

EAST AYRSHIRE COUNCIL**COMMUNITY SERVICES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 5 FEBRUARY 2004 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Jimmy Carmichael, Stephanie Young, Gordon Cree, Drew McIntyre, Harry Wilson, Iain Linton, Ray Murray, Jim Raymond, George Smith, Tommy Farrell, William Menzies, Neil McGhee, Billy Crawford, Elaine Dinwoodie and Elaine Stewart.

ATTENDING: David Montgomery, Chief Executive; William Stafford, Director of Community Services; David Mitchell, Head of Administrative and Legal Services; John Griffiths, Head of Leisure Services; John F Crawford, Head of Protective Services; Derek Spence, Community Recreation Manager; Paul Whip, Financial Services Manager; Adam Geary, Museums, Arts and Theatre Manager; Robert Pollock, Operations Manager (Cleansing); Robert McCulloch, Outdoor Amenities Manager; Morven Templeton, Environmental Officer (Environmental Health and Waste Management); Rhoda MacDougall, Marketing and Implementation Officer (Environmental Health and Waste Management); Jim Dunnachie, Team Leader, Waste Management; and Christine Baillie, Administrative Officer.

APOLOGIES: Councillors John McGhee, Daniel Coffey, John Weir, Isabella Macrae, John Campbell and John Knapp.

CHAIR: Councillor Jimmy Carmichael, Chair.

BUDGETARY CONTROL SUMMARY STATEMENT: COMMUNITY SERVICES TO 16 NOVEMBER 2003 (PERIOD 8)

1. There was submitted and noted a joint report dated 12 December 2003 (circulated) by the Directors of Finance and of Community Services on the current budgetary control position and the projected out-turn for the year for the Community Services Department for the period ended 16 November 2003 (Period 8).

ABSENCE MANAGEMENT REPORT QUARTER 4 (29 SEPTEMBER - 31 DECEMBER 2003)

2. There was submitted and noted a report dated 13 January 2004 (circulated) by the Director of Community Services on absence rates for the Department of Community Services for the quarterly period ended 31 December 2003.

REVENUE BUDGET 2004/2005 - CHARGES FOR SERVICES

3. There was submitted a report dated 16 January 2004 (circulated) by the Director of Community Services which sought approval for increased charges for services provided by the Department.

It was agreed:-

- (i) that, subject to the approval by Special Council on 12 February 2004 of the General Services Revenue Estimates 2004/2005, the proposed charges outlined in Appendices 1-12 of the report be implemented from 1 April 2004; and
- (ii) otherwise, to note the contents of the report.

Councillor Drew McIntyre joined the meeting during discussion of the above item.

EAST AYRSHIRE RACE EQUALITY SCHEME - DEPARTMENTAL ANNUAL MONITORING REPORT

4. There was submitted a report dated 5 January 2004 (circulated) by the Director of Community Services on the Department's progress on the adoption and implementation of the Council's Race Equality Scheme.

It was agreed:-

- (i) to note the contents of the Departmental review of achievements against the action plans submitted to Committee on 5 February 2003; and
- (ii) to approve the amended 3 year plan/timetable to meet the general duty of the Act as set out in Appendix 1 to the report.

FOOD SERVICE PLAN

5. There was submitted a report dated 14 January 2004 (circulated) by the Director of Community Services which advised of slight amendments to the Food Service Plan and requested that the Committee formally approved 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 Food Service Plan; and
- (ii) otherwise, to note the contents of the report.

CEMETERY SAFETY PROGRESS REPORT

6. There was submitted a report dated 7 January 2004 (circulated) by the Director of Community Services which informed members of the updated position regarding the work of the Council's Cemetery Safety Squad and which advised of changes to the programme of making safe dangerous head stones to meet the requirements of the Health and Safety Executive.

Having noted that in Section 3.1 of the report, 12,000 memorials had been inspected in 2003, of which 3,700 had been classified as category 1, it was agreed:-

- (i) to note the progress made in the implementation of the programme of inspection and addressing the issue of dangerous memorials; and
- (ii) otherwise, to note the contents of the report

CEMETERY LAIR AVAILABILITY

7. There was submitted a report dated 13 January 2004 (circulated) by the Director of Community Services on the current position regarding the availability of lairs in the Council's Cemeteries.

