

EAST AYRSHIRE COUNCIL**POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 25 NOVEMBER 2004 AT
1000 HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Drew McIntyre (Chair), Jim O'Neill, Stephanie Young, Brian Reeves, Willie Coffey, Douglas Reid, Gordon Cree, John Weir, Provost Jane Darnbrough and Councillors John Knapp, Stuart Finlayson, Eric Jackson, Jimmy Kelly, Tommy Farrell, William Menzies, Eric Ross and Jimmy Carmichael.

ATTENDING: Fiona Lees, Chief Executive; Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; James Lavery, Executive Director of Development and Property Services; William Stafford, Executive Director of Neighbourhood Services; Alex McPhee, Executive Head of Finance; David Mitchell, Head of Administrative and Legal Services/Solicitor to the Council; Kay Gilmour, Head of Community Support; John Clayton, Head of Corporate Development and Communication; John Griffiths, Head of Leisure Services; and Anne Marie Carr, Senior Administrative Officer.

APOLOGIES: Councillors Daniel Coffey, Isabella Macrae, Harry Wilson and Elaine Dinwoodie.

CHAIR: Councillor Drew McIntyre, Chair.

BUDGET SCRUTINY GROUP

1. There were submitted and noted the Minutes of the Budget Scrutiny Group meeting held on 2 November 2004 (circulated).

**BUDGETARY CONTROL SUMMARY STATEMENT -
GENERAL FUND SERVICES**

2. There was submitted a report dated 1 November 2004 (circulated) by the Executive Head of Finance which advised Members of the projected financial position for Revenue Services and the General Services Capital Programmes based on information provided by Executive Directors.

Councillor McIntyre, seconded by Councillor Reeves, moved that Members note the contents of the report.

Councillor W Coffey, seconded by Councillor Reid, moved as an amendment to ask the Council to revise the presentation of the report to truly reflect the cuts which were required within the Department of Educational and Social Services.

On a division by a show of hands the motion was carried by 13 votes to 4.

**BUDGETARY CONTROL SUMMARY STATEMENT -
POLICY AND RESOURCES (CENTRAL SERVICES)**

3. There was submitted and noted a report dated 3 November 2004 (circulated) by the Executive Head of Finance which advised Members of the current budgetary control

position and the projected out-turn for the year for the services within the remit of Policy and Resources (Central Services).

**BUDGETARY CONTROL SUMMARY STATEMENT -
POLICY AND RESOURCES (CORPORATE SUPPORT)**

4. There was submitted and noted a joint report dated 3 November 2004 (circulated) by the Executive Head of Finance and the Executive Director of Corporate Support which advised Members of the current budgetary control position and the projected out-turn for the year for the services within the remit of Policy and Resources (Corporate Support).

HOUSING REVENUE ACCOUNT TO 19 SEPTEMBER 2004 (PERIOD 6)

5. There was submitted and noted a joint report dated 3 November 2004 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood Services which advised Members of the current budgetary control position of the Housing Revenue Account for the period ended 19 September 2004 (Period 6) and the projected out-turn for the year.

STATISTICAL INFORMATION ON REVENUE COLLECTION

6. There was submitted a report dated 3 November 2004 (circulated) by the Executive Head of Finance which updated Members on the position of the Council with regard to billing and collection of local taxes as at 17 October 2004 (Period 7).

MATCH FUND BUDGET

7.1 APPLICATION FROM DUNLOP AND DISTRICT COMMUNITY COMPANY

There was submitted a report dated 8 November 2004 (circulated) by the Executive Director of Neighbourhood Services which recommended an award from the Match Fund Budget in respect of the project to refurbish and modernise the facilities at the Dunlop Village Hall which were being planned by the Dunlop and District Community Company.

It was agreed:

- (i) to approve an award of £50,000 to the Dunlop and District Community Company, subject to the conditions set out in Sections 3.4 and 3.5 of the report; and
- (ii) otherwise, to note the contents of the report.

7.2 APPLICATION FROM DUNLOP AND LUGTON PARK ASSOCIATION

There was submitted a report dated 8 November 2004 (circulated) by the Executive Director of Neighbourhood Services which recommended an award from the 2004/05 Match Fund Budget in respect of the project to develop and improve facilities at Dunlop Park which were being carried out by the Dunlop and Lugton Park Association.

