

**POLICY AND RESOURCES (PERFORMANCE AND BEST VALUE) SUB –
23 September 1999**

Motherwell, 23 September 1999 at 2 pm.

**A Meeting of the POLICY AND RESOURCES
(PERFORMANCE AND BEST VALUE) SUB-COMMITTEE**

PRESENT

Councillors Clarke, Connelly, Gordon, Gray, Hogg, McElroy and McLaughlin.

CHAIR

In terms of Standing Order Number 11 Councillor Gray was appointed to the Chair.

IN ATTENDANCE

The Principal Administrative Officer, Assistant Chief Executive and Information and Research Manager.

APOLOGIES

Councillors Brooks, Smith and Pentland.

BEST VALUE SERVICE REVIEWS - INTERIM REPORTING - POLICY AND PERFORMANCE UNIT

1. With reference to paragraph 34 of the Minute of the meeting of the Policy and Resources Committee held on 22 June 1999 when, inter alia, the comments of the Scottish Office for a greater degree of member involvement in the service review process was noted, there was submitted a report dated 9 September 1999 by the Chief Executive (1) referring to an additional process to involve members at an interim stage of the service reviews by way of reports and departmental presentations; (2) providing an interim assessment of the first of those service reviews, that for the Policy and Performance section of the Chief Executive's office; (3) summarising the scope, methodology, key issues for examination and progress of the service, and (4) indicating that a final report on the service review findings would be brought forward for consideration by the end of the year.

Decided:

- (1) that the progress made to date on the service review of the Policy and Performance section of the Department of the Chief Executive be noted, and
- (2) that the contents of the report be otherwise noted.

BEST VALUE SERVICE REVIEWS - INTERIM REPORTING

2. With reference to paragraph 3 of the Minute of the meeting of this Sub-Committee held on 12 August 1999, there was submitted a report dated 9 September 1999 by the Chief Executive (1) listing twelve best value service reviews to be undertaken this year; (2) enclosing, as part of the interim process, summaries of the progress made to date on all twelve service reviews, and (3) indicating the approaches being adopted by the review teams and project managers on benchmarking, quality and self assessment.

**POLICY AND RESOURCES (PERFORMANCE AND BEST VALUE) SUB –
23 September 1999**

Decided:

- (1) that the progress made to date on the service review process throughout the authority's departments be noted;
- (2) that the Assistant Chief Executive, in consultation with the Convener, be authorised to arrange a seminar for Members, following completion of the service review process, and
- (3) that the contents of the report be otherwise noted.

QUARTERLY PERFORMANCE REVIEW 1999/2000 - QUARTER 1

3. With reference to paragraph 1 of the Minute of the meeting of the Policy and Resources (Policy, Planning and Performance Review) Sub-Committee held on 18 February 1999, there was submitted a report (docketed) dated 23 September 1999 by the Chief Executive advising on (1) the progress to date in relation to quarterly reporting of the 1999/2000 Performance Indicators, and (2) a review of the performance for the 1st quarter of 1999/2000.

Decided: that the contents and key findings of the report be noted.