

## Chief Executive's Department

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To: Councillors Tom Cook (Chair), Willie Coffey (Vice-Chair), Helen Coffey, John Campbell, Alan Brown, Stuart Finlayson, Jimmy Kelly, Barney Menzies, Eric Ross, Elaine Dinwoodie and Drew Filson.


21 August 2009

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - 28 AUGUST 2009**

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held in the **ROBERT BURNS SUITE, BURNS MONUMENT CENTRE, KAY PARK, KILMARNOCK**, on **FRIDAY 18 AUGUST 2009** commencing at **1000 HOURS**, in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton  
Depute Chief Executive/  
Executive Director of Corporate Support  
SN/FM

### **B U S I N E S S**

#### **INTIMATE APOLOGIES**

1. **PREVIOUS MINUTES (pages 1-4)** - Submit, for approval as a correct record, the Minutes of the meeting held on 19 June 2009 ([copy enclosed](#)).



[www.keepjohnniewalkerinkilmarnock.com](http://www.keepjohnniewalkerinkilmarnock.com)

2. **MATTERS ARISING UPDATE REPORT (pages 5-7)** - Submit report dated 17 August 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide the Committee with a consolidated response to information requests made by Members at previous meetings.

### **PERFORMANCE**

3. **THE COUNCIL'S SECOND COUNCIL-WIDE STRATEGIC SELF-ASSESSMENT OF PERFORMANCE (pages 8-38)** - Submit report dated 12 August 2009 ([copy enclosed](#)) by the Chief Executive to advise of the completion and results of the Council's Second Council-wide Strategic Self-Assessment of Performance, and to refer the high level Improvement Action Plan agreed by Cabinet in response to the Improvement Agenda arising from this exercise for the Governance and Scrutiny Committee's interest.

### **SCRUTINY**

4. **AWARDING OF CONTRACTS: PERIOD FROM 16 MAY TO 14 AUGUST 2009 (pages 39-51)** - Submit report dated 6 August 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted on behalf of the Council for the period from 16 May to 14 August 2009.
5. **EMPLOYEE STATISTICAL INFORMATION (pages 52-77)** - Submit report dated 13 August 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide a range of employee statistics including staffing watch and absence for the Council for the period 1 April to 30 June 2009.
6. **EAST AYRSHIRE COMMUNITY PLANNING PROCESS: 2008/2009 ANNUAL PERFORMANCE REPORT (pages 78-110)** - Submit report dated 20 July 2009 ([copy enclosed](#)) by the Chief Executive to present the 2008/09 Annual Performance Report for Community Planning in East Ayrshire.
7. **REPORT ON THE REVIEW OF THE COUNCIL'S WINTER EMERGENCY RESPONSE POLICY** - Submit report ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to present the outcome report by members of this Committee on their recent review of the Council's Winter Emergency Response Policy and to invite the Committee to agree, or otherwise, the recommendations contained in the draft report for presentation to Cabinet. View Policy
8. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following Resolution:- "That under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 7A of the Act".

9. **GLAISNOCK TRUST: INTERNAL AUDIT EXAMINATION OF PAYMENTS (pages 111-148)** - Submit report dated 13 August 2009 (copy enclosed) by the Chief Executive to provide information on Internal Audit's investigation into grant payments made to Glaisnock Trust. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**