It was agreed:

- (i) to approve an award of £20,000 to the Dunlop and Lugton Park Association, subject to the conditions set out in Section 3.5 of the report; and

- (ii) otherwise, to note the contents of the report.

7.3 APPLICATION FROM THE ZONE PROJECT

There was submitted a joint report dated 8 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services which recommended an award from the financial year 2004/05 Match Fund Budget in respect of The Zone Project, Dalmellington and a Quality of Life funding award.

It was reported and noted that the organisation detailed as CISWA in paragraph 3.1 of the report should read CISWO.

It was agreed:

- (i) to approve an award of £25,000 from the Match Fund Budget to The Zone Project, Dalmellington;
- (ii) to approve an award of £20,000 from Quality of Life funding; and
- (iii) otherwise, to note the contents of the report.

STATUTORY PERFORMANCE INDICATORS

- 8. There was submitted a report dated 8 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which presented the outcome for the 2003/04 Statutory Performance Indicators for which the Policy and Resources Committee had an interest.

It was agreed:

- (i) to note the performance of the Council in 2003/04 against the Statutory Performance Indicators in which it had an interest as detailed in the Appendix to the report; and
- (ii) otherwise, to note the contents of the report.

COMMUNITY PLANNING GUIDANCE AND ADVICE NOTES

(Item 8, Page 128, 03/07)

- 9. There was submitted a report dated 26 October 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised the Committee of the key challenges for East Ayrshire, presented by the Scottish Executive Community Planning Statutory Guidance and Advice Notes.

It was agreed:

- (i) to acknowledge the challenges posed by the Community Planning Statutory Guidance and Advice Notes;
- (ii) to note the measures that had already been taken and which were planned by Community Planning Partners to tackle these challenges; and
- (iii) otherwise, to note the contents of the report.

**DEPARTMENT OF CORPORATE SUPPORT AND CHIEF EXECUTIVE'S OFFICE
ABSENCE MANAGEMENT REPORT (QUARTER 3, 2004)**

10. There was submitted and noted a report dated 8 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised the Committee of absence rates for the Department of Corporate Support and the Chief Executive's office for the quarterly period ending 30 September 2004.

AWARDING OF CONTRACT

11. There was submitted and noted a report dated 2 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided, for information, details of a tender which had been accepted, viz:-

<u>Contract</u>	<u>Successful Contractor</u>	<u>Amount</u>
Updating of iSDX telephone switches	Digital Exchange Products, Leigh	£33,323.12 (this figure is inclusive of a 7.5% multi-lot discount; the amount prior to this reduction was £36,025.00)

**REVENUE MAINTENANCE AND PROPOSALS FOR FUTURE DELIVERY
OF CAPITAL PROGRAMMES/BUILDING AND WORKS
OPERATIONS UPDATE (Item 1, Page 465, 03/07)**

12. There was submitted a joint report dated 12 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which advised the Committee of progress in implementing the review of the Council's contractual arrangements in relation to the Property Repairs and Maintenance Service, including elements of the Capital Programme and which made recommendations for future contractual arrangements.

It was agreed:

- (i) to maintain the current strategy of delivering Property Repair and Maintenance and Capital contracts through a mixed economy model;
- (ii) to approve, in principle, to allow Building and Works the opportunity to undertake an increased level of capital works from 2005/06 onwards subject to benchmarking;
- (iii) to continue to monitor the quality and value for money offered by Building and Works through significant benchmarking exercises carried out and validated by external consultants;
- (iv) to remit to the Depute Chief Executive/Executive Director of Corporate Support to initiate an appropriate tendering process to secure involvement of an external contractor in the future delivery of the Capital Programme in respect of those works above £10K and below £150K and which were excess to the capacity of the DLO on the basis of an initial two year contract with two further one year optional extensions as set out in further detail in paragraph 4 of the report; and

- (v) to note the intention to move to a longer term Partnership arrangement as described in paragraphs 4.3 and 4.4 of the report and, in this regard, to remit to the Depute Chief Executive/Executive Director of Corporate Support to report back with fuller details and proposals in due course.

