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To: Councillors O'Neill (Chair) J McGhee, Young, Cree, Weir, McIntyre, Macrae, Wilson, Linton, Campbell, Murray, Knapp, Raymond, McDill, Smith, Farrell, Menzies, N McGhee, Crawford, Dinwoodie and Stewart.

22 March 2006

Dear Councillor

COMMUNITY SERVICES COMMITTEE - 29 MARCH 2006

You are requested to attend a meeting of the **Community Services Committee** to be held on **WEDNESDAY 29 MARCH 2006** at **1000 HRS** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



Elizabeth Morton
Depute Chief Executive/
Executive Director of Corporate Support
CB/FM

B U S I N E S S

INTIMATE APOLOGIES.

- 1. BUDGETARY CONTROL SUMMARY STATEMENT, REFUSE COLLECTION AND STREET CLEANSING TO 5 FEBRUARY 2006 (PERIOD 11) (Pages 1-3)** - Submit joint report dated 9 March 2006 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services on the current budgetary control position and the projected out-turn for the year for Refuse Collection and Street Cleansing for the period ended 5 February 2006 (Period 11).



2. **BUDGETARY CONTROL SUMMARY STATEMENT, OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 5 FEBRUARY 2006 (PERIOD 11) (Pages 4-6)** - Submit joint report dated 9 March 2006 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services on the budgetary control position and the projected out-turn for the year for Outdoor Amenities and Leisure Management for the period ended 5 February 2006 (Period 11).

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3. **BUDGETARY CONTROL SUMMARY STATEMENT, NEIGHBOURHOOD SERVICES (LEISURE AND PROTECTIVE SERVICES) TO 5 FEBRUARY 2006 (PERIOD 11) (Pages 7-11)** – Submit joint report dated 9 March 2006 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services on the current budgetary control position and the projected out-turn for the year for Neighbourhood Services (Leisure and Protective Services) for the period ended 5 February 2006 (Period 11).

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4. **ABSENCE MANAGEMENT REPORT QUARTER 4 (OCTOBER 2005-DECEMBER 2005) (Pages 12-15)** - Submit report dated 11 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services on absence rates for Community Services within the Department of Neighbourhood Services, for the quarterly period ending 31 December 2005.

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5. **HEALTH AND SAFETY ACTION PLAN- 2006/2007 (Pages 16-24)** - Submit report dated 1 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services on the Department's Health and Safety Plan 2005/2006 and advising of the content of the Department's Health and Safety Action Plan 2006/2007.





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6. **FOOD SAFETY PLAN (Pages 25-26)** - Submit report dated 10 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services advising of amendments to the Food Safety Plan to reflect new legislative arrangements and requesting that the Committee formally approves the Plan, which reflects the Food Law and Enforcement policies and procedures as recommended by the Food Standards Agency.

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7. **BEST VALUE REVIEW OF LEISURE SERVICES (pages 27-39)** - Submit report dated 13 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services on the Best Value Review of Leisure Services and seeking approval for the implementation of the Continuous Improvement Action Plan for the Services.

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8. **CEMETERY MEMORIAL SEATING (Pages 40-41)** - Submit report dated 9 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services inviting the committee to adopt a formal agreement to cover the placing of memorial seating within the cemeteries and church yards of East Ayrshire.

9. **BRITISH REGISTER OF ACCREDITED MEMORIAL MASONS (BRAMM) SCHEME (Pages 42-43)** - Submit report dated 14 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services inviting the Committee to adopt the British Register of Accredited Memorial Masons (BRAMM) Scheme as a method of ensuring safe working practices to nationally accepted standards for persons wishing to carry out works on memorials within the Council's cemeteries and churchyards.

10. **EAST AYRSHIRE RACE EQUALITY SCHEME DEPARTMENTAL ANNUAL MONITORING REPORT (Pages 44-45)** - Submit report dated 9 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services on the Department of Neighbourhood Services (Leisure and Protective Services Sections) progress on the adoption and implementation of the Council's Race Equality Scheme (Year 3).

11. **AWARDING OF CONTRACTS (pages 46-49)** - Submit report dated 20 March 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing, for information, details of tenders which have been accepted.

12. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following resolution: "under Section 50(A)(4) of the Local Government (Scotland) Act 1973 as amended, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 6 of schedule 7A of the Act".
13. **CLEANSING SERVICE PLAN 2006/2007 (Pages 50-77)** - Submit report dated 9 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services seeking approval for the Cleansing Service Plan for 2006/2007. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
14. **COMMUNITY RECREATION - BUSINESS PLAN 2006/2007 (Pages 78-93)** - Submit report dated 14 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services seeking approval for Community Recreation Section Business Plan for 2006/2007. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

15. **OUTDOOR AMENITIES SECTION - BUSINESS PLAN 2006/2007 (Pages 94-113)** - Submit report dated 14 March 2006 (copy enclosed) by the Executive Director of Neighbourhood Services seeking approval for Outdoor Amenities Section Business Plan for 2006/2007. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**