services	Play & Recreation Officer	September 2007	30/09/2010
Neighbourhood Services	Leisure Services	Play Development Assistant	September 2007	30/09/2010
Neighbourhood Services	Leisure Services	Clerical Assistant	September 2007	30/09/2010
Neighbourhood Services	Leisure Services	Recreation Partnership Officer	September 2009	30/09/2010
Neighbourhood Services	Leisure Services	Admin & Marketing Officer	September 2009	30/09/2010

TEMPORARY EMPLOYEES IN EXTERNALLY FUNDED POSTS

DEPARTMENT	SECTION	DESIGNATION	START DATE OF FUNDED POST	END DATE OF FUNDED POST
Neighbourhood Services	Leisure Services	Clerical Assistant	August 2009	30/06/2014
Neighbourhood Services	Leisure Services	Countryside Ranger	September 2009	30/09/2014
Neighbourhood Services	Libraries	Bibliotherapist	October 2005	31/03/2010

ANNEX 5

ADDITIONAL INFORMATION REQUESTED BY ELECTED MEMBERS ON ITEM 5 FINANCE AND SERVICE STRATEGY REPORT

1 BREAKDOWN OF BALANCE OF TALENTED ATHLETE FUND

Funding	£m
SportScotland	0.087
Scottish Rugby Union	0.020
Transfer Balance on Night Leagues Project	0.055
Leisure Development Contributions	0.040
Transfer balance on New Sporting Futures Project	0.129
Contribution From Young Persons Challenge Fund	0.004
Total Funding	<u>0.335</u>
Expenditure	
Staff Costs	0.035
Car Mileage, Materials & Equip, Premises Hire,	0.003
Grant Awards to Athletes	0.009
Contribution to West of Scotland Athlete	0.004
Kilmarnock College - Lead the Way Tuition	0.002
Total Expenditure	<u>0.053</u>
Net balance	0.282

2 GENERAL FUND UNCOMMITTED BALANCE

- 2.1 The General Fund uncommitted balance at 31 March 2009 amounted to 6.601m. The balance reported at period 9 was £8.269m, excluding the surplus forecast for 2009/10. The table below shows how the projection was derived based on commitments anticipated at period 9.

Detail	£m	Cabinet Reference
Opening Balance at 31/3/09	6.601	2008/09 Statement of Accounts
Social Services Sustainability	(0.360)	11 February 2009, Item 3
Teachers Refresh Scheme	(0.365)	1 April 2009, Item 15
Johnnie Walker Campaign	(0.039)	Council 8 October 2009, Item 8
Review of Departmental Balances	2.781	2 December 2009, Item
Teachers Refresh Scheme	(0.349)	13 January 2010, Items 9-10
Balance forecast at period 9	8.269	

3 EXPENDITURE ON TOWN CENTRE ACTIVITIES INCLUDING CHRISTMAS EVENTS

- 3.1 The element of the balance of £0.139m relating to town centre activities including Christmas events at period 9 was a credit of £0.017m. From period 9 to period 11 (7 February 2010) significant additional costs were paid resulting in a credit balance of £0.003m held at period 11. Expenditure at period 11 is analysed in the table below.

Funding	£m
Opening Credit Balance	<u>0.042</u>
	<u>0.042</u>
Expenditure	£m
Visitor Research	0.001
Event Management (including Stage)	0.010
Performers	0.017
World Record Attempt (Largest Bowl of Porridge)	0.004
Security/crowd control/traffic management	0.004
Other Publicity & Promotion	<u>0.003</u>
	<u>0.039</u>
Balance remaining at period 11	0.003

- 3.2 In addition to the balance held for Christmas activities, there is £0.025m for Cumnock and £0.019m for Kilmarnock town centre activities.
- 3.3 Planned activities for Cumnock include events and marketing to raise the profile and to improve the amenity of the town centre in addition to the development of a communication strategy and in particular improving links to Dumfries House.
- 3.4 For Kilmarnock planned activities include Keep Kilmarnock Clean Campaign, Empty Unit Improvement campaign and various events to increase footfall through Kilmarnock town centre.

4 EXPENDITURE ON DANGEROUS BUILDINGS

- 4.1 The annual budget for dangerous buildings is £0.055m and at period 9 the projected expenditure was anticipated to be £0.160m based on assumptions at that time. The updated position at period 11 is a breakeven position, based on contributions being received from the relevant parties.
- 4.2 At period 9 actual expenditure was £0.094m which is analysed in the table below. There has been no movement in the actual spend between period 9 (13 December 2009) and period 11 (7 February 2010).

Location	Cost to P9 £
Laigh Milton Mill Crosshouse	54,260
Bridge St / Cross St Galston *	28,892
Orchard Building, Glaisnock Estate Cumnock	4,277
Thistle Business Park (South) Cumnock	2,828
11-17 Lainshaw St Stewarton	922
21-23 Lainshaw Street Stewarton	289
72-84 John Finnie St Kilmarnock	280
11 Cunningham Drive Kilmarnock	213
49-53 John Finnie St Kilmarnock	208
Kirkland Park House Darvel	95
45 McLelland Dr & Garage Premises 4/5 Barbadoes Rd Kilmarnock	54
Lainshaw Street Stewarton	54
39/41 McLelland Drive, Kilmarnock	18
Unallocated Costs	2,060
Total	<u>94,450</u>

*may be rechargeable to Galston Town Centre Regeneration Fund

5 UTILISATION OF CORPORATE SUPPORT BALANCES

5.1 The Governance and Scrutiny report at period 9 shows a utilisation of departmental earmarked balances of £0.931m. The detail of this is shown in the following table.

Balance	£m
Balance allocated for in year pressures	0.400
Community Planning Partnership	0.009
Election Materials	0.027
Legal Services - Trainee Scheme	0.026
Newmilns Townscheme	0.032
Tourism	0.010
Schools Network Installation	0.221
CARS & THI	0.040
Cumnock Town Centre	0.025
Working For Families	0.010
Catrine Environmental Heritage Project	0.038
Redundancy Costs (Legal & Regulatory Services BVSR)	0.037
Job Evaluation	0.034
Joint Ayrshire Household Shopping Survey	0.005
Air Quality - purchase of software for web loggers	0.009
Electricity / Year-end audit adjustment	0.003
Homecoming Scotland	0.005
	<u>0.931</u>

5.2 The Governance and Scrutiny report at period 9 shows a utilisation of General Fund balances of £0.039m. The relates to expenditure approved by Cabinet on 8 October 2009 for the Johnnie Walker Campaign.

6 CONTAMINATED LAND FUNDING FOR GREENBRAES, CUMNOCK

- 6.1 Prior to the review of departmental balances by Members on 2 December 2009, an amount of £0.080m was allocated and held for Greenbraes in Cumnock. This was not required for decontamination works and Members approved that it be held for Cumnock Regeneration office development.