

**EAST AYRSHIRE COUNCIL****POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 28 NOVEMBER 2002 AT  
1000 HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Drew McIntyre, Stephanie Young Daniel Coffey, Willie Coffey, Douglas Reid, John Weir, Harry Wilson, John Knapp, Finlay MacLean, Robert McDill, Eric Jackson, Jimmy Kelly, Tommy Farrell, William Menzies, Provost Jimmy Boyd and Councillors Eric Ross, Elaine Dinwoodie and Jimmy Carmichael.

**ATTENDING:** David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive/Director of Corporate Resources; William Stafford, Director of Community Services; John Mulgrew, Director of Educational and Social Services; Alex McPhee, Director of Finance; James Lavery, Director of Homes and Technical Services; Colin Houston, Chief Auditor; Tom McHugh, Head of Accounting Services; David Mitchell, Head of Administrative and Legal Services; Kay Gilmour, Head of Community Support; John Clayton, Head of Corporate Development and Communication; John F Crawford, Head of Protective Services; John Alexander, Principal Officer (Quality and Planning), Department of Educational and Social Services; and Julie Armstrong, Principal Administrative Officer.

**APOLOGY:** Councillor Jane Darnbrough

**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, the undernoted Sub-Committee Minutes as contained within Appendices I to IV of these Minutes, viz:-
  - 1.1 **APPEALS SUB-COMMITTEE OF 1 OCTOBER 2002** - Appendix I.
  - 1.2 **CHAIR'S SUB-COMMITTEE OF 24 OCTOBER 2002** - Appendix II.
  - 1.3 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF 6 NOVEMBER 2002** - Appendix III.
  - 1.4 **CORPORATE SUB-COMMITTEE OF 19 NOVEMBER 2002** - Appendix IV.

**BUDGET SCRUTINY GROUP**

2. There were submitted and noted the Minutes of Budget Scrutiny Group held on 30 October 2002 (circulated).

**BUDGETARY CONTROL STATEMENT - GENERAL SERVICES REVENUE  
ACCOUNT TO 22 SEPTEMBER 2002 (PERIOD 6)**

3. There was submitted and noted a report dated 22 October 2002 (circulated) by the Director of Finance on the current budgetary control position of the General Services Revenue Account for the period ended 22 September 2002 (Period 6).

**BUDGETARY CONTROL STATEMENT - HOUSING REVENUE ACCOUNT TO  
22 SEPTEMBER 2002 (PERIOD 6)**

4. There was submitted and noted a joint report dated 18 October 2002 (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 22 September 2002 (Period 6).

**STATISTICAL INFORMATION ON REVENUE COLLECTION**

5. There was submitted and noted a report dated 8 November 2002 (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 20 October 2002 (Period 7).

**DRAFT ESTIMATES 2003/04 - GENERAL SERVICES**

6. There was submitted a report dated 25 November 2002 (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 2003/04 for General Services which would enable the Council to consult on the budget strategy prior to the declaration of the Council Tax for 2003/04 on 13 February 2003.

It was agreed:

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

<b>Service</b>	<b>Allocation 2002/03 £m</b>	<b>Proposed Draft Allocation 2003/04 £m</b>	<b>Percentage Increase %</b>
Education	75.917	78.821	3.8
Social Work	29.563	34.879	17.9
Community Services	41.088	43.787	6.6
Development Services	10.942	12.141	11.0
Central and Corporate Services	53.140	54.910	3.3
Other Unallocated Items	12.565	18.637	48.3
<b>Net Expenditure</b>	<b>223.215</b>	<b>243.175</b>	<b>8.9</b>

- (ii) to note the outline timetable for Committees and the Council as detailed in Section 2 of the report;
- (iii) to assist in meeting financial targets, to put a hold for the rest of the financial year on all senior management posts for which the recruitment process had not yet been initiated;
- (iv) to note that in paragraph 3.2(d) of the report and any future reports, the reference to the Strathclyde Passenger Transport authority should not be included under the heading of Joint Boards; and
- (iv) otherwise to note the contents of the report.

Councillor Wilson joined the meeting at this point.

### **PROGRESS REPORT - INTERNAL AUDIT PLAN 2002/03**

7. There was submitted and noted a report (circulated) by the Chief Auditor which submitted a mid-year progress report on performance against the Internal Audit Plan for the financial year 2002/03.