It was agreed:-

- (i) to note the progress made in the current projects to secure and prepare burial space;
- (ii) to remit to the Director of Community Services to ascertain the likely costs of the works required at each of the four sites referred to in paragraph 6.1 of the report, and to make appropriate submissions for capital programme funding in future years; and
- (iii) otherwise, to note the contents of the report.

CUMNOCK OPEN AIR SWIMMING POOL - WOODROAD PARK, CUMNOCK

8. There was submitted a report dated 16 January 2004 (circulated) by the Director of Community Services which sought approval for the permanent closure of the Cumnock Outdoor Swimming Pool.

It was agreed:-

- (i) to approve the closure of the outdoor pool in Woodroad Park, Cumnock; and
- (ii) otherwise, to note the contents of the report.

GAMES HALL ATTENDANCES 2003

9. There was submitted and noted a report dated 8 January 2004 (circulated) by the Director of Community Services which advised of the significant progress being made within Games Halls relating to annual attendance figures.

OUTDOOR AMENITIES - EQUIPMENT/VEHICLES LEASES AND HIRES

10. There was submitted a report dated 13 January 2004 (circulated) by the Director of Community Services which sought approval to lease essential equipment and vehicles for the operations of the Outdoor Amenities Section.

It was agreed:-

- (i) to approve the lease and hire of the identified vehicles and equipment as detailed in the report;
- (ii) to instruct the Director of Finance to secure the appropriate operating leases for the vehicles and equipment where required; and
- (iii) otherwise, to note the contents of the report.

AWARDING OF CONTRACTS

11. There was submitted a report dated 21 January 2004 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which have been accepted in respect of contracts as follows:-

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR</u>	<u>AMOUNT</u>
Interior Design and Refurbishment of Leisure Cafeterias	Border Construction Limited, Cumbria	Schedule of Rates Basis
Supply of Kerbside Boxes	Viokado SA, Co Durham	Schedule of Rates Basis
Supply and Delivery of two 3.5 Tonne Chassis Cab Tippers	Kerr and Smith Limited, Glasgow	£19,434.00 each - total £38,868.00
Supply and Delivery of two 3.5 Tonne Crew Cab Tippers	Kerr and Smith Limited, Glasgow	£23,148.00 each - total £46,296.00
Proposed Extension at Galston Cemetery, Galston	W H McClounie, New Cumnock	£43,964.50
Re-roofing of Auchinleck Bowling Club	Caledonian All Trades Limited, Glasgow	£232,414.72
External Lighting, Dick Institute, Kilmarnock	T Brown and Son (Ayr) Limited, Ayr	£25,732.75

DUNLOP AND LUGTON PARK ASSOCIATION - REQUEST TO LEASE DUNLOP PARK AND APPLICATION FOR FINANCIAL ASSISTANCE

12. There was submitted a report dated 21 January 2004 (circulated) by the Director of Community Services on the outcome of negotiations with Trade Unions regarding the transfer of Dunlop Park to community management.

It was agreed:-

- (i) to approve the request from the Dunlop and Lugton Park Association to lease Dunlop Park;
- (ii) to approve revenue funding of £1,000 per year, to be paid on a pro-rata basis related to the date of commencement of the lease;
- (iii) to remit to the Director of Development Services and Head of Administrative and Legal Services to negotiate an appropriate concessionary lease for approval by the Corporate Governance Committee;
- (iv) to remit to the Director of Community Services and the Head of Administrative and Legal Services to negotiate an appropriate Service Level Agreement to include the retention of certain grounds maintenance works by the Council and further revenue support;
- (v) to remit to the Director of Community Services to report back on progress with this project in due course; and
- (vi) otherwise, to note the contents of the report.

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 as shown against each item.

RESTRUCTURE/RECONFIGURATION OF THE MUSEUMS, ARTS AND THEATRE SECTION (PARA 1)

14. There was submitted a report dated 8 January 2004 (circulated) by the Director of Community Services which sought approval for a restructure of staffing and reconfiguration of services within the Museums, Arts and Theatre Section, to refocus the services to meet service demands and thereby provide Best Value.

Councillor Linton, seconded by Councillor Wilson, moved:-

- (i) to approve the staff restructure proposals contained in the report;
- (ii) to remit the restructure proposals to the Corporate Governance Committee for consideration;
- (iii) not to approve the revised opening hours proposed for facilities as shown in the report; and
- (iv) otherwise, to note the contents of the report.

