

**EAST AYRSHIRE COUNCIL**

**COMMUNITY SERVICES COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2002 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jimmy Carmichael, Ann Hay, Stephanie Young, Daniel Coffey, Lilian MacLean, John Weir, Drew McIntyre, Harry Wilson, Iain Linton, Jane Darnbrough, Finlay MacLean, Eric Jackson, Tommy Farrell, William Menzies, Provost Jimmy Boyd and Councillors Elaine Dinwoodie and Elaine Stewart.

**ATTENDING:** David Montgomery, Chief Executive; William Stafford, Director of Community Services; David Mitchell, Head of Administrative and Legal Services; John F Crawford, Head of Protective Services; Tim Baulk, Financial Services Manager; Katie Kelly, Leisure Development Manager; Gerard Cairns, Library, Registration and Information Services Manager; Donald McVicar, Local Office and Registration Manager; Donna Chisholm, Museums, Arts and Theatre Manager; Andrew Hamilton, Leisure Policy Officer; Catherine Dunlop, Senior Registrar; and Christine Baillie, Administrative Officer.

**APOLOGIES:** Councillors Brian Reeves, Julie Faulds and Eric Ross.

**CHAIR:** Councillor Jimmy Carmichael, Chair.

**BUDGETARY CONTROL PROGRESS REPORT COMMUNITY SERVICES TO 28 JULY 2002 (PERIOD 4)**

1. There was submitted and noted a joint report dated 27 August 2002 (circulated) by the Directors of Finance and of Community Services which advised of the current budgetary control position and the projected out-turn for the year for the Community Services Department for the period ended 28 July 2002 (Period 4).

**ABSENCE MANAGEMENT REPORT QUARTER 2 (1 APRIL - 30 JUNE 2002)**

2. There was submitted and noted a report dated 16 July 2002 (circulated) by the Director of Community Services on absence rates and absence management for the Department of Community Services for the period 1 April - 30 June 2002.

**REPORT ON STATUTORY PERFORMANCE INDICATORS**

3. There was submitted and noted a report dated 1 August 2002 (circulated) by the Director of Community Services on the outcome of Statutory Performance Indicators within the Department for the period 1 April 2001 - 31 March 2002.

**STATISTICAL MANAGEMENT INFORMATION**

4. There was submitted and noted a report dated 2 September 2002 (circulated) by the Director of Community Services on statistical information collated within the Department for management purposes.

### **NATIONAL WASTE STRATEGY: PROGRESS REPORT**

5. There was submitted a report dated 31 July 200 (circulated) by the Director of Community Services which advised and updated the Committee of a number of meetings concerning the progression of the National Waste Strategy and the launch of the Area Waste Plan on 7 August 2002.

It was agreed:-

- (i) to note that a further report on the outcome of the public consultation will be submitted in due course; and
- (ii) otherwise, to note the contents of the report.

### **MEMORIAL MASONS REGISTRATION SCHEME**

6. There was submitted a report dated 26 August 2002 (circulated) by the Director of Community Services on the outcome of the recent public consultation, undertaken to amend the Cemetery Management Rules in relation to the introduction of the Memorial Masons Registration Scheme.

It was agreed:-

- (i) to approve the amended Management Rules for Cemeteries; and
- (ii) otherwise, to note the contents of the report.

### **AYRSHIRE LIBRARIES FORUM - MINUTE OF AGREEMENT**

7. There was submitted a report dated 26 August 2002 (circulated) by the Director of Community Services which sought approval for the formal Minute of Agreement between the partners which form the Ayrshire Libraries Forum (ALF).

Councillor Carmichael, seconded by Councillor Dinwoodie, moved that the proposed Minute of Agreement be approved.

Councillor Wilson, seconded by Councillor Coffey, moved as an amendment that the proposed Minute of Agreement be approved subject to the inclusion of an amendment to the effect that all costs attributed to East Ayrshire Council, as a result of any decision made by Members of the Ayrshire Libraries Forum, be subject to the approval of the appropriate Committee, or Officer of the Council in accordance with the Scheme of Delegation.

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

### **ACQUISITION OF A BURNS MANUSCRIPT**

8. There was submitted and noted a report dated 27 August 2002 (circulated) by the Director of Community Services on the acquisition of an autographed manuscript by Robert Burns of the ballad "There was a lass, and she was fair" also known as "Bonie Jean".

The Committee also congratulated Provost Boyd on being awarded life membership of the Robert Burns World Federation.

### **NATIONAL MUSEUMS AUDIT**

9. There was submitted and noted a report dated 26 August 2002 (circulated) by the Director of Community Services on the report published by the Scottish Executive

and the Scottish Museums Council on Museum Collections held in Scotland which highlighted the national importance of collections held by East Ayrshire Council.

### **REMEMBRANCE SUNDAY - 10 NOVEMBER 2002**

- 10.** There was submitted a report dated 28 August 2002 (circulated) by the Director of Community Services on the arrangements made in respect of Remembrance Day Services held in East Ayrshire Council in 2001 and which proposed the arrangements to be made for this year's services.

