

EAST AYRSHIRE COUNCIL

POLICY AND RESOURCES COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 29 NOVEMBER 2001 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Councillors Drew McIntyre, Daniel Coffey, Willie Coffey, Douglas Reid, John Weir, David Macrae, Iain Linton, Jane Darnbrough, John Knapp, Finlay MacLean, Robert McDill, Eric Jackson, Jimmy Kelly, Tommy Farrell, Provost Jimmy Boyd, Councillors Eric Ross and Robert Taylor.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive/Director of Corporate Resources; William Stafford, Director of Community Services; Alex McPhee, Director of Finance; David Mitchell, Head of Administrative and Legal Services; Kay Gilmour, Head of Community Support; Robert Paton, Head of Economic Development; Chris McAleavey, Head of Homes; Martin O'Rourke, Principal Officer, Performance and Best Value and Julie Armstrong, Principal Administrative Officer.

APOLOGIES: Councillors Stephanie Young, Harry Wilson and Elaine Dinwoodie.

CHAIR: Councillor Drew McIntyre, Chair.

SUB-COMMITTEE MINUTES

1. There were submitted and approved as correct records and in respect of any recommendations contained therein with the exception of Item 1.5, the undernoted Sub-Committee Minutes as contained within Appendices I to V of these Minutes, viz:-

1.1 APPEALS SUB-COMMITTEE OF 29 OCTOBER 2001 - APPENDIX I

1.2 APPEALS SUB-COMMITTEE OF 30 OCTOBER 2001 - APPENDIX II

1.3 APPEALS SUB-COMMITTEE OF 5 NOVEMBER 2001 - APPENDIX III

1.4 MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF 6 NOVEMBER 2001 - APPENDIX IV

1.5 CORPORATE SUB-COMMITTEE OF 20 NOVEMBER 2001 - APPENDIX V - It was noted that in respect of Item 4, Joint Staffing Watch return, that the correct figures contained within the report would be submitted to full Council for information.

It was also agreed that in relation to Item 12, paragraph 2 the words "had been" in line 2 would be substituted by the words "were being".

Councillor Knapp joined the meeting at this point.

BUDGET SCRUTINY GROUP

2. There was submitted and noted (circulated) the Minutes of the Budget Scrutiny Group held on 6 November 2001.

**BUDGETARY CONTROL SUMMARY STATEMENT - GENERAL SERVICES
REVENUE ACCOUNT TO 23 SEPTEMBER 2001 (PERIOD 6)**

3. There was submitted and noted a report dated 7 November 2001 (circulated) by the Director of Finance on the current budgetary control position of the General Services Revenue Account to 23 September 2001 (Period 6).

**BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE
ACCOUNT TO 23 SEPTEMBER 2001 (PERIOD 6)**

4. There was submitted and noted a joint report dated 16 October 2001 (circulated) by the Directors of Finance and of Homes and Technical Services on the current budgetary control position of the Housing Revenue Account for the period ended 23 September 2001 (Period 6).

STATISTICAL INFORMATION ON REVENUE COLLECTION

5. There was submitted and noted a report dated 12 November 2001 (circulated) by the Director of Finance which updated Members on the position of the Council with regard to billing and collection of local taxes as at 21 October 2001 (Period 7).

DRAFT ESTIMATES 2002/2003 - GENERAL SERVICES

6. There was submitted a report dated 20 November 2001 (circulated) by the Director of Finance which sought, as a basis for consultation only at this stage, the approval of Members of the Draft Estimates 2002/2003 for General Services which would enable the Council to consult on the budget strategy prior to the declaration of the Council Tax for 2002/2003 on 14 February 2002.

It was agreed:-

- (i) to approve, as a basis for consultation, the estimates shown in the report, the proposed draft allocations being as undernoted;

Service	Allocation 2001/02 £m	Proposed Draft Allocation 2002/03 £m	Percentage Increase %
Education	69,898	72,806	4.16
Social Work	26,023	27,405	5.31
Community Services	37,969	39,607	4.31
Development Services	9,220	9,938	7.79
Central and Corporate Services	45,228	46,636	3.11
Net Expenditure	188,338	196,396	4.28

- (ii) to note the outline timetable for Committees and the Council as detailed in Section 2 of the report; and
- (iii) otherwise, to note the contents of the report.

SUNDRY DEBTORS WRITE-OFF

7. There was submitted a report dated 20 November 2001 (circulated) by the Director of Finance which sought authority for the write-off of a number of sundry debts for

which bills were raised prior to 31 March 2001 and are now considered to be irrecoverable.

