

## **AUDIT & PERFORMANCE REVIEW COMMITTEE**

At a Meeting of the Audit & Performance Review Committee held in Meeting Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 14 January 2009 at 10.00 a.m.

**Present:** Councillors George Black, Jim Brown, Jonathan McColl, Jim McElhill, Craig McLaughlin, John Millar and Martin Rooney and \*Mr John Corcoran, Representative, Business Community.

\* Arrived later in the meeting.

**Attending:** David McMillan, Chief Executive; Joyce White, Executive Director of Corporate Services; David Connell, Manager of Finance and ICT; Lorraine Coyne, Manager of Audit; Joe Gillespie, Section Head (Operations); David Webster, Section Head (Performance Management) and George Hawthorn, Senior Administrative Officer, Legal, Administrative and Regulatory Services.

**Apologies:** Apologies for absence were submitted on behalf Councillors Margaret Bootland and Geoff Calvert, Mr Francis McNeill, Representative, Community Councils; and Ms Selina Ross, Representative, Voluntary Sector.

**Councillor Martin Rooney in the Chair**

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Audit & Performance Review Committee held on 12 November 2008 were submitted and approved as a correct record.

### **REVIEW OF PROGRESS IN ACTIONING RECOMMENDATIONS CONTAINED WITHIN INTERNAL AUDIT AND EXTERNAL AUDIT REPORTS**

A report was submitted by the Chief Executive advising of the progress being made in actioning recommendations contained within key Internal Audit and External Audit reports which management has committed to implementing.

The Committee noted the contents of the report.

Note: Mr Corcoran entered the meeting at this point in the proceedings.

## **PERFORMANCE MANAGEMENT FRAMEWORK**

A report was submitted by the Chief Executive proposing a modified performance management framework for the Council and covering several other issues relating to performance management such as the use of traffic lights to illustrate performance, the SOLACE 'Golden Thread' health check, the implementation of the Covalent system and the outcome of the Accounts Commission consultation on the Statutory Performance Indicators.

The Section Head, Performance Management, gave a brief demonstration of the performance information which was currently available to elected members and the public on the Council's website.

After hearing the Section Head, Performance Management, in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note that a further report would be submitted to the Audit & Performance Review Committee in March 2009;
- (2) that a quick reference guide be sent to all elected members explaining how to access the performance information which is available on the website;
- (3) that officers should investigate the possibility of being able to record the number of hits on the performance web pages to assess the level of public interest in the facility; and
- (4) to note that the Council's newspaper, which features the Council's performance information on a regular basis, has been included in the savings options for the 2009/10 budget process and therefore, if this savings option was approved, then the Council would need to review how it makes performance information available to the public.

The meeting closed at 10.25 a.m.