

Chief Executive's Department

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

13 December 2007

Dear Councillor

GOVERNANCE AND SCRUTINY COMMITTEE - 21 DECEMBER 2007

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **FRIDAY 21 DECEMBER 2007** at **1000 HRS** to consider the undernoted business.

Yours sincerely



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

B U S I N E S S

INTIMATE APOLOGIES

1. **PREVIOUS MINUTES (pages 1-6)** - Submit for approval as a correct record the Minutes of meeting of the Governance and Scrutiny Committee held on 23 November 2007 (copy enclosed).



2. MONITORING REPORTS

- 2.1 AWARDING OF CONTRACTS FOR THE PERIOD NOVEMBER 2007 (pages 7-13)** - Submit report dated 30 November 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted. The amounts shown are the actual cost of the contracts and are exclusive of professional fees.

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- 3. PROGRESS REPORT - INTERNAL AUDIT PLAN 2007/08 (pages 14-26)** - Submit report dated 6 December 2007 (copy enclosed) by the Chief Auditor to submit a mid-year progress report on performance against the Audit Plan for financial year 2007/08.

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- 4. STATUTORY PERFORMANCE INDICATORS (pages 27-54)** - Submit report dated 21 November 2007 (copy enclosed) by the Executive Head of Finance and Asset Management (i) to present the outcome for the 2006/07 Statutory Performance Indicators on the basis of the Department within which responsibility for the indicator currently lies; (ii) to provide comparative performance information for previous years; and (iii) to provide contextual information on performance trends.

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- 5. BEST VALUE IMPROVEMENT AGENDA (ACTION PLAN NO 10) - CHALLENGE AND REVIEW - PROGRESS AGAINST THE BEST VALUE SERVICE REVIEW PROGRAMME FOR 2004/07 AND NEW ARRANGEMENTS FOR 2007/10 (pages 55-82)** - Submit report dated 6 December 2007 (copy enclosed) by the Executive Head of Finance and Asset Management (i) to review the implementation of the 2004/07 Best Value Service Review Programme, in terms of progress against the programme and overall outcomes achieved; (ii) to consider the most appropriate configuration of Service Units, following the Council restructuring, and following a review of the Service review process; and (iii) to set out a timetable for the new 2007/10 Best Value Service Review Programme.

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- 6. EXCLUSION OF PRESS AND PUBLIC** - Recommend that 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 8 of Schedule 7A of the Act".

- 7. FINANCE CAPITAL REPORT FOR PERIOD 7** - Submit report dated 21 November 2007 (this report is attached under separate cover) by the Executive Head of Finance and Asset Management advising Members of the projected financial position for General Services and Housing Investment for programmes based on information provided by Executive Directors. **Report not enclosed - Refer to Exclusion of Press and Public**