

APPENDIX III

EAST AYRSHIRE COUNCIL

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

**MINUTES OF MEETING HELD ON THURSDAY 1 OCTOBER 1998 AT 1030
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Sneller, Ronald Brailsford, James Kelly, James Boyd, Robert Taylor (Substituting for Councillor Tommy Farrell), John Smith and Eric Jackson.

ATTENDING: Bill Stafford, Director of Community Services; Graham Haugh, Depute Director of Personnel Services; Bill Walkinshaw, Principal Administrative Officer and James Lally, Senior Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Daniel Coffey and Tommy Farrell.

CHAIR: Councillor David Sneller, Chair.

CHAIR'S REMARKS

1. Councillor Sneller apologised to Members for the need to reschedule this Committee from 30 September 1998, which was required due to the late conclusion of the Licensing Sub-Committee of the Community Services Committee, and as a number of Members had other business which they required to deal with.

BEST VALUE ASSESSMENT PROCESS: 1998

2. There was submitted a report dated 24 September 1998 (circulated) by the Chief Executive submitting for approval:- (i) an updated Best Value Implementation Plan;(ii) an updated Module One Corporate Management Arrangements Action Plan; and (iii) an updated Module One Departmental Action of Budgetary Control.

It was agreed:-

- (i) to approve (a) the terms of the updated Best Value Implementation Plan as detailed in Appendix I of the report; (b) the updated Module One Corporate Management Arrangements Action Plan as detailed in Appendix II of the report; and (c) the updated Module One Departmental Management Action Plan for Budgetary Control as detailed in Appendix III of the report;
- (ii) to note that the Chief Executive had made the necessary arrangements for submission of the above documentation to the Scottish Office and the Council's auditors, the Accounts Commission in accordance with agreed timescales; and
- (iii) otherwise to note the content of the report.

**ACCOUNTS COMMISSION MANAGEMENT STUDIES MODULE TWO:
MANAGING PEOPLE**

2. There was submitted a report dated 4 September 1998 (circulated) by the Best Value Officer Implementation Group advising of the Council's progress in responding to the Accounts Commission Module Two entitled "Managing People".

It was agreed:-

- (i) to note the Council's progress in responding to the Accounts Commission Module Two entitled "Managing People";
- (ii) that a summary of actions be provided to the Scottish Office in accordance with the Council's Best Value submission;
- (iii) to request each Director to report on progress on their Department's response to the appropriate Service Committee within their annual performance plan;
- (iv) to request the Director of Personnel Services to make the necessary arrangements for elected Members to view the Accounts Commission Report "Audit of Management Arrangements 1997/98 - Module Two - Managing People"; and
- (v) otherwise to note the content of the report.

SERVICE REVIEWS

3. There was submitted a report dated 24 September 1998 (circulated) by the Best Value Officer Implementation Group advising of the arrangements being made by Officers with regard to the sample study the Scottish Office intended undertaking of the Council's Service review process.

It was agreed:-

- (i) that a report be submitted to the next meeting of this Committee which would highlight the need to amend any aspect of the Council's agreed model for option appraisal;
- (ii) to note that in the meantime, Service Directors were making appropriate arrangements to gather information to undertake the review process; and
- (iii) otherwise to note the content of the report.

The meeting terminated at 1045 hours.