It was agreed:-

- (i) to authorise the write-off in the 2001/2002 financial year, the sum of £24,021.40 relating to 33 accounts; and
- (ii) otherwise, to note the contents of the report.

Councillor Ross joined the meeting during discussion of the above item.

**EAST AYRSHIRE COUNCIL PLAN (1999/2002) -
UPDATE ON PROGRESS (Item 10, Page 570, 99/02)**

8. There was submitted a report dated 20 November 2001 (circulated) by the Chief Executive which provided an update on progress in the achievement of the challenging actions set out within the East Ayrshire Council Plan (1999-2002) and which sought the Committee's approval to publicise this information in line with the Council's Public Performance Reporting Framework.

It was noted that a further report would be made to the Development Services Committee expanding upon the figures quoted in relation to Working with Existing Businesses and giving an update on the overall position in East Ayrshire.

It was agreed:-

- (i) to note the progress to date against the actions contained within the East Ayrshire Council Plan (1999-2002) as set out within the Appendix to the report;
- (ii) to the publication of the East Ayrshire Council Plan (1999-2002) mid-term report, with the detailed content and format to be agreed by the Chief Executive in consultation with the Chair of the Committee; and
- (iii) otherwise, to note the contents of the report.

ESTABLISHMENT OF SCRUTINY AND BEST VALUE REVIEW GROUPS

9. There was submitted a report dated 14 November 2001 (circulated) by the Chief Executive which sought approval to the establishment of two Scrutiny and Best Value Review Groups to consider respectively the outcome of the Best Value Review of the Council's Information Technology Service and the Best Value Review of the Council's Roads Procurement function.

it was agreed:-

- (i) to the establishment of two Scrutiny and Best Value Review Groups to consider respectively the outcome of the Information Technology and Roads Procurement and Best Value Service Reviews;
- (ii) that the composition of these Groups be nine Members (five Labour Members, three SNP Members and one Conservative Member), nominations to be submitted to the next Council meeting; and
- (iii) otherwise, to note the contents of the report.

AYRSHIRE ASSOCIATION OF BUSINESSWOMEN

10. There was submitted a report dated 21 November 2001 (circulated) by the Director of Development Services which recommended that the Council affiliate to the Ayrshire Association of Businesswomen.

It was agreed to affiliate to the Ayrshire Association of Businesswomen at an annual fee of £30.

EAST AYRSHIRE ZERO TOLERANCE GROUP REPORT

11. There was submitted a report dated 13 November 2001 (circulated) by the Director of Educational and Social Services which provided information in relation to the progress of the Zero Tolerance Group within East Ayrshire and requested approval for additional funds to allow progress to continue.

It was agreed:-

- (i) to award East Ayrshire Tolerance Group £2,000 for 2002/2003; and
- (ii) otherwise, to note the contents of the report.

EAST AYRSHIRE CHILDREN'S CHAMPION

12. There was submitted a report dated 25 September 2001 (circulated) by the Director of Educational and Social Services which sought approval to (i) the establishment of an Elected Member as a Children and Young Person's Champion to promote children's rights and responsibilities; and (ii) in principle, the establishment of a multi-agency Children and Young Person's Forum.

It was agreed:-

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- (i) to recommend to Council that the Chair of the Education Committee be identified as the East Ayrshire Children's Champion;
 - (ii) to approve the establishment of a multi-agency Children and Young Person's Forum;
 - (ii) to remit the involvement of other Agencies through the Community Planning process;
 - (iv) that a progress report be submitted to this Committee in due course; and
 - (v) otherwise, to note the contents of the report.

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THE FUTURE OF MATERNITY SERVICES IN AYRSHIRE AND ARRAN

13. There was submitted a report dated 23 November 2001 (circulated) by the Chief Executive which sought Committee endorsement of Officer response to the consultation by NHS Ayrshire and Arran on the future of Maternity Services in Ayrshire and Arran.

It was agreed:-

- (i) to endorse the Officer response shown attached to the report as the Council response to the NHS Ayrshire and Arran consultation on changes to in-patient maternity services in Ayrshire and Arran;
- (ii) that the Chief Executive inform NHS Ayrshire and Arran of the Council's position; and

- (iii) otherwise, to note the contents of the report.

EXCLUSION OF PRESS AND PUBLIC

14. The Committee resolved 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 it involves the likely disclosure of exempt information as defined in Paragraph 6 of Schedule 7A of the Act.

