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

12 September 2006

Dear Councillor

POLICY AND RESOURCES COMMITTEE - 19 SEPTEMBER 2006

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 19 SEPTEMBER 2006** at **1000 HRS** to consider the undernoted business.

Yours sincerely



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

B U S I N E S S

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 6 SEPTEMBER 2006 (pages 1-3).**

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2. **BUDGET SCRUTINY GROUP** - Submit, for noting, the Minutes of the Budget Scrutiny Group meetings as follows, viz:-

2.1 **MINUTES OF MEETING HELD ON 14 JUNE 2006 (pages 4-8) (copy enclosed).**

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2.2 **MINUTES OF MEETING HELD ON 22 AUGUST 2006 (pages 9-12) (copy enclosed).**

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FINANCE

3. **BUDGETARY CONTROL STATEMENT - GENERAL FUND SERVICES (pages 13-16)** - Submit report dated 28 August 2006 (copy enclosed) by the Executive Head of Finance advising of the projected financial position for Revenue Services and the General Services Capital Programme based on information provided by Executive Directors.

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4. **BUDGETARY CONTROL SUMMARY STATEMENT - POLICY AND RESOURCES (CORPORATE SUPPORT) (pages 17-20)** - Submit joint report dated 1 September 2006 (copy enclosed) by the Executive Head of Finance and the Executive Director of Corporate Support advising 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).

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5. **BUDGETARY CONTROL SUMMARY STATEMENT - POLICY AND RESOURCES (CENTRAL SERVICES) (pages 21-22)** - Submit report dated 1 September 2006 (copy enclosed) by the Executive Head of Finance advising 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).

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6. **BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE ACCOUNT TO 23 JULY 2006 (PERIOD 4) (page 23)** - Submit joint report dated 28 August 2006 (copy enclosed) advising of the current budgetary control position of the Housing Revenue Account for the period ended 23 July 2006 (Period 4).

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7. **STATISTICAL INFORMATION ON REVENUE COLLECTION (pages 24-25)** - Submit report dated 4 September 2006 (copy enclosed) by the Executive Head of Finance providing Members with an update on the billing and collection performance of local taxes as at 20 August 2006 (Period 5).

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8. **EXTERNAL FUNDING SUMMARY FOR FINANCIAL YEAR 05/06 AND EXTERNAL FUNDING UPDATE - 1 APRIL-30 JUNE 2006 (pages 26-44)** - Submit report dated 4 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support updating the Committee on progress in relation to external funding activity.

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9. **THE COUNCIL TAX (EXEMPT DWELLINGS) (SCOTLAND) AMENDMENT ORDER 2006 (pages 45-46)** - Submit report dated 28 August 2006 (copy enclosed) by the Executive Head of Finance updating Members on the amendment to the Council Tax legislation coming into force on 1 October 2006.

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10. **EAST AYRSHIRE CITIZENS ADVICE BUREAU - FUNDING APPRAISAL REPORT (pages 47-52)** - Submit report dated 28 August 2006 (copy enclosed) by the Executive Director of Neighbourhood Services providing information on the work of the East Ayrshire Citizens Advice Bureau and to consider the level of grant assistance for the future.

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PARTNERSHIP ARRANGEMENTS

11. **FORMAL NAMING OF THE NEW HEALTH/COUNCIL COMMUNITY FACILITY IN NORTHWEST KILMARNOCK (pages 53-55)** - Submit report dated 6 September 2006 (copy enclosed) by the Chief Executive to advise the Committee of progress with the new co-located Health/Council/Community Facility in North West Kilmarnock and to propose that the Centre now be named.

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CORPORATE MANAGEMENT

12. **DEPARTMENT OF CORPORATE SUPPORT - UPDATE ON STRATEGIC SELF ASSESSMENT PERFORMANCE - PROGRESS REPORT (pages 56-84)** - Submit report dated 5 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support updating Members on the Department of Corporate Support's progress in addressing areas for improvement identified during the strategic self assessment of the Department's performance.

