

## **EAST AYRSHIRE COUNCIL**

### **GOVERNANCE AND SCRUTINY COMMITTEE - 3 APRIL 2009**

#### **REVIEW TOPIC - REVIEW OF THE COUNCIL'S WINTER EMERGENCY RESPONSE POLICY - WORK PROGRAMME**

##### **Report by Depute Chief Executive/Executive Director of Corporate Support**

#### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to present for consideration the Work Review Programme relative to the Review Topic - "Review of the Council's Winter Emergency Response Policy" which has been selected for review in 2009/10.

#### **2. BACKGROUND**

- 2.1 This Committee, on 13 March 2009, approved the scoping papers and the Annual Programme timetable for reviews to be carried out during 2009/10, including the review topic - "Review of the Council's Winter Emergency Response Policy".

#### **3. PROPOSED WORK PROGRAMME**

- 3.1 The proposed Work Programme relative to the review topic - "Review of the Council's Winter Emergency Response Policy" is set out in the Appendix to this report, for consideration by the Committee.

#### **4. FINANCIAL/LEGAL/POLICY/COMMUNITY PLANNING/RISK IMPLICATIONS - Nil.**

#### **5. RECOMMENDATION**

- 5.1 It is recommended that the Committee agree the detailed Work Programme for the Topic Review as detailed in the Appendix to the report, subject to recognition that the programme may change in the light of operational requirements.

Elizabeth Morton  
Depute Chief Executive/  
Executive Director of Corporate Support

19 March 2009  
SN/FM

#### **LIST OF BACKGROUND PAPERS**

Nil

Any person wishing further information on this report should contact Julie McGarry, Administration Manager on Tel No (01563) 576147.

**Implementation Officer: Stuart Nelson, Administrative Officer**

**GOVERNANCE AND SCRUTINY COMMITTEE**

**WORK REVIEW PROGRAMME FOR PROJECT 1 - REVIEW OF THE COUNCIL'S WINTER EMERGENCY RESPONSE POLICY**

	Week 1 W/C MON 6 APRIL	Week 2 W/C MON 13 APRIL	Week 3 W/C MON 20 APRIL	Week 4 W/C MON 27 APRIL	Week 5 W/C MON 4 MAY	Week 6 W/C MON 11 MAY	Week 7 W/C MON 18 MAY	Week 8 W/C MON 25 MAY
MON	6	13	20	27	4 Circulate documents/evidence	11	18 Inform Community Planning Officers Joint Group of consultation process	25
TUES	7	14	21	28	5	12	19 Consult Federation of Community Groups	26
WED	8	15	22	29	6	13 A.M. Site visit to Gauchalland or Underwood followed by Members Briefing/preparation for meeting with witnesses	20	27
THURS	9	16	23	30	7	14	21	28 1.00 p.m. Meeting with witnesses <ul style="list-style-type: none"><li>• Executive Director</li><li>• Head of Service</li><li>• Roads Operative (s)</li><li>• Reps from Amey</li></ul>
FRI	10	17	24	1 Presentation to Governance & Scrutiny Members on overview of topic by Executive Director/Head of Service	8	15	22	29

**APPENDIX 1**

	<b>Week 9</b> <b>W/C MON 1 JUNE</b>	<b>Week 10</b> <b>W/C MON 8 JUNE</b>	<b>Week 11</b> <b>W/C MON 15 JUNE</b>	<b>Week 12</b> <b>W/C MON 22 JUNE</b>	<b>Week 13</b> <b>W/C MON 29 JUNE</b>	<b>Week 14</b> <b>W/C MON 6 JULY</b>	<b>Week 15</b> <b>W/C MON 13 JULY</b>	<b>Week 16</b> <b>W/C MON 20 JULY</b>
<b>MON</b>	1	8	15 Officers begin draft report	22	29	6	13 Feedback from Community Planning Joint Officers Group	20 Issue draft report to Members for comments
<b>TUES</b>	2	9 9 a.m. Governance & Scrutiny Team (Officers Meeting)	16	23	30	7	14	21
<b>WED</b>	3	10	17	24	1	8	15	22
<b>THURS</b>	4	11	18	25	2	9	16	23
<b>FRI</b>	5	12	19	26	3	10	7	24

**APPENDIX 1**

	<b>Week 17</b> <b>W/C MON 27 JULY</b>	<b>Week 18</b> <b>W/C MON 3 AUGUST</b>	<b>Week 19</b> <b>W/C MON 10 AUGUST</b>	<b>Week 20</b> <b>W/C MON 17 AUGUST</b>	<b>Week 21</b> <b>W/C MON 24 AUGUST</b>	<b>Week 22</b> <b>W/C MON 31 AUGUST</b>	<b>Week 23</b> <b>W/C MON 7 SEPTEMBER</b>	<b>Week 24</b> <b>W/C MON 14 SEPTEMBER</b>
<b>MON</b>	27	3	10 Receive comments from Members on draft report	17	24	31	7	14
<b>TUES</b>	28	4	11	18	25	1	8	15
<b>WED</b>	29	5	12	19 Pre-Agenda Governance & Scrutiny	26	2	9 Pre-Agenda Cabinet	16 Cabinet considers Governance & Scrutiny report
<b>THURS</b>	30	6	13	20	27	3 Lodgement report for Cabinet	10 Issue report with Agenda and papers	17
<b>FRI</b>	31	7	14 Lodge final report for Governance & Scrutiny Committee	21 Issue report with Agenda and papers	28 Governance & Scrutiny consider outcome report	4	11	18

	<b>Week 25 W/C MON 21 SEPTEMBER</b>	<b>Week 26 W/C MON 28 SEPTEMBER</b>						
<b>MON</b>	21	28						
<b>TUES</b>	22	29						15
<b>WED</b>	23	30						16
<b>THURS</b>	24							17
<b>FRI</b>	25							18