CHILDREN'S PANEL ADVISORY COMMITTEE (CPAC) MEMBERSHIP

15. There was submitted a report dated 24 October 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised the Committee of (i) the procedure in relation to a Council-appointed member of the Committee whose term of appointment concludes in February 2002; and (ii) a Council appointee vacancy on East Ayrshire Children's Panel Advisory Committee arising from a resignation.

It was agreed:-

- (i) to note that Susan Paton's current term of appointment would terminate in February 2002 and that the established process for seeking nominations would be implemented at the appropriate time;
- (ii) to recommend to Council that the appointment of Mrs Elizabeth Gilmour be accepted as per the recommendation of the Children's Panel Advisory Committee;
- (iii) that it be remitted to the Depute Chief Executive/Director of Corporate Resources to advise the CPAC and the Scottish Executive of the Council's appointment to the CPAC; and
- (iv) that the Depute Chief Executive/Director of Corporate Resources would convey the Committee's views to the retiring member of CPAC, Dorothy Houston, of their thanks for her service over the years and investigate the possibility of arranging some form of civic recognition.

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The meeting terminated at 1047 hours.

APPENDIX I

EAST AYRSHIRE COUNCIL

APPEALS SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE

**MINUTES OF MEETING HELD ON MONDAY 29 OCTOBER 2001 AT 1230 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Eric Jackson, Douglas Reid, Harry Wilson, John Knapp and Jimmy Kelly.

ATTENDING: David Mitchell, Head of Administrative and Legal Services; and Julie Armstrong, Principal Administrative Officer.

CHAIR: Councillor Eric Jackson, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. The Sub-Committee resolved 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 it involved the likely disclosure of exempt information as defined in paragraph 1 of Schedule 7A of the Act.

GRIEVANCE APPEAL NO G4/2001

2. There was submitted a copy of the Grievance and Disputes Appeals Hearing procedure together with a summary report dated 22 October 2001 by the Depute Chief Executive/Director of Corporate Resources which incorporated notification of appeal form and supporting documentation from the appellant and report by the Director of Finance (all circulated).

ADJOURNMENTS/RECONVENTIONS

3. The Sub-Committee adjourned at 1310 hrs and reconvened at 1315 hrs with the same Members and officials present and in attendance.

The Sub-Committee adjourned again at 1325 hrs and reconvened at 1328 hrs with the same Members and officials present and in attendance.

OUTCOME OF APPEAL

4. Having heard both parties, the Sub-Committee unanimously agreed that the grounds of the grievance appeal had not been substantiated and the appeal was not upheld.

The meeting terminated at 1431 hrs.

APPENDIX II

EAST AYRSHIRE COUNCIL

APPEALS SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE

**MINUTES OF MEETING HELD ON TUESDAY 30 OCTOBER 2001 AT 1230 HRS
IN MEETING ROOM 1, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Eric Jackson, Daniel Coffey, John Weir, Robert Taylor and Provost Jimmy Boyd.

ATTENDING: David Mitchell, Head of Administrative and Legal Services; and Julie Armstrong, Principal Administrative Officer.

CHAIR: Councillor Eric Jackson, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. The Sub-Committee resolved 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 it involved the likely disclosure of exempt information as defined in paragraph 1 of Schedule 7A of the Act.

DISMISSAL APPEAL NO D3/2001

2. There was submitted a copy of the Disciplinary Appeals Hearing procedure together with a summary report dated 27 September 2001 by the Depute Chief Executive/Director of Corporate Resources incorporating submission by the Head of Personnel and related appendices and notification of appeal form and supporting documentation from the appellant (all circulated).

There was also submitted further submissions from the appellant in relation to the appeal (circulated).

REQUEST FROM APPELLANT

3. The appellant requested that the Head of Administrative and Legal Services withdraw from his role as Legal Advisor in these proceedings as he was presently involved in the investigation of a complaint which the appellant had submitted to the Council in respect of certain aspects of the appeals process as applied to his case.

ADJOURNMENT/RECONVENTION

4. The Sub-Committee adjourned at 1246 hrs and reconvened at 1255 hrs with the same Members and officials present and in attendance.

RESPONSE TO REQUEST

5. The Sub-Committee noted the request and advised that the Head of Administrative and Legal Services would remain in attendance, having clarified that his role was restricted to giving legal and procedural advice to the Sub-Committee.

