

**MINUTES of SPECIAL MEETING of the PERFORMANCE REVIEW AND SCRUTINY  
COMMITTEE held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD  
on FRIDAY, 18 MARCH 2016**

**Present:**

Ian M M Ross (Chair)

Councillor Gordon Blair  
Councillor Sandy Taylor

Councillor Donald MacMillan

**Attending:**

Kevin Anderson, Chief Internal Auditor  
David Clements, Programme Manager  
Shona Barton, Area Committee Manager

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were intimated on behalf of Councillor Anne Horn, Jim Hymas, Scottish Fire and Rescue and Grant Manders, Police Scotland.

**2. DECLARATIONS OF INTEREST**

There were no Declarations of Interest intimated.

**3. OUTLINE SCRUTINY SCHEDULE**

The Committee considered a report which updated members on the progress on the consideration of topics for Scrutiny review and the development of a Scrutiny Timetable.

**Decision**

The Performance Review and Scrutiny Committee agreed:

- 1) the initial Scrutiny Timetable attached as Appendix 1 to the report;
- 2) that the first scrutiny review would be of the Employability Service; and
- 3) the approach and remit for the review of the Employability Service as outlined in the Terms of Reference Schedule attached as Appendix 2 to the report.

(Reference: Report by Chief Internal Auditor dated 18 March 2016, submitted)