

Christine Baillie, Direct Dial: (01563) 576129

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.

10 September 2003

Dear Councillor

COMMUNITY SERVICES COMMITTEE - 17 SEPTEMBER 2003

You are requested to attend a meeting of the **Community Services Committee** to be held on **WEDNESDAY 17 SEPTEMBER 2003 at 1000 HOURS** 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/SM

B U S I N E S S

INTIMATE APOLOGIES

1. **BUDGETARY CONTROL SUMMARY STATEMENT: COMMUNITY SERVICES TO 27 JULY 2003 (PERIOD 4) (pages 1-3)** - Submit joint report dated 3 September 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 27 July 2003 (Period 4).



2. **ABSENCE MANAGEMENT REPORT QUARTER 2 (31 MARCH TO 29 JUNE 2003) (pages 4-7)** - Submit report dated 8 July 2003 (copy enclosed) by the Director of Community Services advising of absence rates and

absence management for the Department of Community Services for the period 31 March to 29 June 2003.

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- 3. REPORT ON STATUTORY PERFORMANCE INDICATORS (pages 8-21)** - Submit report dated 13 August 2003 (copy enclosed) by the Director of Community Services on the outcome of Statutory Performance Indicators within the Department for the period 1 April 2002 to 31 March 2003 informing the Committee of performance trends over the past five years.

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- 4. HEALTH AND SAFETY ACTION PLAN (pages 22-29)** - Submit report dated 17 August 2003 (copy enclosed) by the Director of Community Services on the Department's progress on the Departmental Health and Safety Action Plan 2002-03 and recommending a Departmental Health and Safety Action Plan for 2003-04.

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- 5. ACHIEVEMENT OF ISO 9001/2000 STANDARD (pages 30-31)** - Submit report dated 26 August 2003 (copy enclosed) by the Director of Community Services advising that the Cleansing DSO has successfully completed the transition process to the new ISO 9001/2000 Standard.

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- 6. RESULTS OF MAJOR EXTERNAL FUNDING BIDS (pages 32-34)** - Submit report dated 9 September 2003 (copy enclosed) by the Director of Community Services on the results of major external funding bids received.

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- 7. REMEMBRANCE SUNDAY - 9 NOVEMBER 2003 (pages 35-38)** - Submit report dated 22 August 2003 (copy enclosed) by the Director of Community Services on the arrangements made in respect of Remembrance Day Services held in East Ayrshire in 2002 and proposing the arrangements to be made for this year's Services.

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- 8. COMMUNITY SERVICES GRANTS SCHEME: APPLICATIONS FOR FINANCIAL ASSISTANCE (pages 39-52)** - Submit report dated 25 August 2003 (copy enclosed) by the Director of Community Services outlining applications for financial assistance under the Community Services Department Grants Scheme for Members' consideration.

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- 9. RE-ALLOCATION OF QUALITY OF LIFE FUNDING (pages 53-54)** - Submit report dated 18 August 2003 (copy enclosed) by the Director of Community Services seeking approval for the re-allocation of Quality of Life funding,

originally allocated to the provision of skateboard facilities, to other projects aimed at providing facilities and sporting opportunities for young people.



10. **HEALTHY LIVING CENTRE PROGRESS REPORT (pages 55-58)** - Submit report dated 15 August 2003 (copy enclosed) by the Director of Community Services providing a progress report associated with the "Community Health Improvement Partnership (CHIP) Project" by outlining the services currently provided by the Initiative and highlighting the need for additional funding to ensure the project's sustainability beyond March 2005.



11. **CITIZENSHIP CEREMONIES - CONSULTATION DOCUMENT (pages 59-63)** - Submit report dated 18 August 2003 (copy enclosed) by the Director of Community Services seeking agreement on a response to the Home Office's consultation document on Citizenship Ceremonies.



12. **WEST OF SCOTLAND INSTITUTE OF SPORT (pages 64-67)** - Submit report dated 15 August 2003 (copy enclosed) by the Director of Community Services updating the Committee about the Services of the Scottish Institute of Sport and the localised West of Scotland Institute of Sport and seeking approval for a financial contribution to be made to the West Area Institute of Sport from East Ayrshire Council.










13. **REVISED FOOTBALL DEVELOPMENT SCHEME - PROGRESS REPORT (pages 68-70)** - Submit report dated 18 August 2003 (copy enclosed) by the Director of Community Services advising on the progress being made in securing Partnership funded football development posts, and seeking approval for the appointment of a Girls/Women's Football Development Officer.



