

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE - 18 DECEMBER 2009

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/LLEGAL/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

11 December 2009
SN/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: Stuart Nelson, Administrative Officer.

APPENDIX I

<u>NO</u>	<u>ORIGIN</u>	<u>ISSUE</u>	<u>UPDATE</u>
1.	Governance & Scrutiny Committee, 20 November 2009 (Item 3 (vi), Page 937, 07/12)	<u>Closure of District Court, Cumnock</u> - The Head of Legal, Procurement and Regulatory Services to confirm the status of the decision taken by the Justice Committee to close the District Court in Cumnock	The relevant information as provided by the Head of Legal, Procurement and Regulatory Services is set out in Annex 1.
2.	Governance & Scrutiny Committee, 20 November 2009 (Item 3 (vii), Page 937, 07/12)	<u>Fairer Scotland Fund: Funding to the Council's Education Service</u> - The Executive Head of Finance and Asset Management to provide further information on the level of funding provided to the Council's Education Service through the Fairer Scotland Fund.	The relevant information as provided by the Executive Head of Finance and Asset Management is set out in Annex 2.
3.	Governance & Scrutiny Committee, 20 November 2009 (Item 7(ii), Page 939, 07/12)	<u>Employee Statistical Information: Analysis of Absence Rates</u> - The Head of Human Resources to provide an update report to Members in respect of analysis of absence rates to incorporate information on teachers which had been unavailable for the period in question.	Update report is provided at Annex 3.
4.	Governance & Scrutiny Committee, 20 November 2009 (Item 8 (v), Page 939, 07/12)	<u>Personal Care Arrangements</u> - The Head of Service: Community Care to provide information on the number of clients who were receiving services at home under the current personal care arrangements compared to the previous arrangements.	The relevant information as provided by the Head of Service: Community Care is set out in Annex 4.
5.	Governance & Scrutiny Committee, 20 November 2009 (Item 10 (iii), Page 940, 07/12)	<u>Review Topic - Vehicle Tracker System</u> - Noted, arising from discussion during the awareness raising presentation which proceeded the meeting, that officers would provide Members with information on timetabling for the commencement of this review.	This information is set out in an information note prepared by the Head of Democratic Services as provided at Annex 5.

<u>NO</u>	<u>ORIGIN</u>	<u>ISSUE</u>	<u>UPDATE</u>
6.	Governance & Scrutiny Committee, 20 November 2009 (Item 11(ii), Page 941, 07/12)	<u>Patna Community Facility: Flooding Problem</u> - That the Executive Head of Finance and Asset Management investigate an apparent flooding problem within the car par at Patna Community Facility,	The Property Officer has visited the site and found a blocked gully. Accordingly, an instruction has been issued to the contractor to rectify the problem and the Officer will continue to monitor the situation.
7.	Governance & Scrutiny Committee, 20 November 2009 (Item 11 (iii), Page 941, 07/12)	<u>St Xavier's Primary School</u> - The Executive Director of Educational and Social Services to confirm that the current St Xavier's Primary School continues to be fit for purpose.	The Executive Director of Educational and Social Services has consulted officers in the Asset Management Service who have confirmed that although there are significant fabric issues, the present St Xavier's Primary School building does offer adequate accommodation for educational purposes.
8.	Governance & Scrutiny Committee, 20 November 2009 (Item 11 (iv), Page 941, 07/12)	<u>Netherthird Community Centre: Outstanding Works</u> - The Executive Head of Finance and Asset Management to confirm the position with regard to the completion of outstanding works to the sprinkler system in the Community Centre.	The EHFAM advises that the tank room has been constructed and it is anticipated that the tank will be delivered before 24 December 2009.
9.	Governance & Scrutiny Committee, 20 November 2009 (Item 11 (v), Page 941, 07/12)	<u>Rural Route Improvement Programme: A70: Land Acquisition</u> - The Executive Director of Neighbourhood Services confirm the current position with regard to negotiations with the land owner regarding acquisition of an area of land required to implement an improvement scheme on the A70 under the Rural Route Improvement Programme.	The Executive Director of Neighbourhood Services has circulated information to members of the Committee, but due to the confidential nature of the information this is not included with this report.

11 December 2009

SN/FM

ANNEX 1

Councillors,

I have been requested to provide some additional details in relation to the legislative process in the Scottish Parliament with specific reference to the coming into force of The Justice of the Peace Courts (Sheriffdom of South Strathclyde, Dumfries and Galloway) etc Order 2009 (SSI 2009/332) which will result in the disestablishment of Cumnock District Court.

