

Christine Baillie, Direct Dial: (01563) 576129
E-Mail: Christine.Baillie@east-ayrshire.gov.uk

To: Councillors Carmichael (Chair), J McGhee, Young, D Coffey, Cree, Weir, McIntyre, Macrae, Wilson, Linton, Campbell, Murray, Knapp, Raymond, Smith, Farrell, Menzies, N McGhee, Crawford, Dinwoodie and Stewart.

28 January 2004

Dear Councillor/Officer

COMMUNITY SERVICES COMMITTEE - 5 FEBRUARY 2004

You are requested to attend a meeting of the **Community Services Committee** to be held on **THURSDAY 5 FEBRUARY 2004** at **1000 HRS** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, to discuss the undernoted business.

Yours sincerely



Fiona Lees
Depute Chief Executive/
Director of Corporate Resources
CB/FM

B U S I N E S S

INTIMATE APOLOGIES

- 1. BUDGETARY CONTROL SUMMARY STATEMENT: COMMUNITY SERVICES TO 16 NOVEMBER 2003 (PERIOD 8) (pages 1-4)** - Submit joint report dated 12 December 2003 (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 16 November 2003 (Period 8).



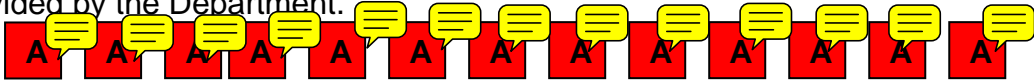
- 2. ABSENCE MANAGEMENT REPORT QUARTER 4 (29 SEPTEMBER TO 31 DECEMBER 2003) (pages 5-8)** - Submit report dated 13 January 2004 (copy enclosed) by the Director of Community Services on absence rates for the

Department of Community Services for the quarterly period ended 31 December 2003.

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3. **REVENUE BUDGET 2004-05 - CHARGES FOR SERVICES (pages 9-33)** - Submit report dated 16 January 2004 (copy enclosed) by the Director of Community Services seeking approval for increased charges for services provided by the Department.

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4. **EAST AYRSHIRE RACE EQUALITY SCHEME - DEPARTMENTAL ANNUAL MONITORING REPORT (Item 7, Page 3054, 03/06) (pages 34-38)** - Submit report dated 5 January 2004 (copy enclosed) by the Director of Community Services on the Department's progress on the adoption and implementation of the Council's Race Equality Scheme.

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5. **FOOD SERVICE PLAN (Item 5, Page 2910, 99/02) (pages 39-41)** - Submit report dated 14 January 2004 (copy enclosed) by the Director of Community Services advising of slight amendments to the Food Service Plan and requesting that the Committee formally approves the Plan which will reflect the Food Law and Enforcement policies and procedures as recommended by the Food Standards Agency.

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6. **CEMETERY SAFETY PROGRESS REPORT (Item 12, Page 2224, 99/02) (pages 42-44)** - Submit report dated 7 January 2004 (copy enclosed) by the Director of Community Services informing Members of the updated position regarding the work of the Council's Cemetery Safety Squad and advising of changes to the programme of making safe dangerous headstones to meet the requirements of the Health and Safety Executive.

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7. **CEMETERY LAIR AVAILABILITY (Item 4, Page 1725, 99/02) (pages 45-48)** - Submit report dated 13 January 2004 (copy enclosed) by the Director of Community Services on the current position regarding the availability of lairs in the Council's cemeteries.

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8. **CUMNOCK OPEN AIR SWIMMING POOL - WOODROAD PARK, CUMNOCK (pages 49-51)** - Submit report dated 16 January 2004 (copy enclosed) by the Director of Community Services seeking approval for the permanent closure of the Cumnock Outdoor Swimming Pool.

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9. **GAMES HALL ATTENDANCES 2003 (pages 52-55)** - Submit report dated 8 January 2004 (copy enclosed) by the Director of Community Services advising of the significant progress being made within Games Halls relating to annual attendance figures.

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10. **OUTDOOR AMENITIES - EQUIPMENT/VEHICLE LEASES AND HIRES (pages 56-58)** - Submit report dated 13 January 2004 (copy enclosed) by the Director of Community Services seeking approval to lease essential equipment and vehicles for the operations of the Outdoor Amenities Section.

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11. **AWARDING OF CONTRACTS (pages 59-63)** - Submit report dated 15 January 2004 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources providing, for information, details of tenders which have been accepted.

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12. **DUNLOP AND LUGTON PARK ASSOCIATION - REQUEST TO LEASE DUNLOP PARK AND APPLICATION FOR FINANCIAL ASSISTANCE (pages 64-66)** - Submit report dated 21 January 2004 (copy enclosed) by the Director of Community Services on the outcome of negotiations with Trade Unions regarding the transfer of Dunlop Park to community management.

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13. **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 they involves the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item".

14. **RESTRUCTURE/RECONFIGURATION OF THE MUSEUMS, ARTS AND THEATRE SECTION (PARA 1) (pages 67-77)** - Submit report dated 8 January 2004 (copy enclosed) by the Director of Community Services seeking 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. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

15. **MANAGEMENT RESTRUCTURE IN THE OUTDOOR AMENITIES SERVICE (PARA 1) (pages 78-82)** - Submit report dated 15 January 2004 (copy enclosed) by the Director of Community Services seeking 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. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

16. **PROPOSED RESTRUCTURE OF THE PROTECTIVE SERVICES (PARA 1) (pages 83-88)** - Submit report dated 22 October 2003 (copy enclosed) by the Director of Community Services seeking approval for a staffing restructure within Protective Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
17. **DALMELLINGTON BOWLING CLUB - NEGOTIATION OF LEASE TERMS (PARA 4) (pages 89-90)** - Submit report dated 19 January 2004 (copy enclosed) by the Director of Community Services on the current position of the negotiations of new lease terms with Dalmellington Bowling Club. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
18. **PROPOSED LEASE OF LAND AT NEW MILL ROAD (SCOTT ELLIS PLAYINGFIELDS), KILMARNOCK TO CLUARANKWAI JUDO CLUB (PARA 9) (pages 91-93)** - Submit report dated 26 January 2004 (copy enclosed) by the Director of Community Services seeking approval to enter into a lease with ALIH (Farms) Ltd in respect of land at New Mill Road, Kilmarnock, subject to the terms and conditions being acceptable to the Director of Community Services/Director of Development Services, and seeking authority to sub-lease this land and lease adjoining land owned by the Council to Cluarankwai Judo Club. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
19. **BUDGETARY CONTROL SUMMARY STATEMENT - REFUSE COLLECTION AND STREET CLEANSING TO 16 NOVEMBER 2003 (PERIOD 8) (PARA 6) (pages 94-97)** - Submit joint report dated 9 January 2004 (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 16 November 2003 (Period 8). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
20. **BUDGETARY CONTROL SUMMARY STATEMENT - OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 16 NOVEMBER 2003 (PERIOD 8) (PARA 6) (pages 98-101)** - Submit joint report dated 9 January 2004 (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 16 November 2004 (Period 8). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

PRESENTATION ON THE INTRODUCTION OF THE THREE BIN SYSTEM -
A presentation will be given by the Director of Community Services at 1100 hrs or at the conclusion of the Community Services Committee, whichever is the later, on the introduction of the three bin system,