

EAST AYRSHIRE COUNCIL

COMMUNITY SERVICES COMMITTEE

**MINUTES OF MEETING HELD ON WEDNESDAY 29 MARCH 2006 AT 1000 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Jim O'Neill, John McGhee, Gordon Cree, John Weir, Drew McIntyre, Isabella Macrae, Iain Linton, Ray Murray, John Knapp, Jim Raymond, Robert McDill, George Smith, William Menzies and Neil McGhee.

ATTENDING: Bill Stafford, Executive Director of Neighbourhood Services; David Mitchell, Head of Administrative and Legal Services; John Griffiths, Head of Leisure Services; John F Crawford, Head of Protective Services; Paul Whip, Financial Services Manager; and Christine Baillie, Administrative Officer.

ALSO ATTENDING: Carol Calder, Audit Scotland, as observer.

APOLOGIES: Councillors Stephanie Young, Harry Wilson, John Campbell, Tommy Farrell, Elaine Dinwoodie and Elaine Stewart.

CHAIR: Councillor Jim O'Neill, Chair.

CHAIR'S REMARKS

The Chair welcomed Carol Calder, External Auditor, to the meeting as an observer.

The Chair also asked that the Committee's best wishes be extended to Councillor Young who was unable to attend meetings due to ill health.

**BUDGETARY CONTROL SUMMARY STATEMENT: REFUSE COLLECTION AND
STREET CLEANSING TO 5 FEBRUARY 2006 (PERIOD 11)**

2. There was submitted and noted a joint report dated 9 March 2006 (circulated) 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 ending 5 February 2006 (Period 11).

**BUDGETARY CONTROL SUMMARY STATEMENT: OUTDOOR AMENITIES AND
LEISURE MANAGEMENT TO 5 FEBRUARY 2006 (PERIOD 11)**

3. There was submitted and noted a joint report dated 9 March 2006 (circulated) 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).

**BUDGETARY CONTROL SUMMARY STATEMENT:
NEIGHBOURHOOD SERVICES (LEISURE AND PROTECTIVE SERVICES)
TO 5 FEBRUARY 2006 (PERIOD 11)**

4. There was submitted and noted a joint report dated 9 March 2006 (circulated) 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).

**ABSENCE MANAGEMENT REPORT:
QUARTER 4 (OCTOBER 2005 TO DECEMBER 2005)**

5. There was submitted and noted a report dated 11 March 2006 (circulated) by the Executive Director of Neighbourhood Services on absence rates for Community Services within the Department of Neighbourhood Services, for the quarterly period ended 31 December 2005.

HEALTH AND SAFETY ACTION PLAN - 2006/2007

6. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services on the Department's Health and Safety Plan 2005/2006 and which advised of the content of the Department's Health and Safety Action Plan 2006/2007.

It was agreed:

- (i) to approve the Action Plan contained in Appendix I to the report; and
- (ii) that the Executive Director of Neighbourhood Services provide regular progress reports on its contents.

FOOD SAFETY PLAN

7. There was submitted a report dated 10 March 2006 (circulated) by the Executive Director of Neighbourhood Services which advised of amendments to the Food Safety Plan to reflect new legislative arrangements and which requested that the Committee formally approve the Plan which reflected the Food Law and Enforcement Policies and Procedures as recommended by the Food Standards Agency.

It was agreed:

- (i) to approve the amended Food Safety Plan; and
- (ii) otherwise, to note the contents of the report.

BEST VALUE REVIEW OF LEISURE SERVICES

8. There was submitted a report dated 13 March 2006 (circulated) by the Executive Director of Neighbourhood Services on the Best Value Review of Leisure Services and which sought approval for the implementation of the Continuous Improvement Action Plan for the Services.

Councillor O'Neill, seconded by Councillor Raymond, moved:

- (i) that the findings of the Best Value Review of Leisure Services be approved;
- (ii) that it be remitted to the Executive Director of Neighbourhood Services, in conjunction with other appropriate Executive Directors, to bring forward further reports on major service changes resulting from the review; and
- (iii) otherwise, to note the contents of the report.

Councillor Weir, seconded by Councillor McDill, moved as an amendment:

- (i) that the findings of the Best Value Review of Leisure Services be noted;
- (ii) that it be remitted to the Executive Director of Neighbourhood Services, in conjunction with other appropriate Executive Directors, to bring forward further reports on major service changes resulting from the review; and
- (iii) otherwise, to note the contents of the report.