The matter of the making of any such instrument is covered in terms of chapter 10 of the Standing Orders to the Scottish Parliament covering subordinate legislation procedure. In terms of rule 10.1.3 any instrument laid before parliament (as all instruments theoretically are) are referred to the lead committee (in this case the Justice Committee) and also Subordinate Legislation Committee (which is a mandatory committee) unless the Parliament, on a motion of the Parliamentary Bureau, decides that the instrument is to be considered by the Parliament. In this case there was no such motion so it fell to be considered by the above two committees.

The specific remit of the Subordinate Legislation Committee is to consider and report on –

- (a) Any-
 - (i) Subordinate legislation laid before Parliament;
 - (ii) Scottish Statutory Instrument not laid before the Parliament but classified as general according to its subject matter,

and, in particular, to determine whether the attention of the Parliament should be drawn to any of the matters mentioned in Rule 10.3.1

At its meeting on 6 October 2009 the Subordinate Legislation Committee determined that it did not need to draw the attention of Parliament to the instrument on any of the grounds within its remit. This was also reported to the Justice Committee as the lead committee who in turn on 17 November voted against Cathy Jamieson's motion for the annulment of the instrument on the convener's casting vote.

Most importantly however, at the very outset, instruments are required to identify whether they are to be subject to either negative resolution procedure or draft affirmative procedure. The decision of which procedure to use is determined on a case by case basis but, as an example, draft affirmative procedure would be used in cases where an instrument amends primary legislation. Even after approval by the lead committee the use of draft affirmative procedure would require that the instrument be formally approved by Parliament.

In this case the instrument was subject to negative resolution procedure. The principal difference between negative and affirmative procedures is that an instrument once approved under negative procedure by the relevant committee(s)

does not require to be thereafter formally approved in Parliament. The use of negative resolution was not questioned or queried in any way by either the Subordinate Legislation Committee or the Justice Committee. Accordingly, as soon as the SSI was approved at the Justice Committee there was no requirement for the matter to be considered in the Scottish Parliament. The method to bring an instrument subject to negative procedure before Parliament would be the submission of a motion for annulment. In this case, Cathy Jamieson submitted such a motion which was defeated on the casting vote of the convener.

Consequently, the instrument came into force without any further procedure or challenge.

I trust that this fairly complicated explanation is OK for your purposes but if any further explanation is required please let me know.

Stuart McCall
Legal and Procurement Services Manager
Telephone: 01563 576085
Fax: 01563 579176

Key Service / Project	Funding Recipient		Funding Recommendations from Panel		
	Organisation Type	Lead Department	2008/09	2009/10	2010/11
			£	£	£
Administration/Management Fee	Local Authority	Corporate Support - Community Planning	30,000	30,000	30,000
Coalfield Communities Federation	Independent Organisation	Corporate Support - Community Planning	57,800	0	0
North Federation	Independent Organisation	Corporate Support - Community Planning	68,000	0	0
CPPU - Core Support	Local Authority	Corporate Support - Community Planning	365,500	299,920	299,920
Small Project Development Fund	Local Authority	Corporate Support - Community Planning	20,000	18,500	18,500
Research Officer	Local Authority	Corporate Support - Community Planning	29,000	30,500	49,000
Effective Community Participation, Consultation and Engagement	Local Authority	Corporate Support - Democratic Services	6,000	6,000	6,000
Back to Work Connections	Local Authority	Corporate Support - P & ED	823,000	700,000	700,000
East Ayrshire JobRotation	Workers Educational Association	Corporate Support - P & ED	71,000	71,000	71,000
Community Environmental Improvement Action Plans and Projects (New title: Restoring Communities Programme)	Local Authority	Corporate Support - P & ED	285,000	271,000	257,000
Conservation Area Regeneration Scheme (CARS) and THI	Local Authority	Corporate Support - P & ED	100,000	180,000	180,000
East Ayrshire Woodlands	Unincorporated Partnership	Corporate Support - P & ED	66,000	66,000	81,600
External Funding and Sustainability Worker	Local Authority	Corporate Support - P & ED	30,000	30,000	30,000
Citizens' Advice Bureau	Voluntary Organisation	Corporate Support - Trading Standards	26,450	100,000	100,000
Total Corporate Support			1,977,750	1,802,920	1,823,020