It was agreed to remit to the Director of Community Services to make the necessary arrangements, as detailed in the report, in relation to the Kilmarnock Service and for Elected Members' attendance at Remembrance Services throughout East Ayrshire.

### **CIVIL MARRIAGES OUTWITH REGISTRATION OFFICES**

- 11.** There was submitted a report dated 26 August 2002 (circulated) by the Director of Community Services which sought approval for licensing procedures and fees required in order to offer marriages outwith Registration Offices.

It was agreed:-

- (i) that delegated powers be assigned to the Director of Community Services for decisions on applications and that less straightforward applications or applications that are recommended for refusal be considered by the Local Government Licensing Panel;
- (ii) to approve the licensing process for marriages outwith Registration Offices;
- (iii) to approve the fees charged for period and temporary approvals; the fees charged to couples for a Registrar; and the payments to staff as detailed within the report; and
- (iv) that a report be submitted to a future meeting on a review of the licensing procedures.

### **GRANTS TO VOLUNTARY ORGANISATIONS; AWARDS TO BANDS**

- 12.** There was submitted a report dated 9 July 2002 (circulated) by the Director of Community Services which advised of a review of the Awards to Band Scheme and which outlined proposals for the continuation of the Scheme.

It was agreed:-

- (i) that the Awards to Band Scheme continues to contribute towards the annual running costs of bands within East Ayrshire such as rent, electricity and transport. Bands seeking grants for the purchase of items which could be funded by other sources would be re-directed accordingly;
- (ii) that applications continue to be assessed on their individual merits and that the maximum grant to be awarded under the Scheme was £400;
- (iii) that all applications must meet the East Ayrshire Council's Conditions of Grant as detailed in the standard application form;
- (iv) to award grants to bands as follows;  
Kilmarnock Pipe Band - £400.00;

- Dalmellington Junior Band - £400.00;  
 Dalmellington Senior Band - £400.00; and  
 Muirkirk and District Pipe Band - £400.00; and  
 (v) otherwise, to note the contents of the report.

### **NEW OPPORTUNITIES FOR PE AND SPORT INITIATIVE**

13. There was submitted a joint report dated 4 September 2002 (circulated) by the Directors of Educational and Social Services and of Community Services which sought the agreement of Members to the recommendations for action to be submitted to the New Opportunities Fund (NOF) relating to the New Opportunities for PE and Sport Initiative.

It was agreed:-

- (i) to approve the recommendations for action for the NOF PE and Sport Initiatives Fund;
- (ii) that the Director of Educational and Social Services submit these proposals to NOF for their consideration; and
- (iii) otherwise, to note the contents of the report.

### **SCOTTISH EXECUTIVE ADDITIONAL FUNDING**

14. There was submitted a report dated 6 September 2002 (circulated) by the Director of Community Services which advised of an additional financial allocation of £930,000 and which requested consideration of the distribution of this allocation.

It was agreed:-

- (i) to approve the distribution of the funding as detailed within the report;
- (ii) that the Director of Community Services arrange to meet with representatives of the Ayrshire Skate Association to discuss the most appropriate use of the £100,000 allocated for the provision of skateboarding facilities and that a further report outlining suitable proposals be submitted to a future meeting of this Committee for approval, and
- (iii) otherwise, to note the contents of the report.

### **AWARDING OF CONTRACTS**

15. There was submitted and noted a report dated 17 July 2002 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which have been accepted in respect of contracts as follows:-

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR</u>	<u>AMOUNT</u>
Demolition of Fire Damaged Building, Western Road Depot, Kilmarnock	W H McClounie, New Cumnock	£25,181.94

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR</u>	<u>AMOUNT</u>
Playpark Equipment 2002	Jupiter Play and Leisure, Murieston	£196,473.50
Supply and Delivery of One 18 Tonne Skip Loader	Lex Commercials, Glasgow	£50,775.00

Councillor Drew McIntyre left the meeting during discussion of the above item.

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

16. 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 items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 6 of Schedule 7A of the Act.

#### **BUDGETARY CONTROL PROGRESS REPORT - OUTDOOR AMENITIES AND LEISURE MANAGEMENT TO 28 JULY 2002 (PERIOD 4)**

17. There was submitted and noted a joint report dated 27 August 2002 (circulated) by the Directors of Finance and of Community Services on the current budgetary control position and the projected out-turn for the year for Outdoor Amenities and Leisure Management for the period ended 28 July 2002 (Period 4).

#### **BUDGETARY CONTROL PROGRESS REPORT - REFUSE COLLECTION AND STREET CLEANSING TO 28 JULY 2002 (PERIOD 4)**

18. There was submitted and noted a joint report dated 27 August 2002 (circulated) by the Directors of Finance and of Community Services on the current budgetary control position and the projected out-turn for the year for Refuse Collection and Street Cleansing for the period ended 28 July 2002 (Period 4).

The meeting terminated at 1115 hours.