### **AWARDING OF CONTRACTS**

8. There was submitted and noted a report dated 11 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which had been accepted in relation to the North West Kilmarnock Primary Health Care Neighbourhood Services Centre.

### **SCOTTISH LOCAL GOVERNMENT INFORMATION UNIT (Item 9, Page 2529, 99/03)**

9. There was submitted a report dated 13 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which (a) advised the Committee of the outcome of the review of the Scottish Local Government Information Unit; and (b) requested the Committee to consider paying the further part payment to the Scottish Local Government Information Unit (SLGIU) in respect of the affiliation fee for 2002/03.

It was agreed:

- (i) to note the outcome of the review; and
- (ii) to pay the further part payment of the affiliation fee for 2002/03 to the Scottish Local Government Information Unit at a cost of £1,305.

### **COMMUNITY PLANNING - TOWARDS A COMMUNITY PLAN**

10. There was submitted a report dated 5 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which presented to Committee for consideration and approval, East Ayrshire's first Community Plan and provided a progress report on the community planning process within East Ayrshire.

Councillor McIntyre, seconded by Councillor Jackson, moved:

- (i) to endorse the draft Community Plan attached to the report;
- (ii) to remit to the Depute Chief Executive/Director of Corporate Resources to make minor textual changes and adjustments as necessary and make arrangements for the publication of the Plan;
- (iii) to note the timetable for production of implementation action plans;
- (iv) to endorse the overall approach adopted within East Ayrshire to implement Community Planning; and
- (v) otherwise to note the contents of the report.

Councillor Reid, seconded by Councillor W Coffey, moved as an amendment the terms of the above motion but that an additional requirement be added at Section 4.2 of the report that a formal annual review be carried out with specific measurable targets.

On a division by a show of hands the motion was carried by 10 votes to 7.

### **ANNUAL COMMUNITY COUNCILS CONSULTATIVE MEETING**

11. There was submitted a report dated 1 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of the outcome of the annual consultative meeting between East Ayrshire Council and East Ayrshire Community Councils held on the evening of 23 October 2002 in the Council Headquarters, London Road, Kilmarnock.

It was agreed:

- (i) to note the outcome of the annual consultative meeting between East Ayrshire Council and East Ayrshire Community Councils held on 23 October 2002; and
- (ii) to note the issues raised at the meeting by Community Council representatives which were either being progressed or had been dealt with.

### **COUNCIL GRANTS AVAILABLE TO THE VOLUNTARY SECTOR**

12. There was submitted a report dated 13 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which gave details of various grants available from the Council to voluntary organisations/external agencies.

It was agreed:

- (i) to note the information contained within the report; and
- (ii) to remit to the Depute Chief Executive/Director of Corporate Resources to carry out a review in the new financial year of the various funding schemes operating within the Council in order to further streamline the system and ensure the maximum amount of external funding could be secured.

### **MODERNISING GOVERNMENT FUND PROPOSAL TO ESTABLISH DIALOGUE YOUTH UNITS ACROSS LOCAL AUTHORITIES IN SCOTLAND**

13. There was submitted a report dated 28 October 2002 (circulated) by the Director of Educational and Social Services which sought approval for the Council to match fund the establishment of a temporary Dialogue Youth Unit.

It was agreed:

- (i) to approve the Council's involvement with Dialogue Youth;
- (ii) to remit to Officers to seek a proportion of the match funding from Community Planning partners;
- (iii) that the Director of Educational and Social Services and Director of Community Services fund part of the Council's contribution from their respective budgets; and
- (iv) otherwise to note the contents of the report.

### **THE GAELIC LANGUAGE**

14. There was submitted a report dated 28 October 2002 (circulated) by the Director of Educational and Social Services which sought approval for the Council's Statement of Commitment to promote the Gaelic language in East Ayrshire.

It was agreed:

- (i) to approve, as corrected, the Statement of Commitment as follows:

"East Ayrshire Council is committed to promoting the Gaelic language and culture particularly through Gaelic medium education, lifelong learning and cultural opportunities. The Council will consult with Gaelic speaking members of the community, and with the parents of children learning Gaelic, on matters which affect them";

- (ii) to remit to Directors to consider how best to implement the Council's commitment when opportunities arise and resources permit and to advise respective Service Committees as appropriate; and
- (iii) otherwise to note the contents of the report.