Transferred to
ESS 09-10
Transferred to
ESS 09-10
Transferred to
ESS 09-10 - 2
Employees

Key Service / Project	Funding Recipient		Funding Recommendations from Panel		
	Organisation Type	Lead Department	2008/09	2009/10	2010/11
			£	£	£
Children Learning Health and Supported Play Initiative (CLHASP)	Local Authority	Educational and Social Services - ES	22,000	22,000	22,000
Coalfield Communities Federation	Independent Organisation	Educational and Social Services - ES	0	59,500	61,000
North Federation	Independent Organisation	Educational and Social Services - ES	0	67,000	69,000
Community Learning and Development - 2 Employees from CPPU	Local Authority	Educational and Social Services - ES	0	65,580	65,580
Dalmellington Youth Centre (The Zone)	Voluntary Organisation	Educational and Social Services - ES	67,500	69,000	71,000
Transport for Netherthird Nursery and Family Centre	Local Authority	Educational and Social Services - ES	10,000	0	0
yipworld.com	Voluntary Organisation	Educational and Social Services - ES	123,000	126,000	129,000
Breakfast Clubs	Local Authority	Educational and Social Services - ES	65,000	67,000	69,000
Ethnic Minority Inclusion	Local Authority	Educational and Social Services - ES	40,000	40,000	40,000
Bellsbank Project	Local Authority	Educational and Social Services - ES	0	0	11,000
Dalrymple Youth Centre	Local Authority	Educational and Social Services - ES	0	0	9,600
Youth Outreach	Local Authority	Educational and Social Services ES	83,000	85,000	87,000
Wraparound Early Years Care	Local Authority	Educational and Social Services ES	290,000	300,000	300,000
More Choices: More Chances	Local Authority	Educational and Social Services - ES	370,000	370,000	370,000
Total Education Services			1,070,500	1,271,080	1,304,180

Transferred from CPPU 09-10
Transferred from CPPU 09-10
Transferred from CPPU 09-10

Key Service / Project	Funding Recipient		Funding Recommendations from Panel		
	Organisation Type	Lead Department	2008/09 £	2009/10 £	2010/11 £
Substance Misuse	Local Authority	Educational and Social Services - SS	47,000	0	0
Victim Support	Voluntary Organisation	Educational and Social Services - SS	0	10,400	10,700
Cumnock and Doon Valley Credit Union	Voluntary Organisation	Educational and Social Services - SS	50,000	50,000	50,000
Finance and Development Officer/Admin Worker/Other Staff Costs	Local Authority	Educational and Social Services - SS	16,455	0	0
Carer and Young Carer Support	Voluntary Organisation	Educational and Social Services -SS	112,000	114,500	117,500
Kilmarnock Credit Union	Voluntary Organisation	Educational and Social Services - SS	50,000	50,000	50,000
Total Social Services			275,455	224,900	228,200
Key Service / Project	Funding Recipient		Funding Recommendations from Panel		
	Organisation Type	Lead Department	2008/09 £	2009/10 £	2010/11 £
Environmental Hit Squad	Local Authority	Neighbourhood Services - Leisure	50,000	50,000	50,000
Coalfield Community Transport	Voluntary Organisation	Neighbourhood Services - R&T	63,500	70,600	63,500
Reflectors for Schools	Local Authority	Neighbourhood Services - R&T	0	1,500	1,500
Road Safety Improvements	Local Authority	Neighbourhood Services - R&T	98,000	92,000	60,000
Street Lighting	Local Authority	Neighbourhood Services - R&T	172,000	114,000	114,000
Kilmarnock Shopmobility	Local Authority	Neighbourhood Services - R&T	20,000	20,000	20,000
Additional Police Resources	Strathclyde Police	Strathclyde Police	330,000	330,000	200,000
Total Neighbourhood Services			733,500	678,100	509,000
Unallocated Balance			0	0	67,600
			4,057,205	3,977,000	3,932,000

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE – 18 DECEMBER 2009

EMPLOYEE STATISTICAL INFORMATION

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 Governance and Scrutiny Committee with revised employee absence statistics for Quarter 3 (July – September 2009).

