

Christine Baillie, Direct Dial: (01563) 576129

To: Councillors Taylor (Chair), Hay, Young, Reeves, D Coffey, L MacLean, Weir, McIntyre, Macrae, Wilson, Linton, Darnbrough, F MacLean, Jackson, Farrell, Faulds, Menzies, Ross, Dinwoodie and Carmichael.

12 September 2001

Dear Councillor

COMMUNITY SERVICES COMMITTEE - 19 SEPTEMBER 2001

You are requested to attend a meeting of the **Community Services Committee** to be held on **WEDNESDAY 19 SEPTEMBER 2001** at **1000 HOURS** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, to discuss the undernoted business.

Yours sincerely

SIGNED OFF BY JULIE ARMSTRONG

Fiona Lees
Depute Chief Executive/Director of Corporate Resources

CB/ST

B U S I N E S S

INTIMATE APOLOGIES

- 1. BUDGETARY PROGRESS REPORT - COMMUNITY SERVICES TO 29 JULY 2001 (PERIOD 4) (Pages 1-3)** - Submit joint report dated 7 September 2001 (copy enclosed) 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 29 July 2001 (Period 4).



2. **HEALTH AND SAFETY PLAN (Pages 4-16)** - Submit report dated 28 August 2001 (copy enclosed) by the Director of Community Services recommending a prioritised Health and Safety Action Plan.

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3. **REPORT ON NON-STATUTORY PERFORMANCE INDICATORS (Pages 17-19)** - Submit report dated 1 August 2001 (copy enclosed) by the Director of Community Services informing of the quarterly outcome of non-statutory performance indicators within the Department.

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4. **REPORT ON STATUTORY PERFORMANCE INDICATORS (Pages 20-32)** Submit report dated 30 August 2001 (copy enclosed) by the Director of Community Services advising of the outcome of statutory performance indicators within the Department for the period 1 April 2000 to 31 March 2001 and informing the Committee of performance trends over the past 5 years and of comparisons with other Councils.

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5. **ABSENCE MANAGEMENT REPORT QUARTER 1 (1 APRIL TO 1 JULY 2001) (Pages 33-40)** - Submit report dated 31 July 2001 (copy enclosed) by the Director of Community Services advising of absence rates and absence management for the Department of Community Services for the period 1 April to 1 July 2001.

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6. **SURPLUS PROPERTY - GARAGE, HIGH STREET, STEWARTON (Page 41)** - Submit report dated 28 August 2001 (copy enclosed) by the Director of Community Services inviting the Committee to declare the Garage at the rear of 22/24 High Street, Stewarton surplus to requirements.

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7. **SURPLUS PROPERTY - BOTHY/TOOLSHED, WARDNEUK DRIVE, KILMARNOCK (Pages 42-43)** - Submit report dated 10 August 2001 (copy enclosed) by the Director of Community Services inviting the Committee to declare the former Grounds Maintenance DSO Bothy and Toolshed sited at Wardneuk Drive, Kilmarnock surplus to requirements.

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8. **DISPOSAL OF LAND AT WOODROAD PARK, CUMNOCK (Pages 44-45)** - Submit report dated 22 August 2001 (copy enclosed) by the Director of Community Services requesting the Committee to declare a total of 751 square metres of land at Woodroad Park, Cumnock surplus to requirements.

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9. **REMEMBRANCE SUNDAY - 11 NOVEMBER 2001 (Pages 46-49)** - Submit report dated 30 August 2001 (copy enclosed) by the Director of Community Services advising of the arrangements made in respect of Remembrance Day Services held in East Ayrshire in 2000 and to propose the arrangements to be made for this years services.

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10. **AUTHORISATION OF USE OF FIXED PENALTY NOTICES FOR LITTER OFFENCES (Pages 50-51)** - Submit report dated 27 August 2001 (copy enclosed) by the Director of Community Services inviting the Committee to authorise designated Officers of the Council to issue fixed penalty notices in respect of littering offences.