14. **EAST AYRSHIRE RUGBY DEVELOPMENT OFFICER - FUNDING PROPOSAL (pages 71-74)** - Submit report dated 19 August 2003 (copy enclosed) by the Director of Development Services seeking approval for the establishment of an East Ayrshire Rugby Development post in conjunction with the Scottish Rugby Union (SRU).



15. **"NO BALL GAMES/NO GOLF" SIGNS (pages 75-77)** - Submit report dated 18 August 2003 (copy enclosed) by the Director of Community Services seeking clarification of the Committee's policy on the installation and maintenance of "No Ball Games/No Golf" signs in parks and open spaces.

16. **RECREATION PARTNERSHIP PROJECT PROGRESS REPORT (pages 78-81)** - Submit report dated 15 August 2003 (copy enclosed) by the Director of Community Services providing a progress report associated with the Recreation Partnership Project and highlighting the need for additional funding to ensure project sustainability.

17. **INTRODUCTION OF THREE BIN AND KERBSIDE BOX COLLECTION SYSTEMS (pages 82-84)** - Submit report dated 29 August 2003 (copy enclosed) by the Director of Community Services advising of the success of the bid of East Ayrshire Council to the Scottish Executive for funding from the Strategic Waste Fund (SWF) to introduce extensive recycling initiatives in accordance with the requirements of the National Waste Strategy for Scotland as expressed in the Ayrshire, Dumfries and Galloway, Area Waste Plan.

18. **CLEANSING - VEHICLE REPLACEMENT (pages 85-89)** - Submit report dated 22 August 2003 (copy enclosed) by the Director of Community Services advising of the vehicle replacement requirements of the Cleansing DSO in financial year 2004/05 and seeking approval for the acquisition of three refuse collection vehicles, one box van and three pick-ups.
 
19. **DUNLOP AND LUGTON PARK ASSOCIATION - REQUEST TO LEASE DUNLOP PARK AND APPLICATION FOR FINANCIAL ASSISTANCE (pages 90-94)** - Submit report dated 21 August 2003 (copy enclosed) by the Director of Community Services on a request from the Dunlop and Lugton Park Association to lease and subsequently approve, manage and maintain Dunlop Park and further consider an application from the same group for financial assistance for an initial period of three years.

20. **DUNLOP AND DISTRICT COMMUNITY COMPANY - REQUEST TO LEASE DUNLOP VILLAGE HALL AND APPLICATION FOR FINANCIAL ASSISTANCE (pages 95-98)** - Submit report dated 28 August 2003 (copy enclosed) by the Director of Community Services on a request from the Dunlop and District Community Company to lease, and subsequently upgrade and manage the Dunlop Village Hall and further consider a request from the same group for financial assistance for an initial period of three years.


21. **AWARDING OF CONTRACTS (pages 99-102)** - Submit report dated 14 August 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources providing, for information, details of tenders which have been accepted. The amounts shown are actual costs of the contract and are exclusive of professional fees.



22. **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 relevant paragraph of Schedule 7A of the Act, as shown against each item".
23. **PROPOSED AMENDMENT OF KILMARNOCK LEISURE CENTRE TRUST DOCUMENTATION (PARA 4) (pages 103-105)** - Submit report dated 2 September 2003 (copy enclosed) by the Head of Administrative and Legal Services advising (i) that the Trustees of the Kilmarnock Leisure Centre Trust have been requested to decide whether to agree that the formal Minute of Agreement between the Council and the Trust be amended; (ii) that the Trustees have decided that the Trust documentation should not be amended to completely remove the financial undertaking as reproduced at paragraph 2.2 of the report; and (iii) that the Trustees have proposed as an alternative that the financial undertaking be limited to the sum of £200,000 in any one financial year. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
24. **DALMELLINGTON BOWLING CLUB - NEGOTIATION OF LEASE TERMS (PARA 4) (pages 106-108)** - Submit report dated 3 September 2003 (copy enclosed) by the Director of Community Services advising of the current status of negotiation of new lease terms with Dalmellington Bowling Club and seeking authorisation for further negotiation to take place. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
25. **BUDGETARY CONTROL SUMMARY STATEMENT: REFUSE COLLECTION AND STREET CLEANSING TO 27 JULY 2003 (PERIOD 4) (PARA 6) (pages 109-112)** - Submit joint report dated 3 September 2003 (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 27 July 2003 (Period 4). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
26. **BUDGETARY CONTROL SUMMARY STATEMENT: OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 27 JULY 2003 (PERIOD 4) (PARA 6) (pages 113-116)** - Submit joint report dated 3 September 2003 (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 27 July 2003 (Period 4). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**