

EAST AYRSHIRE COUNCIL

GOVERNANCE AND SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 14 JANUARY 2011 AT 1000 HRS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Councillors Tom Cook, Willie Coffey, John McGhee, Helen Coffey, Alan Brown, Stuart Finlayson, Jimmy Kelly, Elaine Dinwoodie and Drew Filson.

ATTENDING: Elizabeth Morton, Depute Chief Executive/Executive Director of Neighbourhood Services; Graham Short, Executive Director of Educational and Social Services; Alex McPhee, Executive Director of Finance and Corporate Support; Martin Rose, Head of Human Resources; David Mitchell, Head of Legal, Procurement and Regulatory Services; Bill Walkinshaw, Head of Democratic Services; Derek Spence, Housing Asset Services Manager; and Stuart Nelson, Administrative Officer.

APOLOGIES: Councillors John Campbell and Eric Ross.

CHAIR: Councillor Tom Cook, Chair.

PREVIOUS MINUTES

1. There were submitted and approved as a correct record, the Minutes of the Meeting held on 17 December 2010 (circulated) subject to, at Item 6, paragraph 2, bullet point 6, reference being made to "paragraph 2.11 of the report", rather than "paragraph 2.1 of the report".

The Chair confirmed, and it was noted, that information relating to relevant matters arising from the last meeting was included within the Matters Arising Update Report under Item 2 on the Agenda; that at Item 5, the Head of Legal, Procurement and Regulatory Services would later this month be issuing a briefing note to Elected Members on decision making on the Council's budget in instances where they were also members of an outside body; and that, at Item 6, the Head of Finance had provided further information to Councillor Stuart Finlayson on the breakdown of costs of additional investment income and the favourable cash flow position in respect of debt charges as detailed in paragraph 2.11 of the Finance and Service Strategy Report submitted to the last meeting.

MATTERS ARISING UPDATE REPORT

2. There was submitted a report dated 12 January 2011 (circulated) by the Executive Director of Finance and Corporate Support which provided the Committee with a consolidated response to information requests made by Members at the last meeting.

It was agreed:

- (i) to note, with regard to Section 3.1.2 of the report, and as advised by the Head of Human Resources, further information relative to the value of the salaries of those employees on the redeployment register;
- (ii) arising from discussion, to note that the Depute Chief Executive/Executive Director of Neighbourhood Services would discuss with Councillor Jimmy

Kelly, outwith the meeting, specific details with regard to the reporting of repairs to central heating systems by tenants over the Christmas/New Year holiday period, and would progress matters appropriately in the light thereof; and

- (iii) otherwise, to note the terms of the report.

Councillor Drew Filson joined the meeting during consideration, but prior to determination, of the preceding item.

GOVERNANCE

COUNCILLORS AND OFFICERS: ROLES AND WORKING RELATIONSHIPS: ARE YOU GETTING IT RIGHT?

3. There was submitted a report dated 28 September 2010 (circulated) by the Executive Director of Finance and Corporate Support which advised of the publication of the Audit Scotland report "Roles and Working Relationships: Are You Getting it Right?", and outlined the Council's position in response to the recommendations arising from the report.

During discussion, the Depute Chief Executive/Executive Director of Neighbourhood Services and the Head of Democratic Services provided clarification on matters raised by Elected Members relative to the various arrangements put in place to ensure that Elected Members have the best opportunity to participate in training, recognising Members' other commitments; Members' access to their individual training plans; and evidence for the conclusion within Audit Scotland's BV2 Pathfinder Audit relative to the existence of good relationships between Members and officers.

It was agreed:

- (i) to note the publication of the Audit Scotland report "Roles and Working Relationships: Are You Getting it Right?";
- (ii) to note the key messages of the Audit Scotland report as summarised in Section 3.2 of the report by the Executive Director;
- (iii) to note the summary of this Council's current position/arrangements to respond to the key issues identified within the Audit Scotland report, as outlined in Section 3.3 of the report by the Executive Director;
- (iv) that, in order to ensure that the effectiveness of the Council's arrangements in terms of responding to the issues covered by the Audit Scotland report on Councillors and Officers Roles and Relationships continue to be challenged, elements of the key questions checklist appended to the Audit Scotland report be incorporated into the annual review of the Council's Corporate Governance arrangements and the Annual Elected Members' Needs Assessment process; and
- (v) otherwise, to note the terms of the report.

SCRUTINY

COMMUNITY PLANNING PARTNERSHIP SINGLE OUTCOME AGREEMENT: IMPROVEMENT PLAN (Item 9, Page , 07/12)

4. There was submitted a report dated 16 December 2010 (circulated) by the Chief Executive which presented for consideration the Single Outcome Agreement Improvement Plan which had been developed to address areas identified for improvement in the Single Outcome Agreement (SOA) Annual Performance Report.

During discussion, and in response to the matter having been raised, the Depute Chief Executive/Executive Director of Neighbourhood Services provided further information relative to employment training and development in light of the winding down of the Future Jobs Fund and within the context of the skills development and employment initiatives being pursued by the Council in conjunction with partners.

It was agreed:

- (i) to note the progress in respect of the actions identified in the SOA Improvement Plan, considered by Cabinet at its meetings held on 23 March and 15 December 2010, and as detailed within the Appendix to the report;
- (ii) to note that work was being taken forward to update the Single Outcome Agreement within the context of the Community Plan Four Yearly Review process;
- (iii) to receive further reports on progress, as appropriate;
- (iv) that further information be provided within the Matters Arising Update Report to the next meeting with regard to National Outcome 6 "We Live Longer, Healthier Lives - Alcohol and Drugs Agenda", as featured within the Appendix to the report, relative to needs identified in this area and the response by partners; and
- (v) otherwise, to note the terms of the report.

AWARDING OF CONTRACTS - PERIOD FROM 6 NOVEMBER TO 20 DECEMBER 2010

5. There was submitted a report dated 5 January 2011 (circulated) by the Executive Director of Finance and Corporate Support which provided, for information, details of tenders which had been accepted on behalf of the Council for the period from 6 November to 20 December 2010.

During discussion, Members raised issues relative to the undernoted matters which were responded to by the appropriate officers, namely:-

- Limitations on the contractual provision relative to the use of local contractors/labour; and
- Assessment of the tenders received relative to the contracts for "Demolition and Associated Works: Gargieston Primary School, Kilmarnock" and "Research Brief for Child Protection Committee".

It was agreed:

- (i) that the Executive Director of Finance and Corporate Support would provide, outwith the meeting, further information to Councillor Stuart Finlayson with

regard to the specification for the proposed Stewarton Sports Centre and synthetic pitch at Strandhead Park;

- (ii) that the Depute Chief Executive/Executive Director of Neighbourhood Services would provide further information, outwith the meeting, to Councillor Stuart Finlayson with regard to the budgetary provision to meet the estimated £1m cost of providing/upgrading welfare facilities at the Roads Depots;
- (iii) that the Head of Legal, Procurement and Regulatory Services would give consideration to the nature of the information to be provided in future reports of this kind relative to contracts which had been let on a Schedule of Rates basis, with a view to promoting more meaningful evaluation of the outcome of the tendering process by Elected Members; and
- (iv) otherwise, to note the terms of the report.

The meeting terminated at 1104 hrs.