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13. **STREAMLINING BUREAUCRACY - PROCUREMENT OF CONSULTANCY AND TRAINING SERVICES (pages 85-87)** - Submit report dated 31 August 2006 (copy enclosed) by the Executive Director of Corporate Support seeking approval to negotiate appropriate contractual terms with Vanguard Ltd for the provision of Consultancy and Training Services in respect of work being

undertaken in the cross-cutting service review of Housing and Property Repairs and the implementation of verification framework within Benefits.

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14. **CUSTOMER FIRST PROGRAMME UPDATE (pages 88-90)** - Submit report dated 28 August 2006 (copy enclosed) by the Chief Executive updating the Committee on the progress that has been made in strengthening East Ayrshire Council's approach to customer service through the Customer First programme.

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15. **STATUTORY PERFORMANCE INDICATORS FOR 2005/06 (pages 91-95)** - Submit report dated 7 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting the outcome for the 2005/06 Statutory Performance Indicators in respect of those Indicators for which the Committee has an interest, ie Corporate Management and Benefits Administration.

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16. **EAST AYRSHIRE COUNCIL PUBLIC PERFORMANCE REPORTING 2005/06 (pages 96-99)** - Submit report dated 7 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising the Committee on the arrangements for the production and publication of East Ayrshire Council's 2006 Public Performance Report, which report also provides an update on the Scottish Executive's anticipated Regulations pertaining to Public Performance Reporting and the implications for the further development of the Council's Public Performance Reporting Strategy.

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- 16A **CORPORATE SUPPORT RACE EQUALITY ACTION PLAN (pages 134-136)** - Submit report dated 11 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support submitting for approval the Department of Corporate Support's Race Equality Action Plan as required under the Council's Race Equality Scheme 2005-2008.

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COMMUNITY PLANNING

17. **REGENERATION OUTCOME AGREEMENT - ANNUAL REPORT 2005/06 (pages 100-106)** - Submit report dated 8 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting to the Policy and Resources Committee for consideration and endorsement the first Regeneration Outcome Agreement Annual Report for the year 2005/06.

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18. **COMMUNITY PLANNING IN EAST AYRSHIRE: FOUR-YEARLY REVIEW (pages 107-111)** - Submit report dated 8 August 2006 (copy enclosed) by the Chief Executive advising of progress in respect of the Community Planning Four-Yearly Review.



19. **COMMUNITY PLANNING: AN INITIAL REVIEW (REVIEW OF REPORT FROM AUDIT SCOTLAND) (pages 112-125)** - Submit report dated 2 August 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the findings and recommendations of the Audit Scotland document 'Community Planning: An Initial Review' and of current activity to address the issues highlighted in the report relevant to East Ayrshire.



CONTRACTS

20. **AWARDING OF CONTRACTS (pages 126-128)** - Submit report dated 4 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing, for information, details of a tender which has been accepted.



21. **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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item".

PROPERTY

22. **PROPOSED DISPOSAL OF 30/32 DUNDONALD ROAD, KILMARNOCK (PARA 9) (pages 129-133)** - Submit report dated 28 August 2006 (copy enclosed) by the Solicitor to the Council advising the Committee of the outcome of the recent marketing of 30/32 Dundonald Road, Kilmarnock as detailed on the plan attached to the report and seeking authority to dispose of the subjects to the parties detailed. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

BEST VALUE

23. **FOLLOW-UP TO ADMINISTRATIVE AND LEGAL SERVICES BEST VALUE SERVICE REVIEW (PARA 1) (pages 137-145)** - Submit report dated 1 September 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support presenting for consideration by Committee proposed changes to the Administrative and Legal Services structure following on from the recent Best Value Service Review and to seek approval to submit these proposals to the next meeting of the Corporate Governance Committee.

Report not enclosed - Refer to Exclusion of Press and Public paragraph above.