2. BACKGROUND INFORMATION

- 2.1 At its meeting on 20 November 2009 the Governance and Scrutiny Committee considered the Employee Statistical Information report for Quarter 3 (July to September 2009). Included in this report were statistics relating to employee absence. Because of difficulties encountered with the SEEMIS recording system the report did not include statistics relating to teacher absence during the reporting period although it included statistics for all other employees. At the meeting the Head of Human Resources advised the Committee that when the technical difficulties with SEEMIS were resolved revised absence statistics for Quarter 3 (July – September 2009) would be provided. This report provides the revised statistics.
- 2.2 Attached to this report are Appendices showing the overall absence statistics for Quarter 3 (July to September 2009). As can be noted, the overall Council absence level for Quarter 3 was 5.13%.
- 2.3 The Appendices attached to this report replace in their entirety Appendices 7, 8 and 10 of the report considered by the Committee on 20 November 2009.

3. POLICY IMPLICATIONS

- 3.1 The provision of the information contained in this report contributes to the Council's corporate workforce planning arrangements.

4. LEGAL IMPLICATIONS

- 4.1 There are no legal implications arising from this report.

5. COMMUNITY PLAN IMPLICATIONS

- 5.1 The provision of employee statistics allows the Council to manage effectively its workforce which contributes directly to the achievement of all Community Planning themes.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications arising from this report.

7. RECOMMENDATION

- 7.1 The Governance and Scrutiny Committee is asked to note the revised absence statistics contained in this report.

Elizabeth Morton
**Depute Chief Executive/
Executive Director of Corporate Support**
7 December 2009

BACKGROUND PAPERS

1. Employee Statistical Information – Report submitted to Governance and Scrutiny Committee on 20 November 2009.

Anyone wishing further information on the report should contact Martin Rose, Head of Human Resources, on 01563 576092.

Implementation Officer: Martin Rose, Head of Human Resources

EAST AYRSHIRE COUNCIL

ABSENCE MANAGEMENT REPORT QUARTER 3, 2009

1. Breakdown of Absence Statistics in Quarter 3, 2009

Department	LGE % Loss	Teachers % Loss	Total % Loss
Chief Executive's Office	3.36	-	3.36
Corporate Support	3.64	-	3.64
Educational & Social Services	5.61	2.52	4.91
Neighbourhood Services	6.50	-	6.50
TOTAL	5.56	2.52	5.13

2. Application of Managing Absence Policy

2.1 Short term and persistent short term absence

Short Term and Persistent Short-term Absence										
Department	No. of Employees < 4 weeks absence	No. of Absence Review Meetings		No. of Follow-up Review Meetings Held		No. of New OHS Referrals	No. of Ongoing OHS Referrals	No. of Welfare Referrals	No. of Physio - therapy Referrals	No. of referrals to Discipline Procedure
		Due	Held	Due	Held					
Chief Executive's Office, Finance & Asset Management	81	24	15	27	20	2	0	0	0	0
Corporate Support	102	32	5	26	11	3	4	0	1	0
Educational & Social Services	909	142	61	42	30	29	4	0	13	0
Neighbourhood Services	426	138	83	147	114	11	8	2	4	0
TOTALS	1518	336	164	242	175	45	16	2	18	0

2.2 Long term absence

Long Term Absence										
Department	No. of Employees > 4 weeks absence	No. of Absence Review Meetings		No. of Follow-up Review Meetings Held		No. of New OHS Referrals	No. of Ongoing OHS Referrals	No. of Welfare Referrals	No. of Physio - therapy Referrals	No. of referrals to Discipline Procedure
		Due	Held	Due	Held					
Chief Executive's Office, Finance & Asset Management	13	7	1	10	6	1	0	0	0	0
Corporate Support	21	17	1	6	3	6	8	0	0	0
Educational & Social Services	267	62	53	61	48	52	54	8	0	0
Neighbourhood Services	143	51	27	76	63	20	24	9	2	0
TOTALS	444	137	82	153	120	79	86	17	2	0

3. Short term/ Long term absence comparison

Department	Number of Absence Periods						
	1 day	2-7 days	8 days - 1 month	1 – 3 months	3 – 6 months	+6 months	+12 months
Chief Executive's Office, Finance & Asset Management	26	49	9	12	1	0	0
Corporate Support	36	65	13	15	4	0	0
Educational & Social Services	303	457	185	124	67	53	18
Neighbourhood Services	125	237	74	74	39	20	52
Total	490	808	281	225	111	73	70
% spread	23.81	39.26	13.65	10.93	5.39	3.55	3.40

