

Gillian Hamilton, Direct Dial (01563) 576093

To: Councillors Jackson (Chair), D Coffey, Reid, Weir, McIntyre, Wilson, Linton, Knapp, Kelly, Farrell and Provost Boyd.

1 April 2003

Dear Councillor

**CORPORATE SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - TUESDAY 8 APRIL 2002**

You are requested to attend the next meeting of the **Corporate Sub-Committee** of the **Policy and Resources Committee** to be held in **THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** on **TUESDAY 8 APRIL 2003** commencing at **1400 HOURS** in order to discuss the undernoted business.

Yours sincerely

SIGNED OFF BY ANNE MARIE CARR

Fiona Lees  
Depute Chief Executive/  
Director of Corporate Resources

GH/JW

**BUSINESS**

**INTIMATE APOLOGIES**

**1. BUDGETARY CONTROL SUMMARY STATEMENTS -**

**1.1 CORPORATE RESOURCES (Pages 1-3)** - Submit joint report dated 19 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director 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 (Corporate Resources)



**1.2 POLICY AND RESOURCES (CENTRAL SERVICES) (Pages 4-6)** - Submit report dated 19 March 2003 (copy enclosed) by the Director 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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2. **MINUTES OF CENTRAL JOINT CONSULTATIVE COMMITTEE (LOCAL GOVERNMENT EMPLOYEES AND CRAFT PERSONS) (Pages 7-12)** - Submit Minutes of meetings held on 20 November 2002 and 19 March 2003 (copy enclosed).

**R R**

3. **PERFORMANCE MANAGEMENT AND PLANNING AUDIT 2002/2003 (Pages 13-15)** - Submit report dated 26 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources advising on the outcome of the latest External Auditor's Performance Management and Planning Audit (PMP4) with respect to those services falling within the remit of this Sub-Committee.

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4. **SCOTTISH SOCIAL SERVICES COUNCIL CODES OF PRACTICE (Pages 16-18)** - Submit joint report dated 21 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services informing of the issuing of the Codes of Practice by the Scottish Social Services Council and advising of the plans to disseminate information in respect of the Codes of Practice.

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5. **AWARDING OF CONTRACTS (Pages 19-22)** - Submit report dated 20 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources providing details of tenders which have been accepted.

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6. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Sub-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.

7. **ANNUAL APPRAISAL FOR CHIEF EXECUTIVES (PARA 11) (Pages 23-24)** - Submit report dated 25 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources providing an update on national progress in introducing annual appraisal for Chief Executives in Scottish Councils. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

8. **ADMINISTRATIVE SUPPORT FOR EAST AYRSHIRE COUNCIL'S RECORDS AND INFORMATION MANAGEMENT REQUIREMENTS AND THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 (PARAS 1**

**AND 11) (Pages 25-27)** - Submit report dated 21 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources seeking approval for an additional staffing post in response to the requirement for the Council to have improved records and information management systems in light of the introduction of the Freedom of Information (Scotland) Act 2002.

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

9. **COMMUNITY SAFETY AWARD PROGRAMME (PARAS 1 AND 11) (Pages 28-29)** - Submit joint report dated 25 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Community Services seeking approval for the temporary appointment of four posts in the Community Safety Section of the Department of Community Services.

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

10. **NEW OPPORTUNITIES FOR PE AND SPORT INITIATIVE (PARAS 1 AND 11) (Pages 30-32)** - Submit joint report dated 25 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources, the Director of Educational and Social Services and the Director of Community Services seeking approval for additional staffing resources within the Department of Educational and Social Services and the Department of Community Services.

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

11. **NEW SPORTING FUTURES PROJECT (PARAS 1 and 11) (Pages 33-35)** - Submit joint report dated 25 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Community Services seeking approval for additional staffing resources in the Department of Community Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

12. **CRAFTS DEVELOPMENT (PARAS 1 AND 11) (Pages 36-37)** - Submit joint report dated 18 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Community Services seeking authority for additional staffing within the Community Services Department following the Council successfully securing funding for the expansion of the existing Crafts Development Project. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

13. **OUTDOOR ACCESS PROJECTS (PARAS 1 AND 11) (Pages 38-40)** - Submit joint report dated 18 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Community Services seeking authority for additional staffing resources for the Community Services Department to facilitate the implementation of the East Ayrshire Outdoor Access Strategy following successful strategic funding bids. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

14. **CLASSROOM ASSISTANTS (PARAS 1 AND 11) (Pages 41-43)** - Submit joint report dated 20 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services seeking approval for the establishment of classroom assistants in secondary schools within the Department of Educational and Social Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
15. **EDUCATIONAL AND SOCIAL SERVICES DEPARTMENT ADMINISTRATIVE SUPPORT (PARA 1) (Pages 44-45)** - Submit joint report (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services seeking approval for additional secretarial support within the Educational and Social Services Department. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
16. **THE SUPPORTING PEOPLE PROGRAMME (PARAS 1 AND 11) (Pages 46-47)** - Submit joint report dated 21 March 2003 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources, Director of Educational and Social Services and Director of Homes and Technical Services, seeking approval for amendments to the staffing structure within the Department of Educational and Social Services. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
17. **PROPOSED DISPOSAL OF LAND AT BARBIESTON ROAD, DALRYMPLE (PARA 9) (Pages 48-52)** - Submit report dated 20 March 2003 (copy enclosed) by the Solicitor to the Council advising of the outcome of the recent marketing of the site at Barbieston Road, Dalrymple. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**