On a division by a show of hands the motion was carried by 11 votes to 3.

The Committee further agreed to remit to the Executive Director of Neighbourhood Services to hold a Seminar for Elected Members on the Best Value Review of Leisure Services.

CEMETERY MEMORIAL SEATING

9. There was submitted a report dated 9 March 2006 (circulated) by the Executive Director of Neighbourhood Services which invited the Committee to adopt a formal agreement to cover the placing of memorial seating within the cemeteries and churchyards of East Ayrshire.

It was agreed:

- (i) to approve the introduction of a Formal Agreement for the placing of memorial seating within the cemeteries and churchyards of East Ayrshire;
- (ii) to remit to the Executive Director of Neighbourhood Services to investigate the possibility of providing an overall package to members of the public which would include supply of an appropriate seat and ongoing maintenance and repairs; and
- (iii) otherwise, to note the contents of the report.

BRITISH REGISTER OF ACCREDITED MEMORIAL MASONS (BRAMM) SCHEME

10. There was submitted a report dated 14 March 2006 (circulated) by the Executive Director of Neighbourhood Services which invited 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.

It was agreed:

- (i) to adopt the BRAMM Scheme for those who carry out work on memorials/ headstones within the cemeteries of East Ayrshire on 1 January 2007;
- (ii) to cease to operate the Council's own Memorial Masons Registration Scheme at that time; and
- (iii) otherwise, to note the contents of the report.

EAST AYRSHIRE RACE EQUALITY SCHEME DEPARTMENTAL ANNUAL MONITORING REPORT

11. There was submitted a report dated 9 March 2006 (circulated) 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).

It was agreed:

- (i) to note the contents of the Departmental Review of Achievements against the Action Plan submitted to Committee on 23 March 2005;
- (ii) to approve the amended Three Year Plan/Timetable to meet the general duty of the Act set out in Appendix I to the report; and
- (iii) otherwise, to note the contents of the report.

AWARDING OF CONTRACTS

12. There was submitted a report dated 20 March 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided, for information, details of tenders which had been accepted, as follows:-

<u>Contract</u>	<u>Successful Contractor</u>	<u>Amount</u>
River Ayr Walkway - Section 5E, Fisherman's Bridge to Sorn (Garple Estate)	K Imrie Treecare, Mossblown	£20,988.78
Appointment of Producer for Seasonal Pantomime, Palace Theatre, Kilmarnock	Wish Theatre Ltd, Kenilworth	£75,000.00 or 75% of Box Office takings, whichever is the greater
Proposed Cemetery Extension at Patna Cemetery, Cemetery Road, Patna	W H McClounie, New Cumnock	£99,920.63
Supply of Additional Precinct Sweeper	Applied Sweepers Ltd, Falkirk	£37,280.00
Supply of Additional Vehicles - Two 52 BHP Tractors	Hamilton Bros, Bishopton	£43,390.00

EXCLUSION OF PRESS AND PUBLIC

13. The Committee resolved that under Section 50A(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 involved the likely disclosure of exempt information as defined in paragraph 6 of Schedule 7A of the Act.

CLEANSING SERVICE PLAN 2006/2007

14. There was submitted a report dated 9 March 2006 (circulated) by the Executive Director of Neighbourhood Services which sought approval for the Cleansing Service Plan for 2006/2007.

It was agreed to approve the Cleansing Service Plan for 2006/2007.

COMMUNITY RECREATION - BUSINESS PLAN 2006/2007

15. There was submitted a report dated 14 March 2006 (circulated) by the Executive Director of Neighbourhood Services which sought approval for the Community Recreation Section Business Plan for 2006/2007.

It was agreed to approve the Community Recreation Section Business Plan for 2006/07.

OUTDOOR AMENITIES SECTION - BUSINESS PLAN 2006/07

16. There was submitted a report dated 14 March 2006 (circulated) by the Executive Director of Neighbourhood Services which sought approval for the Outdoor Amenities Section Business Plan for 2006/07.

It was agreed to approve the Outdoor Amenities Section Business Plan for 2006/07.

The meeting terminated at 1100 hrs.