**DALSALLOCH SITE, AUCHINLECK: INSURANCE SETTLEMENT  
(Item 14, Page 2606, 99/03)**

- 15.** There was submitted a joint report dated 18 November 2002 (circulated) by the Director of Finance and the Director of Educational and Social Services which informed of the terms of the insurance settlement for the Dalsalloch site, Auchinleck.

It was agreed:

- (i) to note the terms of the insurance settlement for the Dalsalloch site, Auchinleck, which was a settlement figure of £1.5m comprising £1.25m for buildings and £0.25m for contents, the figure being based on the notional reinstatement of the facilities destroyed by the fire;
- (ii) to recommend to Council to instruct the Director of Finance, in liaison with the Director of Educational and Social Services, to incorporate the financial implications of the insurance settlement into the General Services Capital Programme for the purposes described in paragraph 3.2, namely the development of a social care facility on the site and to ensure that suitable permanent accommodation is made available to those staff who have been operating from interim accommodation since being displaced following the fire;
- (iii) that the Director of Educational and Social Services would submit a further report, in consultation with relevant interests, detailing plans for realising the developments previously approved by the Council for the consideration of the Social Work Committee; and
- (iv) otherwise to note the contents of the report.

**COMMUNITY BUDGETING**

- 16.** There was submitted a report dated 7 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised Members of East Ayrshire Council's success in securing additional resources to participate in the national pilot scheme to chart the way for the future delivery of community budgeting, a new approach that meets the needs of partnership working.

It was agreed:

- (i) to note the allocation of resources in respect of community budgeting;
- (ii) to participate in the pilot exercise;
- (iii) to remit to Officers to identify the relevant community/community of interest on which the pilot would concentrate, in consultation with the Chair of the Policy and Resources Committee and the Community Planning partners and ensure

a more detailed submission is presented to the Executive by 4 December 2002; and

- (iv) otherwise to note the contents of the report.

**THE LOCAL GOVERNMENT IN SCOTLAND ACT 2003 -  
INTERIM CONSULTATION ON DRAFT GUIDANCE**

17. There was submitted a report dated 11 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided an outline of the content of the Scottish Executive's working drafts of statutory guidance relating to Best Value, Community Planning and the Power to Advance Well Being and the Council's proposed comments thereon.

It was agreed:

- (i) to provide the Scottish Executive with the Council's comments on the draft guidance as set out within the report; and  
(ii) otherwise to note the contents of the report.

**COUNCIL RESPONSE TO THE NATIONAL LOTTERY REVIEW**

18. There was submitted a report dated 11 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which submitted for consideration and approval, the Council's response to the review of Lottery Funding undertaken by the Department of Culture, Media and Sport.

It was agreed:

- (i) to endorse the contents and intent of the response submitted to the Review of the National Lottery as sought by the Department of Culture, Media and Sport; and  
(ii) otherwise to note the content of the report.

**EAST AYRSHIRE NORTH SOCIAL INCLUSION INITIATIVE -  
ANNUAL REPORT 2001/02**

19. There was submitted and noted a report dated 8 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which presented to Committee the 2001/02 Annual Report of East Ayrshire North Social Inclusion Initiative.

**NATIONAL WASTE STRATEGY: THE AYRSHIRE,  
DUMFRIES AND GALLOWAY WASTE STRATEGY AREA PLAN**

20. There was submitted a report dated 18 November 2002 (circulated) by the Director of Community Services which invited the Committee to approve the final revision of the Ayrshire, Dumfries and Galloway Waste Strategy Area Plan.

Councillor McIntyre, seconded by Councillor Jackson, moved:

- (i) to approve the final version of the Ayrshire, Dumfries and Galloway Waste Strategy Area Plan; and  
(ii) otherwise to note the contents of the report.

Councillor Wilson, seconded by Councillor Reid, moved as an amendment that the matter be continued.

