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To: Councillors Knapp (Chair) O'Neill, Young, Reeves, Wilson, Reid, Cree, Weir, McIntyre, Linton, Murray, Finlayson, McDill, Jackson, Smith, Farrell, Menzies, Crawford, Ross, Dinwoodie and Carmichael.

8 February 2007

Dear Councillor

CORPORATE GOVERNANCE COMMITTEE – 15 FEBRUARY 2007

You are requested to attend the next meeting of the **Corporate Governance Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **THURSDAY 15 FEBRUARY 2007** commencing at **1000 HOURS** in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support

GH/SW

B U S I N E S S

INTIMATE APOLOGIES

MINUTES

1. **SUB-COMMITTEE MINUTES** - Submit for approval, both as a correct record and in respect of the recommendations contained therein, the undernoted Minutes (copies enclosed), viz:-
 - 1.1 **APPEALS SUB-COMMITTEE OF THE CORPORATE GOVERNANCE COMMITTEE OF 30 NOVEMBER AND 21 DECEMBER 2006 AND 1 AND 6 FEBRUARY 2007 (pages 1-4)**



1.2 CHAIR'S SUB COMMITTEE OF THE CORPORATE GOVERNANCE COMMITTEE OF 7 & 12 DECEMBER 2006 AND 25 JANUARY AND 7 FEBRUARY 2007 (pages 5-8)



- 2. RISK AND AUDIT SCRUTINY GROUP (pages 9-10)** – Submit for information and noting minutes of the meeting of the Risk and Audit Scrutiny Group held on 23 November 2006 (copy enclosed).



- 3. CHAIRS' MONITORING GROUP (pages 11-16)** – Submit for information and noting minutes of the meetings of the Chairs' Monitoring Group held on 9 November and 6 December 2006 and 31 January 2007 (copy enclosed).



- 4. CENTRAL JOINT CONSULTATIVE COMMITTEE (pages 17-19)** – Submit for information and noting minutes of the meeting of the Central Joint Consultative Committee held on 7 December 2006 (copy enclosed).



CORPORATE GOVERNANCE

- 5. 2005/2006 STATUTORY PERFORMANCE INDICATORS (SPIs) COUNCIL PROFILES (pages 20-40)** - Submit report dated 18 January 2007 (copy enclosed) by the Chief Executive providing summary information relating to the Council's relative position in respect of the 2005/2006 Statutory Performance Indicators (SPIs) as reported by Audit Scotland.



BEST VALUE

- 6. DEPARTMENT OF CORPORATE SUPPORT BEST VALUE PROCESS (pages 41-59)** – Submit report dated 23 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising on progress made by the Department of Corporate Support against our Best Value commitments, particularly in the implementation of the European Foundation for Quality Management Excellence Model (EFQM) and in the Department's programme for Best Value Review.



OTHER BUSINESS

- 7. IMPLEMENTATION OF SINGLE STATUS AGREEMENT – APPEALS PROCEDURE (pages 60-73)** – Submit report dated 17 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking approval of an Appeals Procedure in respect of the implementation of the Job Evaluation element of the Single Status Agreement.



8. **CoSLA – SCOTTISH EXECUTIVE JOINT STAFFING WATCH RETURN AT 9 DECEMBER 2006 (pages 74-82)** – Submit report dated 19 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising on the number of employees employed by the Council as at 9 December 2006 which has been reported to CoSLA as required under the Joint Staffing Watch arrangements.



9. **SCOTLAND'S HEALTH AT WORK (SHAW) MEN'S HEALTH WEEK – 13 - 17 NOVEMBER 2006 (pages 83-86)** – Submit report dated 22 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising on activities that were held within the Council as part of Men's Health Week -13 -17 November 2006 and of changes which are being made to Scotland's Health at Work Scheme (SHAW).



10. **EXCLUSION OF PRESS AND PUBLIC** – Recommend that the Committee pass the following Resolution:- “That under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and/or 11 of Schedule 7A of the Act as shown against each item”.

STAFFING

11. **ROADS AND TRANSPORTATION (LIGHTING SECTION) (pages 87-89)** – Submit joint report dated 18 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Acting Executive Director of Development and Property Services seeking approval for amendments for the staffing structure of the Roads and Transportation Division's Lighting Section within the Department of Development and Property Services, subject to consultation with Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
12. **HOUSING SERVICE – EXTENSION OF EXTERNALLY FUNDED POSTS (pages 90-92)** – Submit joint report dated 23 January 2007 (copy enclosed) by the Depute Chief Executive/ Executive Director of Corporate Support and the Executive Director of Neighbourhood Services seeking approval for the temporary extension of externally funded posts within the Housing Service of the Department of Neighbourhood Services, subject to consultation with Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
13. **SENSORY IMPAIRMENT SERVICES (pages 93-95)** – Submit joint report dated 26 January 2007 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and Executive Director of Educational and Social Services seeking approval for amendments to the staffing structure of the Social Work Service within the Department of Educational and Social Services, subject to consultation with Trade Unions.

Report not enclosed - Refer to Exclusion of Press and Public paragraph above.

- 14. LEISURE DEVELOPMENT – EXTENTION OF EXTERNALLY FUNDED POSTS (pages 96-97)** – Submit joint report dated 18 December 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services seeking approval for the temporary extension of externally funded posts employed in the Community Health Improvement Partnership (CHIP) Project within the Leisure Development Section of the Department of Neighbourhood Services.
Report not enclosed - Refer to Exclusion of Press and Public paragraph above.