

# **EAST AYRSHIRE COUNCIL**

## **CORPORATE GOVERNANCE COMMITTEE – 17 FEBRUARY 2005**

### **DEPARTMENT OF CORPORATE SUPPORT BEST VALUE SERVICE REVIEW PROGRAMME**

#### **Report by Depute Chief Executive/Executive Director of Corporate Support**

#### **1. PURPOSE OF REPORT**

- 1.1 To seek the Committee's consideration of a proposed programme for the implementation of Best Value Service Review within the Department of Corporate Support.

#### **2. BACKGROUND**

- 2.1 The Committee will recall that a number of reports on Best Value Service Review and the implications of the Local Government in Scotland Act, 2003 and supporting Statutory Guidance, have been considered by previous meetings of this Committee. While these reports have considered matters of a wider corporate nature, with policy implications for all services of the Council, the Corporate Governance Committee also has specific responsibility for service related issues for the Department of Corporate Support.
- 2.2 The meeting of this Committee on 21 September 2004 agreed a report that put forward a wider, strategic programme for Best Value Service Review across all Council services. Among other things, the Committee agreed that Executive Directors would bring detailed proposals for Best Value Service Review within their own services, to their respective service Committees for consideration.
- 2.3 This report now puts forward a proposed programme for Best Value Service Review for the services within the Department of Corporate Support.

#### **3. PROPOSED PROGRAMME FOR BEST VALUE SERVICE REVIEW**

- 3.1 There is a requirement that all Council services be subject to Best Value Service Review by 2006/07. Committee will appreciate that Best Value Service Review can be an intensive and time consuming exercise and it is, therefore, essential that these reviews be managed on a phased basis within the timescale specified.
- 3.2 The proposed programme for Best Value Service Review for the 5 Service Units within the Department of Corporate Support is highlighted in the following table.

<b>Service Unit</b>	<b>Proposed Programme</b>
Finance	04/05
Corporate Development & Communication	05/06
Personnel Services	05/06
Administrative and Legal Services	05/06
Information Technology	06/07

3.3 Progress in relation to the implementation of the final agreed programme for Best Value Service Review will be reported to future meetings of this Committee.

3.4 Progress on the implementation of individual reviews and the proposals resulting from these reviews will also be reported to future meetings of this Committee.

#### **4.0 POLICY/LEGAL IMPLICATIONS**

4.1 The Local Government Scotland Act, 2003, and supporting Statutory Guidance, places a requirement on all councils to undertake Best Value Service Reviews for all services. The implementation of a programme for Best Value Review within the Department of Corporate Support will ensure that the Department is acting in accordance with Corporate policy and statutory requirements.

#### **5.0 FINANCIAL IMPLICATIONS**

5.1 The implementation of the Departmental Best Value Service Review Programme will play an important part in the drive for continuous improvement and the Department's ability to demonstrate economy, efficiency and effectiveness in the delivery of its services.

#### **6.0 RECOMMENDATIONS**

6.1 Committee is asked to:-

- (i) agree the programme for Best Value Service Review for the Department of Corporate Support as detailed at paragraph 3.2 of this report;
- (ii) agree to receive further reports on the progress and the implementation of the Best Value Review programme and proposals for improvement arising from specific reviews at future meetings of this Committee;
- (iii) otherwise note the terms of this report.

**John Clayton**  
**Head of Corporate Development and Communication**

**18 January 2005**

**List of Background Papers**

1. Local Government in Scotland Act, 2003 and supporting statutory guidance and regulation.

Anyone wishing further information on this report should contact John Clayton, Head of Corporate Development and Communication, Tel No: 01563 576165