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To: Councillors McIntyre (Chair), O'Neill, Young, Reeves, D Coffey, W Coffey, Reid, Cree, Weir, Macrae, Wilson, Provost Darnbrough and Councillors Knapp, Finlayson, Jackson, Kelly, Farrell, Menzies, Ross, Dinwoodie and Carmichael.

24 May 2005

Dear Councillor

POLICY AND RESOURCES COMMITTEE - 31 MAY 2005

You are requested to attend the meeting of the **Policy and Resources Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **TUESDAY 31 MAY 2005** at **1000 HRS** to consider the undernoted business.

Yours sincerely



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

BUSINESS

INTIMATE APOLOGIES.

MINUTES

1. **SUB-COMMITTEE MINUTES** - Submit for approval as a correct record and approval of any recommendations contained therein, the undernoted Sub-Committee Minutes, viz:-
 - 1.1 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE OF 18 MAY 2005 (Pages 1-3)** (copy enclosed).



2. **BUDGET SCRUTINY GROUP (pages 4-7)** - Submit, for noting, the Minutes of the Budget Scrutiny Group meeting held on 24 March 2005 (copy enclosed).

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FINANCE

3. **FINANCIAL RESERVES STRATEGY (pages 8-11)** - Submit report dated 9 May 2005 (copy enclosed) by the Executive Head of Finance proposing a strategy to determine the level and use of financial reserves.

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4. **BENEFITS OVERPAYMENTS (pages 12-14)** - Submit report dated 9 May 2005 (copy enclosed) by the Executive Head of Finance advising of work done on overpayments of Housing and Council Tax Benefits Overpayment which arose prior to December 2002.

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5. **BUILDING LEARNING COMMUNITIES SCHOOLS PPP PROJECT - TRAFFIC MANAGEMENT ARRANGEMENTS (pages 15-16)** - Submit joint report dated 9 May 2005 (copy enclosed) by the Executive Director of Development and Property Services and the Executive Head of Finance seeking Committee consideration of the traffic management arrangements necessary for progressing the Building Learning Communities Project.

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6. **DISCRETIONARY RELIEF OF NON-DOMESTIC RATES FOR RURAL POST OFFICES (pages 17-19)** - Submit report dated 11 May 2005 (copy enclosed) by the Executive Head of Finance to allow the Committee to consider the policy on discretionary relief of non-domestic rates for rural post offices that already qualify for 50% mandatory relief.

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7. **STATISTICAL INFORMATION ON REVENUE COLLECTION (pages 20-21)** - Submit report dated 9 May 2005 (copy enclosed) by the Executive Head of Finance providing an update on the position of the Council with regard to billing and collection of local taxes during 2004/05 as at 31 March 2005.

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8. **NORTHWEST YOUTH PROJECT - SERVICE LEVEL AGREEMENT EVALUATION (pages 22-23)** - Submit report dated 11 May 2005 (copy enclosed) by the Executive Director of Educational and Social Services advising of the outcome of the annual evaluation of the Service Level Agreement with the Northwest Youth Project and making recommendations accordingly.

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REQUESTS FOR FINANCIAL ASSISTANCE

9. **SCOTTISH REFUGEE COUNCIL (pages 24-25)** - Submit report dated 21 March 2005 (copy enclosed) by the Executive Director of Educational and Social Services advising of a grant application from the Scottish Refugee Council and making recommendations accordingly.

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10. **SCOTTISH HUMAN RIGHTS CENTRE (pages 26-27)** - Submit report dated 21 March 2005 (copy enclosed) by the Executive Director of Educational and Social Services requesting that the Committee consider a request for funding from the Scottish Human Rights Centre.

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11. **ETHNIC MINORITIES LAW CENTRE (pages 28-29)** - Submit report dated 21 March 2005 (copy enclosed) by the Executive Director of Educational and Social Services asking the Committee to consider a request for funding from the Ethnic Minorities Law Centre.

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COMMUNITY PLANNING

12. **BETTER NEIGHBOURHOOD SERVICES FUND (PHASE 1) INDEPENDENT EVALUATION (pages 30-35)** - Submit report dated 13 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting to Committee for information, a summary of the Better Neighbourhood Services Fund (BNSF) (Phase 1) Independent Evaluation, March 2005.

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Full BNSF (Phase 1) Independent Evaluation

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13. **NORTH SOCIAL INCLUSION INITIATIVE ANNUAL REPORT 2004/05 (pages 36-39)** - Submit report dated 13 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting to Committee for information, a summary of the East Ayrshire North Social Inclusion Initiative Annual Report for 2004/05.