On a request by Councillor Wilson that a roll call vote be taken and there being a unanimous agreement for a roll call, in accordance with Standing Order 36.2, the vote was taken by calling the roll as follows, viz:-

For the motion - Councillors McIntyre, Knapp, Jackson, Kelly, Farrell, Menzies, Provost Boyd and Councillors Ross, Carmichael and Dinwoodie.

For the amendment - Councillors Young, D Coffey, W Coffey, Reid, Weir, Wilson, F MacLean and McDill.

The motion was therefore carried by 10 votes to 8.

### **BETTER NEIGHBOURHOOD SERVICES FUND (BNSF) - YOUTH JUSTICE PROPOSALS**

21. There was submitted a report dated 25 November 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which advised of additional finance opportunities available from the Scottish Executive in respect of community based Youth Justice Pilots.

It was agreed:

- (i) to note the opportunity to secure additional resources for the Better Neighbourhood Pathfinders Area;
- (ii) to remit to the Depute Chief Executive/Director of Corporate Resources in consultation with Partner agencies, the Chair of the Policy and Resources Committee and the Local Members to prepare and submit the outline proposal to the Executive by 29 November 2002; and
- (iii) otherwise to note the contents of the report.

Councillor Kelly left the meeting at this point.

### **EXCLUSION OF PRESS AND PUBLIC**

22. 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 involved the likely disclosure of exempt information as defined in paragraph 9 of Schedule 7A of the Act.

### **PROPERTY REPAIRS AND MAINTENANCE SERVICE (Item 1, Page 2181, 99/03)**

23. There was submitted a report dated 1 November 2002 (circulated) by the Director of Homes and Technical Services which (i) informed Members of progress in implementing the agreed improvement plan arising from the Best Value Service Review; (ii) set out proposals for future building maintenance arrangements; (iii) recommended arrangements for the next round of tendering; and (iv) recommended on the timetable and strategy for undertaking a comprehensive review of procurement routes packaging and innovative arrangements for securing best value for the repairs service.

It was agreed:

- (i) to negotiate a new discount and rates for the new services with CBC, for their current Multi-Trade Contract for 12 months, with the addition of 6 "traditional" services as shown in Appendix B to the report;
- (ii) to negotiate market-sector equivalent discount and rates with Building and Works, for their current Multi-Trade Contract for 12 months with the addition of 6 "traditional" services as shown in Appendix B to the report;
- (iii) to note the six services that would be added to the Building and Works Multi-Trade Contract and that these may be subject to sub-contracting, where the work is not to be undertaken in-house. These contracts were a mixture of "works" and "service" contracts. The "works" contracts need not be tendered through OJEC, however the "service" contracts do. For transparency reasons, it was therefore agreed that all of these contracts be advertised in OJEC and tendered in accordance with the EU Procurement Regulations as shown in Appendix B;
- (iv) that all "Pro-Active" and "Specialist" services be re-tendered with contract terms of one year with two one-year extension options that would allow flexibility at the end of the comprehensive review;
- (v) that the two externalised Domestic Gas Contracts be re-tendered with a contract term of one year and two one-year extension options;
- (vi) that the two "unique specialist" contracts where only the manufacturer was capable of maintaining the equipment, should be the subject of negotiations with each of the specialist manufacturers, with the view to establishing formal arrangements for a lengthy period to be mutually agreed;
- (vii) that all other "single trade" term contracts be re-tendered with fixed terms of one year;
- (viii) that all "Adaptation" Contracts be negotiated for one year and to be taken in with the review;
- (ix) to the serious consideration during the review of Long-Term Strategic Supply Partnering Contracts (eg supply of kitchen units) with contract terms in the region of between 5 and 10 years;
- (x) to authorise a fully comprehensive "root and branch" review of procurement routes and packaging options with the aim of introducing radical innovative contracts with a customer focus and taking advantages of changes in culture between Councils and service providers, including consideration of such schemes as partnering, collaborative working and long term strategic partnerships. This would also include consultation with all stakeholders, including tenants, heads of premises, contractors and the market place; and
- (xi) to formally approve the outlined proposals and note that the outcome of the negotiations referred to in items (i), (ii), (vi) and (viii) above would be presented to a subsequent meeting of the Policy and Resources Committee for formal approval in terms of Paragraph 10(2) of the Council's Standing Orders on Contracts prior to the award of these additional contracts.

The meeting terminated at 1135 hrs.