ADJOURNMENTS/RECONVENTIONS

6. The Sub-Committee adjourned at 1324 hrs and reconvened at 1330 hrs, at 1346 hrs and reconvened at 1352 hrs, at 1515 hrs and reconvened at 1530 hrs, all with the same Members and officials present and in attendance.

OUTCOME OF APPEAL

7. Having heard both parties the Sub-Committee agreed, by majority, that the grounds of the dismissal appeal had not been substantiated and the appeal was not upheld.

The meeting terminated at 1710 hrs.

APPENDIX III

EAST AYRSHIRE COUNCIL

APPEALS SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE

**MINUTES OF MEETING HELD ON MONDAY 5 NOVEMBER 2001 AT 1300 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Eric Jackson, Brian Reeves, Lilian MacLean, John Knapp and Finlay MacLean.

ATTENDING: Graham Haugh, Head of Personnel; and Julie Armstrong, Principal Administrative Officer.

CHAIR: Councillor Eric Jackson, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. The Sub-Committee resolved 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 it involved the likely disclosure of exempt information as defined in paragraph 1 of Schedule 7A of the Act.

DISMISSAL APPEAL NO D4/2001

2. There was submitted a copy of the Disciplinary Hearings procedure together with a summary report dated 29 October 2001 by the Depute Chief Executive/Director of Corporate Resources incorporating submission by the Department of Educational and Social Services and related appendices and notification of appeal form from the appellant (all circulated).

The appellant's representative requested that two additional letters be considered, both dated 17 August 2001 to the appellant by the Department of Educational and Social Services.

ADJOURNMENT/RECONVENTION

3. The Sub-Committee, having agreed to accept the additional submissions, adjourned at 1312 hrs to enable the Sub-Committee Members and relevant parties to peruse the additional submissions and reconvened for consideration of the appeal at 1318 hrs with the same Members and officials present and in attendance.

REQUEST FROM APPELLANT

4. The appellant's representative objected to management not calling a witness whom he determined was crucial to the appeals process and requested that this witness be called to give evidence.

ADJOURNMENT/RECONVENTION

5. The Sub-Committee adjourned at 1324 hrs to enable the Sub-Committee Members to take advice on the matter and reconvened at 1335 hrs.

RESPONSE TO REQUEST

6. The Sub-Committee noted the submission made by the appellant's representative and asked the management representative to proceed but that the process would be continually reviewed and that the Sub-Committee would reserve the right to call an adjournment if the Sub-Committee required any additional witnesses to be called.

The appellant's representative stated his unhappiness about being unable to question the proposed witness.

ADJOURNMENT/RECONVENTION

7. The Sub-Committee adjourned at 1530 hrs and reconvened at 1540 hrs with the same Members and officials present and in attendance.

The Sub-Committee adjourned again at 1643 hrs and reconvened at 1650 hrs with the same Members and officials present and in attendance.

OUTCOME OF APPEAL

8. Having heard both parties, the Sub-Committee agreed, by majority, that the grounds of the dismissal appeal had not been substantiated and the appeal was not upheld.

The meeting terminated at 1810 hrs.

APPENDIX IV

EAST AYRSHIRE COUNCIL

**MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE
POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON TUESDAY 6 NOVEMBER 2001 AT 0900
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Daniel Coffey, Drew McIntyre, Harry Wilson, John Knapp, Finlay MacLean, Provost Jimmy Boyd and Councillor Eric Ross.

ATTENDING: Fiona Lees, Depute Chief Executive/Director of Corporate Resources; Bill Walkinshaw, Administration Manager; and Christine Baillie, Administrative Officer.

APOLOGIES: Councillors Tommy Farrell and Douglas Reid.

CHAIR: In the absence of the Chair, Councillor Drew McIntyre was unanimously appointed and took the Chair.

CONFERENCES AND COURSES BUDGETARY UPDATE

1. There was submitted and noted the Conferences and Courses budget for the financial year 2001/2002 which was £2,116.75 as at 1 November 2001.

CONFERENCES AND COURSES

**2.1 CHARTERED INSTITUTE OF HOUSING IN SCOTLAND CONFERENCE - 12-14
MARCH 2002, DUNDEE**

There was submitted a report dated 8 October 2001 (circulated) by the Director of Homes and Technical Services which requested that the Sub-Committee consider attendance at the Annual Conference of the Chartered Institute of Housing in Scotland.

