

## 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.

11 January 2008

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - 18 JANUARY 2008**

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 18 JANUARY 2008** at **1000 HRS** to consider the undernoted business.

Yours sincerely



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

## **BUSINESS**

### **INTIMATE APOLOGIES.**

1. **PREVIOUS MINUTES (pages 1-4)** - Submit, for approval as a correct record, Minutes of Meeting held on 21 December 2007 (copy enclosed).



2. **STRATEGIC SELF-ASSESSMENT OF PERFORMANCE PROGRESS REPORT (pages 5-24)** - Submit report dated 5 December 2007 (copy enclosed) by the Executive Head of Finance and Asset Management (i) to

provide Committee with a progress report on areas for improvement that were identified through both the Service Level Self Assessments of Performance and the Corporate Level Strategic Self-Assessment of Performance, which were undertaken in preparation for the 2006 Best Value and Community Planning Audit; (ii) to seek agreement that the small number of improvement actions yet to be achieved at a service level should be remitted to the appropriate Executive Director and brought to a conclusion; and (iii) to seek agreement that the improvement actions outstanding at a corporate level should be continued as part of a new corporate level assessment to be carried out early in 2008.

