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

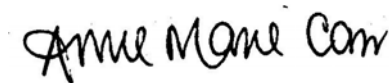
21 September 2006

Dear Councillor

**CORPORATE GOVERNANCE COMMITTEE - 28 SEPTEMBER 2006**

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 28 SEPTEMBER 2006** at **1000 HOURS**, in order to discuss the undernoted business.

Yours sincerely



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

**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 31 MAY, 8 JUNE, 27 JUNE, 3 AUGUST AND 5 SEPTEMBER 2006 (pages 1-10)**




2. **RISK AND AUDIT SCRUTINY GROUP (pages 11-12)** - Submit for information and noting Minutes of the Meeting of the Risk and Audit Scrutiny Group held on 21 June 2006 (copy enclosed).  

3. **CHAIRS' MONITORING GROUP (pages 13-19)** - Submit for information and noting Minutes of the Meeting of the Chairs' Monitoring Group held on 22 June and 13 September 2006 (copy enclosed).  

4. **PERFORMANCE REVIEW GROUP (pages 20-22)** - Submit for information and noting Minutes of the Meeting of the Performance Review Group held on 5 September 2006 (copy enclosed).  

5. **CENTRAL JOINT CONSULTATIVE COMMITTEE (pages 23-25)** - Submit for information and noting Minutes of the Meeting of the Central Joint Consultative Committee held on 14 September 2006 (copy enclosed).  


#### **CORPORATE GOVERNANCE**

6. **STATUTORY PERFORMANCE INDICATORS FOR 2005/06 (pages 26-27)** - Submit report dated 5 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting the outcome for the 2005/06 Statutory Performance Indicators (SPIs) in respect of those Indicators for which this Committee has an interest.  


#### **OTHER ISSUES**

7. **CoSLA - SCOTTISH EXECUTIVE JOINT STAFFING WATCH RETURN AT 10 JUNE 2006 (pages 28-36)** - Submit report dated 22 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising Members of the number of employees employed by the Council as at 10 June 2006 which has been reported to CoSLA under the Joint Staffing Watch arrangements.  

8. **EMPLOYMENT EQUALITY (AGE) REGULATIONS 2006 (pages 37-40)** - Submit report dated 4 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising the Committee of the impact of the Employment Equality (Age) Regulations 2006 on Council Employment Policies and procedures.  


9. **NATIONAL FRAUD INITIATIVE (pages 41-43)** - Submit report dated 23 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support informing on the National Fraud Initiative (NFI) in Scotland, and related employee information.
- R**
10. **PENSION ISSUES (pages 44-47)** - Submit report dated 4 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support (i) providing the Committee with an update on the financial position of Strathclyde Pension Fund following its annual meeting which took place on 23 June 2006; and (ii) advising on proposed changes to the Local Government Pension Scheme.
- R**
11. **LOCAL GOVERNMENT EMPLOYEES - 2006/08 PAY AGREEMENT (pages 48-50)** - Submit report dated 4 July 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising that agreement has been reached in pay negotiations for Local Government employees (formerly APT&C staff and Manual Workers) covering the period 2006-2008.
- R**
- 11.1 **CHIEF OFFICERS - 2006/08 PAY AGREEMENT (pages 83-84)** - Submit report dated 21 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising that agreement has been reached in pay negotiations for Chief Officers covering the period 2006/08.
- R**

## STAFFING

12. **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".
13. **CHIEF EXECUTIVE'S OFFICE - POST OF EXECUTIVE ASSISTANT (pages 51-52)** - Submit report dated 14 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking approval to establish a post of Executive Support Officer within the Chief Executive's office. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

14. **DEPARTMENT OF CORPORATE SUPPORT - POST OF EQUALITY AND DIVERSITY OFFICER (pages 53-54)** - Submit report dated 14 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking approval to revise the grading of the post of Policy Officer (Equality and Diversity) and to alter its designation. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
15. **PERFORMANCE IMPROVEMENT OFFICER (pages 55-56)** - Submit report dated 25 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking approval for the redesignation and alteration of grading of the post of Performance Standards Officer within the Revenues and Benefits division of the Finance Service. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
16. **FOLLOW-UP TO ADMINISTRATIVE AND LEGAL SERVICES BEST VALUE SERVICE REVIEW (pages 57-65)** - Submit report dated 5 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking approval for amendments to the staffing structure of Administrative and Legal Services within the Department of Corporate Support, subject to consultation with Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
17. **AMENDMENT TO THE STAFFING STRUCTURE OF PLANNING, DEVELOPMENT AND BUILDING STANDARDS SERVICE (pages 66-67)** - Submit joint report dated 1 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and Executive Director of Development and Property Services seeking approval for an amendment to the staffing structure of the Planning, Development and Building Standards Service within the Department of Development and Property Services, subject to consultation with the Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
18. **EARLY YEARS SERVICE (pages 68-69)** - Submit joint report dated 6 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services seeking approval for amendments to the staffing structure 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.**
19. **EDUCATION FINANCE MANAGER (pages 70-71)**- Submit joint report dated 24 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services seeking approval to amend the staffing establishments of the Departments of Corporate Support and Educational and Social Services by the transfer of the post of Financial Services Manager (Education) from Educational Services to the Finance Service, subject to consultation with Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

20. **ONSITE SERVICES (pages 72-73)** - Submit joint report dated 24 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services seeking approval to revisit a previous decision made in respect of amendments to the staffing structure of the Onsite Services Section within the Department of Educational and Social Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

**Consider reconsideration of this item, in terms of Standing Order 40.**

21. **RESTRUCTURING THE PPP UNIT (pages 74-76)** - Submit joint report dated 4 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services seeking approval for amendments to the staffing structure of the PPP Unit within Educational Services, following financial close, subject to consultation with Trade Unions. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
22. **CUMNOCK LEARNING PARTNERSHIP - EXTENSION OF TEMPORARY EMPLOYMENT (pages 77-78)** - Submit joint report dated 25 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services seeking approval to extend the current temporary post of Social Work Support Assistant in the Cumnock Learning Partnership 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.**
23. **LEISURE SERVICES - EXTENSION OF EXTERNALLY FUNDED POSTS (pages 79-80)** - Submit joint report dated 1 September 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 and the redesignation of a post within the Leisure Development Section of the Department of Neighbourhood Services, in response to the Best Value Service Review and Community Plan. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
24. **LEISURE SERVICES - OUTDOOR AMENITIES SERVICE (pages 81-82)** - Submit joint report dated 8 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services seeking approval for amendments to the staffing structure of the Outdoor Amenities Service within the Department of Neighbourhood Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**