

Julie Armstrong, Direct Dial 01563 576147

To: Councillors McIntyre (Chair), Jackson, Young, D Coffey, W Coffey, Reid, Weir, Wilson, Linton, Darnbrough, Knapp, F MacLean, McDill, Kelly, Farrell, Provost Boyd, Councillors Ross, Dinwoodie and Carmichael.

6 June 2002

Dear Councillor

**POLICY AND RESOURCES COMMITTEE - 13 JUNE 2002**

You are requested to attend a meeting of the **Policy and Resources Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **THURSDAY 13 JUNE 2002 at 1000 HOURS**, in order to consider the undernoted business.

Yours sincerely



Fiona Lees  
Depute Chief Executive/Director of Corporate Resources  
JA/FM

**B U S I N E S S**

**INTIMATE APOLOGIES.**

1. **SUB-COMMITTEE MINUTES** - Submit for approval as a correct record and approval of any recommendations contained therein, the undernoted Sub-Committee Minutes, viz:-

1.1 **CHAIR'S SUB-COMMITTEE OF 30 APRIL 2002 (page 1)** (copy enclosed).



1.2 **APPEALS SUB-COMMITTEE OF 7 MAY 2002 (page 2)** (copy enclosed).



**1.3 MEMBERS SERVICES' AND CIVIC CEREMONIAL SUB-COMMITTEE OF 22 MAY 2002 (pages 3-5) (copy enclosed).**



**1.4 CORPORATE SUB-COMMITTEE OF 4 JUNE 2002 (copy to follow).**



- 2. STATISTICAL INFORMATION ON REVENUE COLLECTION (pages 6-7) -** Submit report dated 28 May 2002 (copy enclosed) by the Director of Finance to update Members on the position of the Council with regard to billing and collection of local taxes as at 31 March 2002 (Period 13).



- 3. BENEFITS SERVICE PERFORMANCE (Item 8, Page 1738, 99/02) (pages 8-12) -** Submit report dated 23 May 2002 (copy enclosed) by the Director of Finance to update on the performance of the Benefits Service.



- 4. INTERNAL AUDIT - ANNUAL REPORT 2001/02 (pages 13-26) -** Submit report (copy enclosed) by the Chief Auditor on details of the Internal Audit Annual Report for the financial year 2001/02.



- 5. SCOTTISH LOW PAY UNIT (Item 9, Page 2433, 99/02) (pages 27-29) -** Submit report dated 8 May 2002 (copy enclosed) by the Director of Community Services to advise of the outcome of a review of funding for the work of the Scottish Low Pay Unit.










- 6. FIRE AND SECURITY (Pages 30-43) -** Submit report dated 5 June 2002 (copy enclosed) by the Director of Community Services to advise of the findings of an Officer Working Group on fire and security issues and to seek endorsement of a series of recommendations suggested by the Working Group.



- 7. PARTNERSHIP WORKING FRAMEWORK BETWEEN EAST AYRSHIRE COUNCIL AND AYRSHIRE AND ARRAN PRIMARY CARE (NHS) TRUST (pages 44-51) -** Submit report dated 6 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to seek Members' approval of an overarching Partnership Working Framework between the Council and Ayrshire and Arran Primary Care (NHS) Trust to govern projects such as the proposed Northwest Kilmarnock Primary Care Neighbourhood Centre and other similar projects.



8. **AYRSHIRE AND ARRAN NHS BOARD DRAFT MATERNITY SERVICES STRATEGY CONSULTATION (Item 13, Page 2247, 99/02) (pages 52-56)** - Submit report dated 4 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to advise Members of the content and proposals outlined in the Ayrshire and Arran NHS Board Draft Maternity Services Strategy and to seek authority to submit a response to the NHS Board in the terms set out in this report.  

9. **COMMUNITY BUDGETING CONSULTATION EXERCISE - PROPOSED RESPONSE (pages 57-62)** - Submit report dated 7 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to advise of the consultation exercise currently being carried out by the Scottish Executive in relation to Community Budgeting and to present a draft response, from the Council to the Scottish Executive, on this subject, for Committee approval.  

10. **PERFORMANCE MANAGEMENT AND PLANNING AUDIT - CORPORATE LEVEL FOLLOW-UP AUDIT (Item 15, Page 2100, 99/02) (pages 63-65)** - Submit report dated 7 June 2002 (copy enclosed) by the Chief Executive on the outcome of the 2001/2002 Performance Management and Planning (PMP) Corporate Level Follow-up Audit.  

11. **MATCH FUND BUDGET (Item 12, Page 2404, 99/02) (pages 66-68)** - Submit report dated 7 June 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources on the submissions made to the Match Fund Budget and to recommend projects for grant support.  

12. **LOCAL COMMITTEE GRANTS SCHEME (pages 69-74)** - Submit report dated 28 May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources on some recent developments in the Local Committee grants process and to seek approval of further proposals to increase the capacity of the community and voluntary sector in accessing other funding opportunities and approval of same amendments.  

13. **PROGRESS REPORT - CROSSHOUSE LOCAL OFFICE (tem 2, Page 1590, 99/02) (pages 75-76)** - Submit report dated 22 May 2002 (copy enclosed) by the Director of Community Services to outline the progress made in the provision of a Local Office in Crosshouse.  


14. **ELECTRONIC GOVERNMENT PROGRESS REPORT (Item 12, Page 1903, 99/02) (pages 77-88)** - Submit report dated 15 May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources to report progress on meeting targets for electronic service delivery within the Council.  

15. **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 item 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”.
16. **NORTHWEST YOUTH PROJECT (PARA 6) (Item 18, Page 2530, 99/02) (pages 89-90)** - Submit report dated 30 May 2002 (copy enclosed) by the Director of Educational and Social Services to update on progress made in resolving financial management issues in the North West Youth Project. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
17. **VIREMENT: PALACE THEATRE/GRAND HALL REVENUE BUDGET 2002/03 (PARA 8) (Item , Page , 99/02) (pages 91-92)** - Submit report dated 30 May 2002 (copy enclosed) by the Director of Community Services to seek approval for virement of budgets at the Palace Theatre/Grand Hall to reflect the new management and procurement arrangements for the annual pantomime. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**