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14. **RURAL SERVICE PRIORITY AREAS (pages 40-43)** - Submit report dated 13 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the establishment of Rural Service Priority Areas (RPSAs) by the Scottish Executive and the implications for East Ayrshire.

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15. **EAST AYRSHIRE COMMUNITY PLANNING PROCESS YEAR 2, 2004/05 ANNUAL PERFORMANCE REPORT AND ACTION PLAN - MID TERM REVIEW PROCESS (pages 44-65)** - Submit report dated 19 May 2005 (copy enclosed) by the Chief Executive presenting `Year 2`, the 2004/05 Annual Performance Report for Community Planning in East Ayrshire and a summary of the mid term review of the six associated Action Plans.



16. **REGENERATION OUTCOME AGREEMENT AND FUTURE DECISION MAKING ARRANGEMENTS (pages 66-82)** - Submit report dated 13 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing an update to the Committee on the Regeneration Outcome Agreement and presenting for consideration and endorsement proposals for future decision making in respect of the Community Regeneration Fund and related Community Planning Programmes.



17. **EAST AYRSHIRE CHILDREN AND YOUNG PERSONS' SERVICE PLAN 2005-2008 (pages 83-87)** - Submit report dated 16 March 2005 (copy enclosed) by the Executive Director of Educational and Social Services seeking approval of the East Ayrshire Children and Young Persons' Service Plan 2005-2008.



CORPORATE MANAGEMENT

18. **ELECTRONIC GOVERNMENT (pages 88-106)** - Submit report dated 18 April 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of progress being made in respect of the Council's e.Government Strategy, the achievement of Scottish Executive targets for electronic service delivery, and the implementation of Modernising Government Fund (MGF) related projects for which the Council has secured Scottish Executive funding.



19. **ELECTRONIC PURCHASING (pages 107-111)** - Submit report dated 3 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of progress made on the implementation of an electronic purchasing system across all 12 Authorities Buying Consortium (ABC) Member Councils and seeking approval for ABC to conduct a "scope and readiness assessment" (S&RA) as a prerequisite to the Council deciding on a timescale for future participation in the project.



20. **EFFICIENT GOVERNMENT FUND (pages 112-114)** - Submit report dated 16 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the outcome of the Council's bid, in conjunction with other partners, to the first tranche of the first round of the Scottish Executive's Efficient Government Fund for an Information and Communications Technology (ICT) related project.

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21. **AYRSHIRE ELECTRONIC COMMUNITY (pages 115-118)** - Submit report dated 24 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising Members of steps which have been taken to consolidate the portfolio of services previously provided by the AEC Project within the Council's mainstream activities thereby ensuring sustainability of service provision.

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22. **DEPARTMENT OF CORPORATE SUPPORT AND CHIEF EXECUTIVE'S OFFICE - ABSENCE MANAGEMENT REPORT (QUARTER 1, 2005) (pages 119-121)** - Submit report dated 26 April 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of absence rates for the Department of Corporate Support including the Chief Executive's office for the quarterly period ending 31 March 2005.

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23. **ASSET MANAGEMENT PLANNING (pages 122-131)** - Submit report dated 18 May 2005 (copy enclosed) by the Executive Director of Development and Property Services updating the Committee of the progress that has been made and of the issues facing the Council in relation to developing an Asset Management Strategy and to set out a Forward Action Plan and timetable for delivering an Integrated Asset Management Strategy.

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24. **FINANCE SERVICE BEST VALUE SERVICE REVIEW (pages 132-135)** - Submit report dated 10 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the outcome of the Finance Service Best Value Service Review and of proposals to realign the service to meet the objective and issues arising from the review.

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Best Value Service Review for the Finance Service

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CONTRACTS

25. **AWARDING OF CONTRACTS (pages 136-140)** - Submit report dated 16 May 2005 (copy enclosed) by the Depute Chief Executive/Executive Director

of Corporate Support providing, for information, details of tenders which have been accepted.



26. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following Resolution:- “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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 9 of Schedule 7A of the Act”.

PROPERTY

27. **LAND AT FORMER IRVINE-KILMARNOCK RAILWAY SOLUM, KNOCKENTIBER (pages 141-144)** - Submit report dated 13 May 2005 (copy enclosed) by the Executive Director of Development and Property Services requesting that Committee grant authority to the Solicitor to the Council to enter into a servitude agreement with the party detailed in the report to allow overflow surplus water to drain into a ditch on land forming part of the former Irvine/Kilmarnock railway solum at Knockentiber, as identified on the plan attached to this report. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**