

## Department of Finance and Corporate Support

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


14 May 2010

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - 21 MAY 2010**

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held on **FRIDAY 21 MAY 2010** commencing at **1000 HRS** in the **COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Alex McPhee

Executive Director of Finance and Corporate Support  
LY/FM

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

#### **INTIMATE APOLOGIES**

- 1. PREVIOUS MINUTES (pages 1-7)** - Submit, for approval as a correct record, the Minutes of the meeting held on 23 April 2010 ([copy enclosed](#)).
- 2. MATTERS ARISING UPDATE REPORT (pages 8-12)** - Submit report dated 6 May 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support providing the Committee with a consolidated response to information requests made by Members at previous meetings.

#### **PERFORMANCE**

- 3. SOCIAL BACKGROUND REPORTS TO THE CHILDREN'S HEARINGS (pages 13-19)** - Submit report ([copy enclosed](#)) by the Executive Director of Educational and Social Services advising of the Council's performance in respect of the percentage of social background reports submitted to the Children's Hearings within the target time determined by the Scottish Children's Reporter Administration (SCRA).

COUNCIL HEADQUARTERS  
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KILMARNOCK KA3 7BU  
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## SCRUTINY

4. **EMPLOYEE STATISTICAL INFORMATION** - Submit report dated 7 May 2010 by the Executive Director of Finance and Corporate Support providing a range of employee statistics including Staffing Watch and Absence for the Council for the period 1 January 2010 to 31 March 2010. ([Copy enclosed](#))
5. **AUDIT SCOTLAND REPORT - IMPROVING PUBLIC SECTOR EFFICIENCY (pages 20-26)** - Submit report dated 20 April 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support providing a summary of Audit Scotland's report on Improving Public Sector Efficiency, and outlining the Council's current approach and planned arrangements to respond to the key elements of the Good Practice Checklist produced by Audit Scotland to accompany the Improving Public Sector Efficiency report.
6. **AUDIT SCOTLAND REPORT - AN OVERVIEW OF LOCAL GOVERNMENT IN SCOTLAND 2009 (pages 27-39)** - Submit report dated 20 April 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support providing a summary of Audit Scotland's overview report on issues arising from Scottish Local Authority Audit in 2009 and outlining a response to the key questions for Elected Members outlined within the overview report to ensure an appropriate response to the challenging financial position anticipated over the next few years.
7. **THE AUDIT OF HOUSING AND COUNCIL TAX BENEFIT - OUTCOME OF RISK ASSESSMENT (pages 40-45)** - Submit report dated 13 April 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support advising of Audit Scotland's findings following the completion of a risk assessment of the Housing and Council Tax Benefit Service and setting out for approval a proposed Action Plan which addresses the risks to continue with the improvements identified.
8. **COUNCIL-SIDE STRATEGIC SELF ASSESSMENT OF PERFORMANCE - IMPROVING ACTION PLAN - ANNUAL REVIEW OF PERFORMANCE (pages 46-62)** - Submit report dated 20 April 2010 ([copy enclosed](#)) by the Executive Director of Finance and Corporate Support updating on the annual review of performance against the high level Improvement Action Plan agreed by Cabinet in response to the Improvement Agenda arising from the second Council-wide Strategic Self-Assessment of Performance.