It was agreed to authorise attendance at the above Conference by one member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

**2.2 FACULTY OF PUBLIC HEALTH MEDICINE SCOTTISH AFFAIRS COMMITTEE -
ANNUAL CONFERENCE - 29-30 NOVEMBER 2001, TURNBERRY HOTEL,
AYRSHIRE**

There was submitted a report dated 24 October 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of the forthcoming Annual Conference of the Faculty of Public Health Medicine Scottish Affairs Committee to be held in Turnberry Hotel, Ayrshire, on 29 and 30 November 2001, and which is being organised in partnership with the Public Health Institute of Scotland.

It was agreed to authorise attendance at the above Conference by one member of the Administration, if available, the name to be notified to the Chief Executive as soon as possible.

CIVIC CEREMONIAL BUDGETARY UPDATE

3. There was submitted and noted the Civic Ceremonial budget for financial year 2001/2002 which was £5,290.75 as at 1 November 2001.

KILMARNOCK 400 WHISKY

4. There was submitted a report dated 1 November 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which submitted for consideration (i) a review of the present arrangements for the sale of the Kilmarnock 400 Anniversary Whisky; and (ii) proposals for establishing a Trust to manage the disbursement of funds raised primarily through the sale of the Kilmarnock 400 Whisky.

It was agreed to continue consideration of this item to a future meeting of the Sub-Committee in order that Officers could submit further information on the proposals.

The meeting terminated at 0924 hours.

APPENDIX V

EAST AYRSHIRE COUNCIL

**CORPORATE SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE**

**MINUTES OF MEETING HELD ON TUESDAY 20 NOVEMBER 2001 AT 1400
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Eric Jackson, Daniel Coffey, John Weir, Drew McIntyre, Harry Wilson, Iain Linton, John Knapp, Jimmy Kelly, Tommy Farrell and Provost Jimmy Boyd.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive/Director of Corporate Resources; Stephen Chorley, Director of Development Services; David Mitchell, Head of Administrative and Legal Services/Solicitor to the Council; Graham Haugh, Head of Personnel; Graham Short, Head of Schools; Stephen Moore, Head of Social Work; Ian Arnott, Corporate Accounting Manager; and Stuart Nelson, Administrative Officer.

APOLOGY: Councillor Douglas Reid.

CHAIR: Councillor Eric Jackson, Chair.

BUDGETARY CONTROL SUMMARY STATEMENTS

1.1 POLICY AND RESOURCES (CENTRAL SERVICES)

There was submitted and noted a report dated 30 October 2001 (circulated) by the Director of Finance which advised 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).

1.2 POLICY AND RESOURCES (CORPORATE RESOURCES)

There was submitted and noted a report dated 30 October 2001 (circulated) by the Director of Finance which advised 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).

ABSENCE MANAGEMENT REPORTS: QUARTERS 3 (2001)

2.1 DEPARTMENT OF FINANCE

There was submitted and noted a report dated 29 October 2001 (circulated) by the Director of Finance which advised of absence rates for the Department of Finance for the quarter ending 28 September 2001.

Councillor Weir joined the meeting during consideration of the preceding item.

2.2 CHIEF EXECUTIVE'S OFFICE AND DEPARTMENT OF CORPORATE RESOURCES

There was submitted and noted a report dated 9 November 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of absence rates for the Chief Executive's Office and the Department of Corporate Resources for the quarter ending 28 September 2001.

INTERNATIONAL DISABILITY DAY: 30 NOVEMBER 2001

3. There was submitted a report dated 26 September 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which recommended that paid leave of absence be afforded to members of the Council's Consultative Forum for Employees with a Disability to attend the International Disability Conference to be held in Kilmarnock on Friday 30 November 2001.

It was agreed:-

- (i) that representatives of the Council's Consultative Forum for Employees with a Disability be afforded time off with pay to attend the International Disability Conference to be held in Kilmarnock on Friday 30 November 2001; and
- (ii) that the Head of Personnel consider any applications from members of the Consultative Forum to attend the Conference in accordance with the Council's existing policy arrangements.

JOINT STAFFING WATCH RETURN: SEPTEMBER 2001

4. There was submitted and noted a report dated 17 October 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of the Joint Staffing Watch statistics submitted to CoSLA in respect of the September 2001 reporting period.

EXCLUSION OF PRESS AND PUBLIC

5. The Sub-Committee resolved 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 involved the likely disclosure of exempt information as defined in the Paragraph of Schedule 7A of the Act as shown against each Item.