4. Reason for Absence during the current quarter for the Council is as follows:

Reason for Absence	Lost Working Days	Percentage %
Angina/Heart Problem	426	2.96
Asthma	166	1.16
Bronchitis	61	0.42
Chronic Fatigue Syndrome	102.5	0.71
Colds/Flu	1013	7.05
Endocrine	107	0.74
Gynaecological	103	0.72
Headache/Migraine	208.5	1.45
Injury – Non Work Related	387	2.69
Musculo –Skeletal	2803	19.51
Neurological	150	1.04
Operations/Recovery/Treatment	3002	20.89
Pregnancy Related	162.5	1.13
Skin Conditions	58.5	0.41
Stomach/Abdominal	1084.5	7.55
Stress/Debility	2999.5	20.88
Viral Infection	699	4.86
Workplace Injury	372	2.59
Other Reason	463.5	3.23
TOTAL LOST WORKING DAYS	13382.5	100.00

5. Lost Working Days – Short-term/Long-term comparison

Department	Lost Working Days				
	Total no of working days in period	Lost days < 4 weeks	% of total working days	Lost days > 4 weeks	% of total working days
Chief Executive's Office	14865	303	2.04	196	1.32
Corporate Support	20378	379.5	1.86	363	1.78
Educational & Social Services	175656.5	4118	2.34	4499	2.56
Neighbourhood Services	69389.5	1827.5	2.63	2682.5	3.87
TOTAL	280289	6628	2.36	7740.5	2.76

EAST AYRSHIRE COUNCIL

APPENDIX 8

ANALYSIS OF ABSENCE

JULY - SEPTEMBER 2009

DEPARTMENT: All Departments - All Absence

SECTION	LG EMPLOYEES				TEACHERS*				TOTAL			
	Average No. of Employees	Lost Working Days	Work Days Available	% Loss	Average No. of Employees	Lost Working Days	Work Days Available	% Loss	Average No. of Employees	Lost Working Days	Work Days Available	% Loss
Chief Executive's Office	301	499	14865	3.36%	0	0	0	0.00%	301	499	14865	3.36%
Corporate Support	399	742.5	20377.5	3.64%	0	0	0	0.00%	399	742.5	20377.5	3.64%
Neighbourhood Services	1368	4510	69389.5	6.50%	0	0	0	0.00%	1368	4510	69389.5	6.50%
Educational & Social Services	3004	7609.5	135709.5	5.61%	979	1007.5	39947	2.52%	3983	8617	175657	4.91%
TOTAL	5072	13361	240341.5	5.56%	979	1007.5	39947	2.52%	6051	14368.5	280289	5.13%

APRIL - JUNE 2009

DEPARTMENT: All Departments

SECTION	LOCAL GOVERNMENT EMPLOYEES				TEACHERS				TOTAL			
	Average No. of Employees	Lost Working Days	Work Days Available	% Loss	Average No. of Employees	Lost Working Days	Work Days Available	% Loss	Average No. of Employees	Lost Working Days	Work Days Available	% Loss
Chief Executive's Office	298	464.5	15525	2.99%	0	0	0	0.00%	298	464.5	15525	2.99%
Corporate Support	374	451.5	19524	2.31%	0	0	0	0.00%	374	451.5	19524	2.31%
Neighbourhood Services	3297	9146	162084	5.64%	0	0	0	0.00%	3297	9146	162084	5.64%
Educational & Social Services	1358	3584	72307.5	4.96%	1456	1824	68196.5	2.67%	2814	5408	140504	3.85%
TOTAL	5,327	13,646.0	269,440.5	5.06%	1,456	1,824.0	68,196.5	2.67%	6,783	15,470.0	337,637	4.58%

SHORT TERM ABSENCE
Number of New Referrals to Occupational Health

Section	Angina/ Heart Problem	Asthma	Bronchitis	Chronic Fatigue Syndrome	Colds/ Flu	Endocrine	Gynae - cological	Headache/ Migraine	Injury Non Work	Musculo Skeletal	Neuro - logical	Operation/ Recovery/ Treatment	Pregnancy Related	Skin Conditions	Stomach/ Abdominal	Stress/ Debility	Viral Infection	Workplace Injury	Other Reason
Chief Executive's Office										2									
Corporate Support																2			1
Educational & Social Services	1		1							14					2	10			
Neighbourhood Services										6				1	1	3			1
Total	1	0	1	0	0	0	0	0	0	22	0	0	0	1	3	15	0	0	2

