

**APPENDIX VIII**

**EAST AYRSHIRE COUNCIL**

**BEST VALUE SUB-COMMITTEE OF THE  
POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 7 JUNE 2000 AT 1132 HOURS  
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Eric Jackson, Daniel Coffey, Harry Wilson, Jane Darnbrough, Jimmy Kelly, Tommy Farrell and Provost Jimmy Boyd.

**ATTENDING:** Barbara Haughan, Director of Corporate Services; Graham Short, Depute Director of Education; John Griffiths, Head of Leisure Services; Douglas Campbell, Head of Public Relations & Marketing; Martin O'Rourke, Principal Officer Performance and Best Value; Alex Reid, Senior Procurement Officer, Homes and Technical Services; Alice Brander, Support and Development Officer (Finance); and Robert Beaton, Administrative Officer.

**APOLOGIES:** Councillors Drew McIntyre, Kathleen Hall, Douglas Reid and Robert McDill.

**CHAIR:** Councillor Eric Jackson Item 2 onwards.

**CHAIR**

1. In the absence of the Chair, the Sub-Committee agreed that Councillor Jackson take the Chair.

**FUTURE TIMETABLE**

2. There was submitted and noted a report dated 30 May 2000 (circulated) by the Chief Executive which advised of the updated timetable for the submission of reports to future meetings of this Sub-Committee.

**PERFORMANCE MANAGEMENT AND PLANNING**

3. There was submitted a report dated 30 May 2000 (circulated) by the Chief Executive which advised of the outcome of the 1999/2000 Performance Management and Planning (PMP) Audit which was undertaken by Audit Scotland and highlighted the requirements for PMP Audit in the current financial year.

It was agreed:-

- (i) to note the outcome of the PMP Audit conducted by Audit Scotland in 1999/2000;
- (ii) to note the corporate actions as detailed in the report and to request that the responsible Officers progress these actions accordingly;
- (iii) to note that Directors of services that were subject to PMP Audit would report the Auditor's detailed findings to their Service Committees;

- (iv) that the Chief Executive open discussions with the External Auditors with a view to agreeing the three services to be subject to a PMP Audit in 2000/2001; and
- (v) otherwise, to note the contents of the report.

Councillor Kelly joined the meeting at this point.

**REVIEW OF THE USE OF THE EUROPEAN FOUNDATION FOR QUALITY MANAGEMENT (EFQM) AND ARRANGEMENTS FOR SERVICE REVIEW**

4. There was submitted a report dated 31 May 2000 (circulated) by the Chief Executive which advised of the results of a review of the Council's use of the EFQM Excellence Model and arrangements for Service Review and, accordingly, recommended a number of changes to the Council's Best Value programme.

It was agreed:-

- (i) to note the terms of the review undertaken following operational experience of the Council's arrangements for Best Value;
- (ii) that EFQM Assessments now be done every three years and to request Officers to work with colleagues on the Best Value Task Force to further develop proposals with a view to incorporating EFQM and Service Review;
- (iii) to note that further work would be required to develop arrangements for annual review and that this would be the subject of a report to a future meeting;
- (iv) in principle, that the number of service units be reduced and to receive a further report following consultation with service departments; and
- (v) otherwise, to note the terms of the report.

The meeting terminated at 1156 hours.