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11. **REPLACEMENT OF GROUND CARE EQUIPMENT (Pages 52-53)** - Submit report dated 8 August 2001 (copy enclosed) by the Director of Community Services seeking approval for the lease of various types of Grounds Maintenance equipment.

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12. **PEOPLE'S NETWORK FUNDING (Pages 54-55)** - Submit report dated 27 August 2001 (copy enclosed) by the Director of Community Services informing the Committee that Library Registration and Information Services has been allocated £363,028.00 by the New Opportunities Fund (NOF) for People's Network infrastructure.

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13. **TOP-PLAY/TOP-SPORTS INITIATIVE (Pages 56-59)** - Submit joint report dated 9 August 2001 (copy enclosed) by the Directors of Community Services and of Educational and Social Services advising of a successful funding bid to the Sports Lottery Fund to strategically develop the Top-Play/Top-Sport Initiative throughout East Ayrshire.





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14. **OUTDOOR ACCESS UNIT - PROGRESS REPORT (Pages 60-61)** - Submit report dated 13 August 2001 (copy enclosed) by the Director of Community Services informing and updating the Committee on the establishment of the Outdoor Access Unit.

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15. **CEMETERY PROGRESS REPORT (Pages 62-63)** - Submit report dated 20 August 2001 (copy enclosed) by the Director of Community Services on the progress of (i) a Memorial Mason Registration Scheme; and (ii) the tendering process of the safety inspection/survey of headstones.

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16. **BURNS HOUSE MUSEUM (Pages 64-66)** - Submit report dated 28 August 2001 (copy enclosed) by the Director of Community Services advising of the current position relating to the management of the Burns House Museum, and examining proposals for the future of the visitor attraction.

17. **KILMARNOCK CYCLEWAYS AND PEDESTRIAN FACILITIES - PROPOSALS FOR CYCLE ROUTES THROUGH HOWARD PARK (Pages 67-71)** - Submit joint report dated 5 September 2001 (copy enclosed) by the Directors of Development Services and of Community Services on proposals for the provision of cycleways and pedestrian facilities in Kilmarnock and in particular, proposals for the route through Howard Park.

18. **CIVIL MARRIAGES OUTWITH REGISTRATION OFFICES (Pages 72-77)** - Submit report dated 28 August 2001 (copy enclosed) by the Director of Community Services outlining the Council's response to the White Paper issued by the Scottish Executive setting out proposed changes in the Law to allow Civil Marriages outwith Registration Offices and to consider issues around implementing changes to the Law.

19. **DEVELOPMENT OF THE REGISTRATION SERVICE IN SCOTLAND (Pages 78-85)** - Submit report dated 21 August 2001 (copy enclosed) by the Director of Community Services outlining the Council's response to the consultation paper from the Register General on the Digital Imaging of the Genealogical Records of Scotland's People (DIGROS) and the Forward Electronic Register (FER). The response is contained in Appendix I.

20. **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 Paragraph 6 of Schedule 7A of the Act".
21. **BUDGETARY PROGRESS REPORT - OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 29 JULY 2001 (PERIOD 4) (Pages 87-90)** - Submit joint report dated 7 September 2001 (copy enclosed) by the Directors of Finance and of Community Services advising of the current budgetary control position and the projected out-turn for the year for Outdoor Amenities and Leisure Management for the period ended 29 July 2001 for the period ended 29 July 2001 (Period 4). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

- 22. BUDGETARY PROGRESS REPORT - REFUSE COLLECTION AND STREET CLEANSING TO 29 JULY 2001 (PERIOD 4) (Pages 91-93) -** Submit joint report dated 7 September 2001 (copy enclosed) by the Directors of Finance and of Community Services advising of the current budgetary control position and the projected out-turn for the year for Refuse Collection and Street Cleansing for the period ended 29 July 2001 for the period ended 29 July 2001 (Period 4). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**