

## Chief Executive's Department

Depute Chief Executive/Executive Director of Corporate Support: Elizabeth Morton

Direct Dial: (01563) 576001 Fax: (01563) 576200

Email: [elizabeth.morton@east-ayrshire.gov.uk](mailto:elizabeth.morton@east-ayrshire.gov.uk)

Council Headquarters, London Road, Kilmarnock KA3 7BU

Legal Post LP18 Fax: (01563) 576245

If calling or telephoning please ask for:

Stuart Nelson: Direct Dial Number: (01563) 576151

E-mail: [stuart.nelson@east-ayrshire.gov.uk](mailto:stuart.nelson@east-ayrshire.gov.uk)

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

13 November 2009

Dear Councillor

### **GOVERNANCE AND SCRUTINY COMMITTEE - 20 NOVEMBER 2009**

You are requested to attend the meeting of the **Governance and Scrutiny Committee** to be held in the **NETHERTHIRD COMMUNITY CENTRE, RYDERSTON DRIVE, CUMNOCK**, on **FRIDAY 20 NOVEMBER** commencing at **1030 HRS\***, in order to discuss the undernoted business.

(\*Members are asked to be aware of the later than normal start time for this meeting of the Committee in order to accommodate an awareness raising presentation to Members on the Vehicle Tracker System Review, commencing at 1000 hrs in the same venue, in respect of which Members will receive separate notification).

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, the Minutes of the meeting held on 23 October 2009 ([copy enclosed](#)).
2. **MATTERS ARISING UPDATE REPORT (pages 5-11)** - Submit report dated 6 November 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive

Director of Corporate Support to provide the Committee with a consolidated response to information requests made by Members at previous meetings.

## PERFORMANCE

3. **SINGLE OUTCOME AGREEMENT ANNUAL PERFORMANCE REPORT 2008/09 (pages 12-174)** - Submit report dated 11 November 2009 ([copy enclosed](#)) by the Chief Executive to present for consideration and review the first Annual Performance Report 2008/09 in respect of the East Ayrshire Community Planning Partnership Single Outcome Agreement (SOA).
4. **AUDIT SCOTLAND REPORT - IMPROVING CIVIL CONTINGENCIES PLANNING (pages 175-184)** - Submit report dated 11 November 2009 ([copy enclosed](#)) by the Executive Director of Neighbourhood Services to advise on the findings of the Audit Scotland report "Improving Civil Contingencies Planning", which was published in August 2009.
5. **AUDIT SCOTLAND - MAKING AN IMPACT: OVERVIEW OF AUDITS OF BEST VALUE AND COMMUNITY PLANNING 2004/09 (pages 185-189)** - Submit report dated 6 November 2009 ([copy enclosed](#)) by the Executive Head of Finance and Asset Management to provide a summary of the Audit Scotland report, "Making an Impact: Overview of Audits of Best Value and Community Planning 2004/09".

## SCRUTINY

6. **FINAL MEASUREMENTS ON WORKS CONTRACTS FOR THE PERIOD 1 APRIL TO 31 OCTOBER 2009 (pages 190-197)** - Submit report dated 4 November 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide, for information, details of final measurements for capital works contracts which have been accepted on behalf of the Council for the period 1 April to 31 October 2009.
7. **EMPLOYEE STATISTICAL INFORMATION (pages 198-222)** - Submit report dated 6 November 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to provide a range of employee statistics including Staffing Watch and Absence for the Council for the period 1 July to 30 September 2009.
8. **SWIA PERFORMANCE INSPECTION ACTION PLAN (pages 223-241)** - Submit report dated 6 November 2009 ([copy enclosed](#)) by Executive Director of Educational and Social Services to provide an action plan prepared in response to the Social Work Inspection Agency (SWIA) Performance Inspection of Social Work Services.
9. **REVIEW TOPIC - REASONS FOR THE LEVEL OF COMPLAINTS ON CONTRACT UPGRADES TO THE COUNCIL'S HOUSING STOCK UNDER THE CAPITAL PROGRAMME (Item 7, Page , 07/12) (pages 242-249)** - Submit report dated 13 November 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to present, for approval,

the amended Work Programme relative to the review topic “Reasons for the Level of Complaints on Contract Upgrades to the Council’s Housing Stock under the Capital Programme” which has been selected for review in 2009/10.

- 10. REVIEW TOPIC - VEHICLE TRACKER SYSTEM (Item 3, Page 651, 07/12) (pages 250-256)** - Submit report dated 13 November 2009 ([copy enclosed](#)) by the Depute Chief Executive/Executive Director of Corporate Support to present, for approval, the updated scoping paper and the amended Work Programme relative to the review topic “Vehicle Tracker System” which has been scheduled for review in 2009/10.
- 11. FINANCE AND SERVICE STRATEGY REPORT TO PERIOD 6 (20 SEPTEMBER 2009)** - Submit report dated 11 November 2009 by the Executive Head of Finance and Asset Management advising of the projected financial position for the year based on expenditure to 20 September 2009 (Period 6) and information provided by Executive Directors ([copy enclosed](#)).