CORPORATE PROCUREMENT STRATEGY

- 13.** There was submitted a report dated 11 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which appraised the Committee of the background pertaining to the preparations, content and intended purpose of a draft Corporate Procurement Strategy (detailed at Appendix A of the report) and which invited formal adoption thereof.

It was agreed:

- (i) to formally approve the draft Corporate Procurement Strategy as detailed in Appendix A of the report;
- (ii) to remit to the Depute Chief Executive/Executive Director of Corporate Support to co-ordinate implementation of the proposed Corporate Procurement Strategy; and
- (iii) otherwise, to note the contents of the report.

AYRSHIRE ELECTRONIC COMMUNITY (Item 18, Page 2100, 99/03)

- 14.** There was submitted a report dated 17 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised Members that the temporarily funded Ayrshire Electronic Community (AEC) project would reach the end of its funding period on 31 December 2004 and to highlight proposals for an exit from the project and ongoing integration and sustainability of appropriate residential service provision within the Council's mainstream activities.

It was agreed:

- (i) to note that the AEC project had fulfilled, and in a significant number of respects, exceeded its intended remit and would cease its activities on 31 December 2004, in line with the funding period;
- (ii) to remit to the Depute Chief Executive/Executive Director of Corporate Support, in consultation with Service Departments, to identify and take forward the transition of appropriate essential services from AEC to the Council;
- (iii) to take up the issue highlighted by Councillor Kelly pertaining to local arrangements which have been in place regarding staff currently employed by the Project; and
- (iv) otherwise, to note the contents of the report.

EXCLUSION OF PRESS AND PUBLIC

- 15.** 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 the paragraph of Schedule 7A of the Act as shown against each item.

PANEL OF SAFEGUARDERS (PARA 6) (Item 37, Page 1025, 03/07)

16. There was submitted a report dated 18 November 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised the Committee of the outcome of a review of existing East Ayrshire Safeguarders.

It was agreed:

- (i) to re-appoint as Safeguarders until 31 December 2007 those Safeguarders detailed in Appendix I to the report and that it be remitted to the Depute Chief Executive/Executive Director of Corporate Support to make the necessary administrative arrangements for re-appointment;
- (ii) to note that the membership and operation of the Panel would be subject to ongoing review to ensure that membership at all times is adequate for the purposes for which the Panel had been established; and
- (iii) otherwise, to note the contents of the report.

DISPOSAL OF LAND AT CRAUFURDLAND ROAD, KILMARNOCK (PARA 9)

17. There was submitted a report dated November 2004 (circulated) by the Solicitor to the Council which advised the Committee of the outcome of the recent marketing of two plots of land at Craufurdland Road, Kilmarnock shown as Site 1 and Site 2 on the plan attached to the report and which sought authority to dispose of Site 1 and Site 2 to the parties detailed in the report.

It was agreed:

- (i) to authorise the Solicitor to the Council to accept (1) the offer for Site 1 from the first party detailed at paragraph 8.1 of the report subject to the modification of the suspensive planning condition to meet the concerns of the Head of Planning and Building Control and, should Missives not be successfully concluded within an acceptable timescale, to authorise the Solicitor to the Council to revert to the second party detailed within paragraph 8.1 of the report to accept their offer;
- (ii) to accept the offer for Site 2 from the party detailed in the report at paragraph 8.1; and
- (iii) otherwise, to note the contents of the report.

ASSET MANAGEMENT STRATEGY - CUMNOCK (PARA 9)

18. There was submitted a report dated 17 November 2004 (circulated) by the Executive Director of Development and Property Services which outlined an Asset Management Strategy for Cumnock.

It was agreed:

- (i) to authorise Officers of East Ayrshire Council to work with the Department of Works and Pensions to develop proposals for a new office development within the Town Centre of Cumnock;
- (ii) to remit to Officers to thereafter report the outcome of a detailed appraisal exercise to a future meeting of this Committee along with recommendations as to the preferred development vehicle and associated cost implications; and

- (iii) to authorise the Executive Director of Development Property Services to incur, if required, expenditure of up to £60,000 to undertake further site investigations and to meet initial architectural fees as required.

The meeting terminated at 1044 hrs.