Councillor Carmichael, seconded by Councillor Raymond, moved as an amendment:-

- (i) to approve the staff restructure proposals contained in the report;
- (ii) to remit the restructure proposals to the Corporate Governance Committee for consideration;
- (iii) to approve the revised opening hours proposed for facilities as shown in the report; and
- (iv) otherwise, to note the contents of the report.

On a division by a show of hands, the amendment was carried by 12 votes to 2.

MANAGEMENT RESTRUCTURE IN THE OUTDOOR AMENITIES SERVICE (PARA 1)

15. There was submitted a report dated 15 January 2004 (circulated) by the Director of Community Services which sought approval for a management restructure in the Outdoor Amenities Service to reflect the move away from Compulsory Competitive Tendering towards the achievement of Best Value and Continuous Improvement and the new Local Government (Scotland) Act.

It was agreed:-

- (i) to approve the management restructure in the Outdoor Amenities Section as detailed in the report;
- (ii) to remit to the Head of Personnel to amend the structure charts accordingly; and
- (iii) otherwise, to note to the contents of the report.

PROPOSED RESTRUCTURE OF PROTECTIVE SERVICES (PARA 1)

16. There was submitted a report dated 22 October 2003 (circulated) by the Director of Community Services which sought approval for a staffing restructure within Protective Services.

It was agreed:-

- (i) to approve the transfer of the Waste Management Team to within the responsibility of the current Operations Manager, Cleansing DSO to allow the latter to restructure both services into a single service unit;
- (ii) to approve the transfer of the reporting arrangements for the Principal Officer (Job Share) Licensing and Community Safety from the Head of Protective Services to the current Principal Officer, Environmental Health and Waste Management;
- (iii) to remit to the Director of Community Services to undertake a further review of structures within Protective Services and to report back in due course;
- (iv) to remit these proposals to the Corporate Governance Committee in respect of their interest; and
- (v) otherwise, to note the contents of the report.

DALMELLINGTON BOWLING - NEGOTIATION OF LEASE TERMS (PARA 4)

17. There was submitted a report dated 19 January 2004 (circulated) by the Director of Community Services on the current position of the negotiations of new lease terms with Dalmellington Bowling Club.

It was agreed:-

- (i) to note the current position in relation to the re-negotiation of the lease for Dalmellington Bowling Club;
- (ii) to remit to the Director of Community Services to provide a further update report in due course; and
- (iii) otherwise, to note the contents of the report.

PROPOSED LEASE OF LAND AT NEW MILL ROAD (SCOTT ELLIS PLAYING FIELDS), KILMARNOCK TO CLUARANKWAI JUDO CLUB (PARA 9)

18. There was submitted a report dated 26 January 2004 (circulated) by the Director of Community Services which sought approval to enter into a lease with ALIH (Farms) Limited in respect of the land at New Mill Road, Kilmarnock subject to the terms and conditions being acceptable to the Director of Community Services/Director of Development Service and which sought authority to sub-lease this land and lease adjoining land owned by the Council to Cluarankwai Judo Club.

It was agreed:-

- (i) to enter into a lease with ALIH (Farms) Limited in respect of land at New Mill Road (Scott Ellis Playingfields), Kilmarnock and delegate authority to the Director of Community Services and Director of Development Services to approve the terms and conditions of the lease, as appropriate;

- (ii) to approve the proposal to sub-lease the land referred to in the report and lease adjoining land at New Mill Road (Scott Ellis Playingfields) to Cluarankwai Judo Club; and
- (iii) otherwise, to note the contents of the report.

BUDGETARY CONTROL SUMMARY STATEMENT: REFUSE COLLECTION AND STREET CLEANSING TO 16 NOVEMBER 2003 (PERIOD 8)

- 19.** There was submitted and noted a joint report dated 9 January 2004 (circulated) by the Directors of Finance and of Community Services which advised of the current budgetary control position and the projected out-turn for the year for Refuse Collection and Street Cleansing for the period ended 16 November 2003 (Period 8).

BUDGETARY CONTROL SUMMARY STATEMENT: OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 16 NOVEMBER 2003 (PERIOD 8)

- 20.** There was submitted and noted a joint report dated 9 January 2004 (circulated) by the Directors of Finance and of Community Services which advised of the current budgetary control position and the projected out-turn for the year for Outdoor Amenities and Leisure Management for the period ended 16 November 2003 (Period 8).

The meeting terminated at 1050 hours.