REVIEW OF DAY SERVICES: ADULTS WITH A LEARNING DISABILITY: STAGE 1 (PARA 1)

6. There was submitted a joint report dated 12 November 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services which sought approval of staffing proposals relating to the Review of Day Services for People with a Learning Disability.

It was agreed:-

- (i) to note that in line 3 of paragraph 3.2 of the report the word "recognise" should be replaced with the word "realise";

- (ii) to approve the proposed management structure for the Day Care Service as set out in Appendix I to the report, subject to consultation with the Trade Unions;
- (iii) to instruct the Director of Educational and Social Services to submit a report on the final phase of the proposals for the revised staffing arrangements for the Day Care Service to a future meeting of this Sub-Committee; and
- (iv) otherwise, to note the terms of the report.

REVIEW OF SOCIAL WORK ADMINISTRATIVE STRUCTURE (PARA 1)

7. There was submitted a joint report dated 5 November 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services which sought approval for the proposed revised administrative structure for the Social Work Service within the Department of Educational and Social Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) to approve the proposed staffing proposals contained within Appendices I and II to the report, subject to consultation with the Trade Unions;
- (ii) to instruct the Director of Educational and Social Services to submit a report on the further proposals for the central administrative support to a future meeting of this Sub-Committee; and
- (iii) otherwise, to note the terms of the report.

SUPPORTED LEARNING AND TEACHING: PHASE 1 (PARA 1)

8. There was submitted a joint report dated 12 November 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources and the Director of Educational and Social Services which sought approval for staffing proposals in relation to the first phase of a strategy to support learning and teaching in schools.

It was agreed to approve the staffing proposals set out in the report, subject to consultation with the Trade Unions.

PROPOSED DISPOSAL OF GROUND AT MAUCHLINE ROAD, HURLFORD (PARA 9)

9. There was submitted a report dated 5 November 2001 (circulated) by the Director of Development Services which requested that the Sub-Committee authorise the disposal of the site of the former public conveniences, extending to 101m² or thereby, at Mauchline Road, Hurlford.

It was agreed to authorise the disposal of the site in question to Mr William Beveridge at a price and subject to the conditions set out in the report.

PROPOSED DISPOSAL OF PART OF FORMER AUCHINLECK PRIMARY SCHOOL, SCHOOL ROAD, AUCHINLECK (PARA 9)

10. There was submitted a joint report dated 8 November 2001 (circulated) by the Director of Development Services and the Solicitor to the Council which advised of the outcome of the recent re-marketing of the remaining part of the former

Auchinleck Primary School, School Road, Auchinleck and sought authority to dispose of the subjects.

It was agreed to authorise the Solicitor to the Council to accept the offer from George Glover and Partner, subject to the terms and conditions set out in Section 7 of the report.

PROPOSED DISPOSAL OF PREMISES AT 38 PORTLAND ROAD, KILMARNOCK

11. There was submitted a report dated 30 October 2001 (circulated) by the Solicitor to the Council which advised of the outcome of the recent re-marketing of the former office accommodation at 38 Portland Road, Kilmarnock and sought authority to dispose of the subjects.

It was agreed to authorise the Solicitor to the Council to accept the offer from Mr & Mrs C McMail, on behalf of McMail Properties, subject to the terms and conditions set out in Section 8 of the report.

PROPOSED DISPOSAL OF FORMER WEST PARK COMMUNITY CENTRE, 52 IRVINE ROAD, KILMAURS (PARA 9)

12. There was submitted a report (circulated) by the Solicitor to the Council which advised of the outcome of the recent marketing of the former West Park Community Centre, 52 Irvine Road, Kilmaurs and sought authority to dispose of the subjects.

Having heard the Director of Development Services who confirmed that appropriate arrangements were being made to relocate the Pre-5 Group which used the Annexe at the former Community Centre, it was agreed to authorise the Solicitor to the Council to accept offer (a) from Mr William Craig, as set out in Section 3 of the report, subject to the terms and conditions outlined in Section 8 of the report.

PROPOSED DISPOSAL OF GROUND AT 4 FENWICK ROAD, KILMAURS (PARA 9)

13. There was submitted a report dated 30 October 2001 (circulated) by the Solicitor to the Council which advised of the outcome of the recent marketing of the site at 4 Fenwick Road, Kilmaurs and sought authority to dispose of the subjects.

It was agreed to authorise the Solicitor to the Council to accept the offer from Hope Homes Scotland, subject to the terms and conditions outlined in Section 8 of the report.

The meeting terminated at 1425 hours.

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