

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE - 24 AUGUST 2007

MONITORING REPORTS

Report by Depute Chief Executive/Executive Director of Corporate Support

1. PURPOSE OF REPORT

- 1.1** To present for the information of the Committee a list of future monitoring reports that will from time to time be presented to the Committee. The latest list of monitoring reports is contained as an Appendix to this report.

2. BACKGROUND

- 2.1** An element of the work of the Governance and Scrutiny Committee will be to consider monitoring reports covering a wide range of issues such as revenue expenditure; capital expenditure; best value; and performance.

- 2.2** A number of these reports will be presented for information to keep the Committee informed of particular activities carried out by Officers under delegated powers, e.g. tender acceptances and property acquisition/disposals. Other reports will be presented for analysis and further scrutiny, e.g. revenue and capital monitoring reports. Other reports may provide the Committee with a resource that would assist Members in identifying future topics for further review and scrutiny, e.g. reports on Statutory Performance Indicators. Notwithstanding the above, it will, of course, be for the Committee to determine how the information in each report will be used.

- 2.3** The attached list is not exhaustive and will be updated from time-to-time and circulated to Members of the Committee to keep them informed.

3. FINANCIAL/LEGAL/POLICY/COMMUNITY PLANNING IMPLICATIONS - Nil.

4. RECOMMENDATION

- 4.1** To note the list of monitoring reports which will be updated from time to time.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support

17 August 2007
BW/SR

LIST OF BACKGROUND PAPERS: NIL

Any person wishing further information on this report should contact Bill Walkinshaw, Head of Democratic Services on Tel No (01563) 576135.

Implementation Officer: Bill Walkinshaw, Head of Democratic Services.

APPENDIX

GOVERNANCE AND SCRUTINY COMMITTEE - MONITORING REPORTS

<u>DATE</u>	<u>REPORT</u>	<u>PURPOSE OF REPORT</u>
28 September 2007	Finance Capital Report for Period 4	Report by Executive Head of Finance advising Members of the anticipated General Services and housing investment capital expenditure for 2007/08
	Best Value Improvement Agenda (all 14 Action Plans) - Progress Against Action Plans	This report details progress against the 14 Action Plans that were agreed with Audit Scotland, following the Council's Audit of Best Value and Community Planning in September 2006
	Communication of Audit Matters to those Charged with Governance (ISA 260)	To draw to Members attention any matters arising from the Audit of the Financial Statements 2006/07
26 October 2007	Finance Revenue Report for Period 4	Report by Executive Head of Finance advising Members of the projected financial position for the 2007/08 General Services Revenue budget
	Finance Capital Report for Period 5	Report by Executive Head of Finance advising Members of the anticipated General Services and housing investment capital expenditure for 2007/08

<u>DATE</u>	<u>REPORT</u>	<u>PURPOSE OF REPORT</u>
26 October 2007 (Con't)	Best Value Improvement Agenda (Action Plan No 10) - Challenge and Review - Progress Against Best Value Service Review (BVSR) Programme for 2006/07 and New Arrangements for 2007/2010	<ul style="list-style-type: none"> ▪ Progress against all 14 Action Plans that were agreed with Audit Scotland following the Council's Audit of Best Value and Community Planning in September 2006 will be reported to Governance and Scrutiny Committee in September 2007 (see above). ▪ This report gives the Committee more information on progress against Action Plan No.10, and specifically the Council's progress against the BVSR Programme for 2006/07, and details of the proposed Programme for 2007/10.
	Best Value Improvement Agenda (Action Plan No 2) - Performance Management - Development of a Corporate Performance Management Framework	<ul style="list-style-type: none"> ▪ Progress against all 14 Action Plans that were agreed with Audit Scotland following the Council's Audit of Best Value and Community Planning in September 2006 will be reported to Governance and Scrutiny Committee in September 2007 (see above). ▪ This report gives the Committee more detailed information on progress against Action Plan No.2, and specifically the Council's progress against the design and implementation of a Council-wide Performance Management Framework.

<u>DATE</u>	<u>REPORT</u>	<u>PURPOSE OF REPORT</u>
26 October 2007 (Con't)	Summary Report of Property Disposals/Acquisitions from 1 April to 30 September of each financial year	To submit, for information, a summary report on all property disposals/acquisitions which have been concluded in terms of the Scheme of Delegation
23 November 2007	Finance Revenue Report for Period 6	Report by Executive Head of Finance advising Members of the projected financial position for the 2007/08 General Services Revenue budget
	EFQM - Progress Against Programme - Progress Against EFQM Programme for 2006/07 and New Arrangements for 2007/2010	<ul style="list-style-type: none"> ▪ EFQM is an important component of the Council's response to its Statutory Duty under Best Value. ▪ This report gives Committee information on progress against the Council-wide EFQM Programme for 2006/07, and details of the proposed Programme for 2007/10.
	Strategic Self Assessments - Progress Against Current Actions and New Arrangements for Future Years	<ul style="list-style-type: none"> ▪ Strategic Self Assessments were carried out at both a corporate and service level across the Council, as part of the Council's submission to Audit Scotland, prior to the Council's Audit of Best Value and Community Planning in September 2006. ▪ This report details progress against the original Assessments, and describes the proposed arrangements that will be put in place for future years.

<u>DATE</u>	<u>REPORT</u>	<u>PURPOSE OF REPORT</u>
23 November 2007 (Con't)	Mid Term Internal Audit Report	This report to provide a summary of the audits undertaken during the previous six months and their outcomes
	Annual Report to Elected Members and the Controller to Audit	To summarise the work and findings from the Audit of the Authority for 2006/07
21 December 2007	Finance Capital Report for Period 7	Report by Executive Head of Finance advising Members of the anticipated General Services and housing investment capital expenditure for 2007/08
February 2008 (Date to be confirmed)	SPI's Council Profiles 2006/07	Following the report to Full Council in June 2007 of unaudited SPIs, this report provides analysis of the Council's performance against previous years, and against other Scottish councils, following the publication of all national results by Audit Scotland.
April/May 2008 (Date to be confirmed)	Internal Audit Plan	This report to include an analysis of Internal Audit's planned activity (no of audit days per type of activity) and an illustration of the assignments planned for the year
	Summary Report of Property Disposals/Acquisitions from 1 October to 31 March for each financial year	To submit, for information, a summary report on all property disposals/acquisitions which have been concluded in terms of the Scheme of Delegation

<u>DATE</u>	<u>REPORT</u>	<u>PURPOSE OF REPORT</u>
June 2008 (Date to be confirmed)	Internal Audit Annual Report	This report to provide a summary of the audits undertaken during the previous year and their outcome including an opinion on the adequacy and effectiveness of Council's systems of internal control
	Unaudited SPI's 2007/08	This report provides Committee with the unaudited SPIs that will be submitted to the Council's external auditors. As detailed above, the compendium of audited indicators will be placed in the Members' lounge in September, and one further report (analysing performance following the publication of council results across Scotland) is scheduled for February next year.
	Annual report on Complaints and Comments 2007/08	Provides information relating to the formal complaints received and resolved by Council for the period 1 April 2007 to 31 March 2008
November 2008 (Date to be confirmed)	Mid Term Internal Audit Report	This report to provide a summary of the audits undertaken during the previous six months and their outcomes

Updated: 17 August 2007
JMcG/SR