SHORT TERM ABSENCE

Number of Ongoing Referrals to Occupational Health

Section	Angina/ Heart Problem	Asthma	Bronchitis	Chronic Fatigue Syndrome	Colds/ Flu	Endocrine	Gynae - cological	Headache/ Migraine	Injury Non Work	Musculo Skeletal	Neuro - logical	Operation/ Recovery/ Treatment	Pregnancy Related	Skin Conditions	Stomach/ Abdominal	Stress/ Debility	Viral Infection	Workplace Injury	Other Reason
Chief Executive's Office																			
Corporate Support										1						1	1		1
Educational & Social Services	1								1	1						2			
Neighbourhood Services										3						4			
Total	1	0	0	0	0	0	0	0	1	5	0	0	0	0	0	7	1	0	1

LONG TERM ABSENCE
Number of New Referrals to Occupational Health

Section	Angina/ Heart Problem	Asthma	Bronchitis	Chronic Fatigue Syndrome	Colds/ Flu	Endocrine	Gynae - cological	Headache/ Migraine	Injury Non Work	Musculo Skeletal	Neuro - logical	Operation/ Recovery/ Treatment	Pregnancy Related	Skin Conditions	Stomach/ Abdominal	Stress/ Debility	Viral Infection	Workplace Injury	Other Reason
Chief Executive's Office																			
Corporate Support																3			3
Educational & Social Services	1			1		2			1	11		7			1	20	2	1	5
Neighbourhood Services										5		6				7		1	2
Total	1	0	0	1	0	2	0	0	1	16	0	13	0	0	1	30	2	2	10

LONG TERM ABSENCE

Number of Ongoing Referrals to Occupational Health

Section	Angina/ Heart Problem	Asthma	Bronchitis	Chronic Fatigue Syndrome	Colds/ Flu	Endocrine	Gynae - cological	Headache/ Migraine	Injury Non Work	Musculo Skeletal	Neuro - logical	Operation/ Recovery/ Treatment	Pregnancy Related	Skin Conditions	Stomach/ Abdominal	Stress/ Debility	Viral Infection	Workplace Injury	Other Reason
Chief Executive's Office																			
Corporate Support										2					1	2	2		1
Educational & Social Services	5			1						17		9				17			5
Neighbourhood Services										9		3				8		2	2
Total	5	0	0	1	0	0	0	0	0	28	0	12	0	0	1	27	2	2	8

EAST AYRSHIRE COUNCIL
GOVERNANCE AND SCRUTINY COMMITTEE
18 DECEMBER 2009

Clarification in respect of Home care hours:

Personal care at home for people aged 65 and over			
	2007	2008	2009
Personal care at home (people)	1315	1465	1514
All Home Care (people)	1567	1726	1790
% Personal Care (people)	89%	92%	95%
Personal care Hours	10931	12369	12402
All Hours	13554	14196	13931
% Personal Care Hours	81%	87%	89%

NOTE FOR MEMBERS OF THE GOVERNANCE AND SCRUTINY COMMITTEE**ADDITIONAL INFORMATION REQUESTED BY COMMITTEE AT ITS MEETING
ON 20 NOVEMBER 2009****TOPIC REVIEW - VEHICLE TRACKER SYSTEM - TIMEFRAME FOR THE
COMMENCEMENT OF THIS REVIEW**

MEETING	DECISION
Governance & Scrutiny Workshop 24 January 2008	Three topics selected for review in 08/09, one of which being the review of the Vehicle Tracker System. This review was following a topic suggestion form submitted by Councillor Eric Ross.
Governance & Scrutiny Committee 14 March 2008	Report to Committee on topics suggested for review from the Workshop. Agreed timescale for Vehicle Tracker System. Agreed commence November 2008. Estimated completion March 2009.
Governance & Scrutiny Committee 27 June 2008	Report to Committee on Work Programmes. Still on track for November 2008 commencement date.
	Discussion between Executive Director of Neighbourhood Services and Chair regarding progressing matter and potential conflict with Building and Works investigation. Agreed to put to Governance and Scrutiny Workshop in January 2009 to revise timescale.
Governance & Scrutiny Workshop January 2009	Agreed to the updated Project Plan Template and the variation on the timescales. Depending on the timing of the other reviews which had been selected for 09/10.
Governance & Scrutiny Committee 13 March 2009	Report to Committee on Workshop recommendation. Agreed to rescheduling of Vehicle Tracker System topic. Revised commencement date November 2009. Estimated completion March 2010.