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To: Councillors McIntyre (Chair), O'Neill, Young, Reeves, W Coffey, Reid, Cree, Weir, Macrae, Wilson, Provost Darnbrough and Councillors Knapp, Finlayson, McDill, Jackson, Kelly, Farrell, Menzies, Ross, Dinwoodie and Carmichael.

23 May 2006

Dear Councillor

POLICY AND RESOURCES COMMITTEE - 30 MAY 2006

You are requested to attend the meeting of the **Policy and Resources Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **THURSDAY 30 MAY 2006** at **1000 HRS** to consider the undernoted business.

Yours sincerely



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

B U S I N E S S

INTIMATE APOLOGIES.

MINUTES

1. **SUB-COMMITTEE MINUTES** - Submit for approval as a correct record and approval of any recommendations contained therein, the undernoted Sub-Committee Minutes, viz:-
 - 1.1 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE OF 17 MARCH 2006 (pages 1-2).**



FINANCE

2. **STATISTICAL INFORMATION ON REVENUE COLLECTION (pages 3-4)** - Submit report dated 12 May 2006 (copy enclosed) by the Executive Head of Finance updating Members on the position of the Council with regard to the billing and collection of local taxes as at 31 March 2006 (Period 13).

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3. **GRANT FUNDING REVIEW (pages 5-9)** - Submit report dated 27 March 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the outcome of the review of the grants forms, guidance notes and assessment forms in light of the study by PricewaterhouseCoopers of the Council's performance in relation to the funding of external bodies.

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PARTNERSHIP ARRANGEMENTS

4. **CO-LOCATION PROJECTS WITH NHS AYRSHIRE AND ARRAN (pages 10-12)** - Submit report dated 8 May 2006 (copy enclosed) by the Chief Executive advising of progress with co-location projects in partnership with NHS Ayrshire and Arran and the proposal to rationalise the project management arrangements for these projects.

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5. **INTEGRATED SERVICE DELIVERY AND GOVERNANCE MODELLING PROJECT; SHARED SERVICES - JOINT WORKING IN AYRSHIRE (pages 13-19)** - Submit report dated 15 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support the purpose of which is to investigate models of integrated service delivery and the implications for governance of any of the project models.

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CORPORATE MANAGEMENT

6. **ELECTRONIC GOVERNMENT AND ELECTRONIC SERVICE DELIVERY PERFORMANCE REPORT (pages 20-41)** - Submit report dated 8 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of progress being made in respect of the Council's e.Government strategy, the achievement of Scottish Executive targets for electronic service delivery and the implementation of Modernising Government Fund related projects for which the Council has secured Scottish Executive funding.

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7. **EFFICIENT GOVERNMENT FUND STAGE 2 ICT BID (pages 42-45)** - Submit report dated 13 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising on the progress of the

Council's Stage 2 Bid, in conjunction with other Partners, to the first tranche of the first round of the Scottish Executive's Efficient Government Fund for an Information and Communications Technology related project.

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8. **EAST AYRSHIRE COMMUNITY PLANNING PROCESS YEAR 3, 2005/06 ANNUAL PERFORMANCE REPORT (pages 46-68)** - Submit report dated 11 May 2006 (copy enclosed) by the Chief Executive presenting the Year 3 2005/06 Annual Performance Report for Community Planning in East Ayrshire.

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9. **e.PS PROJECT - SCOPE AND READINESS ASSESSMENT (pages 69-78)** - Submit report dated 17 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support to appraise the Committee of the e.Procurement Scotland (EPS) Scope and Readiness Assessment and thereafter to seek authority to proceed with an implementation programme of the EPS system across the Council.

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10. **ADMINISTRATION AND LEGAL SERVICES BEST VALUE SERVICE REVIEW (pages 79-97)** - Submit report dated 15 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support to advise Committee of the outcome of the Administration and Legal Services Best Value Service Review and to report on proposed actions arising therefrom.

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11. **DEPARTMENT OF CORPORATE SUPPORT AND CHIEF EXECUTIVE'S OFFICE - ABSENCE MANAGEMENT REPORT (QUARTER 1, 2006) (pages 98-100)** - Submit report dated 26 April 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of absence rates for the Department of Corporate Support including the Chief Executive's office for the quarterly period ending 31 March 2006.

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CONTRACTS

12. **PROCUREMENT OF A COMPUTERISED ACCOUNTS RECEIVABLE SYSTEM (pages 101-103)** - Submit report dated 8 May 2006 (copy enclosed) by the Executive Head of Finance seeking approval for the negotiation of appropriate contractual terms with Civica Financial Systems Ltd for the procurement of a computerised accounts receivable system and related services to replace the existing system.

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13. **AWARDING OF CONTRACT (page 104-105)** - Submit report dated 8 May 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing, for information, details of a tender which has been accepted.

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APPLICATIONS FOR FINANCIAL ASSISTANCE

14. **NORTHWEST YOUTH PROJECT - SERVICE LEVEL AGREEMENT EVALUATION (pages 106-108)** - Submit report dated 4 May 2006 (copy enclosed) by the Executive Director of Educational and Social Services advising of the outcome of the evaluation of the Service Level Agreement with Northwest Youth Project and making recommendations accordingly.

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15. **WEST OF SCOTLAND RACE EQUALITY COUNCIL (pages 109-110)** - Submit report dated 8 May 2006 (copy enclosed) by the Depute Chief Executive/ Executive Director of Corporate Support advising of a request for financial assistance which has been received from the West of Scotland Race Equality Council and recommending accordingly.

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16. **MATCH FUND BUDGET (pages 111-115)** - Submit report dated 4 April 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support recommending to the Committee awards from the financial year 2006/07 Match Fund Budget in respect of three applications.

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17. **EAST AYRSHIRE VOLUNTEER CENTRE (pages 116-117)** - Submit report dated 30 March 2006 (copy enclosed) by the Executive Director of Educational and Social Services advising of the grant application for 2006/07 from the Volunteer Centre and making recommendations accordingly.

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