

EAST AYRSHIRE COUNCIL**POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON TUESDAY 28 MARCH 2000 AT 1000 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

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

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; William Stafford, Director of Community Services; Barbara Haughan, Director of Corporate Services; Stephen Chorley, Director of Development Services; Alex McPhee, Director of Finance; James Lavery, Director of Homes and Technical Services; Kate McVey, Solicitor to Council; Allan Y McDougall, Depute Director of Social Work; Tom McHugh, Head of Accounting Services; Roddy Wallace, Head of Administration; Robert Paton, Head of Economic Development; Iain McMillan, Head of Exchequer Services; Douglas Campbell, Head of Public Relations and Marketing; Colin Houston, Chief Auditor; Anne Jackson, Principal Community Education Officer; and Julie Armstrong, Senior Administrative Officer.

APOLOGIES: Councillors Harry Wilson, Alan Campbell and Eric Ross.

CHAIR: Councillor Drew McIntyre, Chair.

CHAIR'S REMARKS

1. The Chair intimated that item 12 on the Agenda (regarding the Local Committee Community Grants Scheme) had been withdrawn and would be considered at the Council meeting on 6 April 2000.

SUB-COMMITTEE MINUTES

2. There were submitted and approved both as correct records and in respect of any recommendations contained therein, the undernoted Sub-Committee Minutes as contained within Appendices I to VII of these Minutes, viz:-
 - 2.1 **CHAIR'S SUB-COMMITTEE OF 25 FEBRUARY 2000** - Appendix I.
 - 2.2 **APPEALS SUB-COMMITTEE OF 1 MARCH 2000** - Appendix II.
 - 2.3 **RECRUITMENT SUB-COMMITTEE OF 6 MARCH 2000** - Appendix III.
 - 2.4 **PERSONNEL AND PROPERTY SUB-COMMITTEE OF 7 MARCH 2000** - Appendix IV.
 - 2.5 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF 8 MARCH 2000** - Appendix V.
 - 2.6 **CHAIR'S SUB-COMMITTEE OF 13 MARCH 2000** - Appendix VI.
 - 2.7 **RECRUITMENT SUB-COMMITTEE OF 13 MARCH 2000** - Appendix VII.

BUDGET MONITORING GROUP

3. There were submitted and noted the Minutes of the undernoted Budget Monitoring Group meetings, viz:-
- 3.1 **BUDGET MONITORING GROUP HELD ON 15 FEBRUARY 2000 (circulated).**
- 3.2 **BUDGET MONITORING GROUP HELD ON 21 MARCH 2000 (circulated).**
- 3.2.1 **Matters Arising**

It was agreed that a report be submitted to the next Policy and Resources Committee to be held on 4 April 2000 regarding future arrangements and the relationship with the Council in respect of the Galleon Centre.

BUDGETARY CONTROL SUMMARY STATEMENTS TO 11 FEBRUARY 2000 (PERIOD 11)

4. There were submitted and noted the undernoted reports (circulated) on the current budgetary control position and projected out-turn for the period ended 11 February 2000 (Period 11).
- 4.1 **POLICY AND RESOURCES (CENTRAL SERVICES)** - Report by Director of Finance dated 14 March 2000.
- 4.2 **POLICY AND RESOURCES (CORPORATE SERVICES)** - Joint report by Directors of Finance and of Corporate Services dated 24 March 2000.

BUDGETARY CONTROL SUMMARY STATEMENT - GENERAL SERVICES REVENUE ACCOUNT - SUMMARY STATEMENT TO 11 FEBRUARY 2000 (PERIOD 11)

5. There was submitted a report dated 14 March 2000 (circulated) by the Director of Finance on the current budgetary control position of the General Services Revenue Account for the period ended 11 February 2000 (Period 11).

It was agreed:

- (i) to instruct Directors to continue to take all necessary management action to control expenditure within budget without cutting across existing Council policies;
- (ii) to approve the transfer of £19,000 from the Kilmarnock Common Good Fund to the General Services Revenue Account for the costs already incurred in 1999/2000 for providing the Christmas lights for Kilmarnock; and
- (iii) otherwise to note the contents of the report.

BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE ACCOUNT TO 11 FEBRUARY 2000 (PERIOD 11)

6. There was submitted and noted a joint report dated 14 March 2000 (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 11 February 2000 (Period 11).

STATISTICAL INFORMATION ON REVENUE COLLECTION

7. There was submitted and noted a report dated 13 March 2000 (circulated) by the Director of Finance on the position of the Council with regard to billing and collection of local taxes as at 28 February 2000.

CAPITAL PROGRAMME 2000/2001

8.1 CAPITAL PROGRAMME 2000/2001 (Item 3, Page 616, 99/02)

There was submitted a report dated 29 February 2000 (circulated) by the Director of Finance which recommended project allocations for the Capital Plan 2000/2001 based upon indicative allocations currently approved.

It was agreed:

- (i) to the proposed schemes outlined at paragraphs 3.1, 3.2 and 3.3 of the report as follows:
 - (1) Ayrshire Electronic Community "Vision" Project - £0.150m;
 - (2) Health and Safety - Asbestos - £0.050m; and
 - (3) Dalmellington Area Centre - £0.550m; and
- (ii) otherwise to note the contents of the report.

8.2 2000/2001 INFORMATION TECHNOLOGY CAPITAL EXPENDITURE PROGRAMME (Item 3, Page 616, 99/02)

There was submitted a report dated 8 March 2000 (circulated) by the Director of Corporate Services which proposed the Information Technology Capital Expenditure Programme for 2000/2001.

It was agreed to approve the proposed 2000/2001 IT Capital Expenditure Programme as detailed in the report.

8.3 OFFICE ACCOMMODATION (Item 3, Page 616, 99/02)

There was submitted a report dated 22 March 2000 (circulated) by the Chief Executive which recommended priorities for expenditure through the capital allocation for corporate office accommodation.

It was agreed:

- (i) to approve expenditure estimated at £75,000 on the provision of a Local Office at Murray Place, New Farm Loch, Kilmarnock; and
- (ii) that the Chief Executive in conjunction with the Director of Development Services undertake small scale upgrade projects at Local Offices and other corporate office accommodation as set out in paragraphs 2.3 and 3.2 of the report.

TREASURY MANAGEMENT - ANNUAL STRATEGY REPORT 2000/2001

9. There was submitted a report dated 29 February 2000 (circulated) by the Director of Finance which presented for consideration a Treasury Management Strategy for the financial year 2000/2001.

It was agreed:

- (i) to approve the Treasury Management Strategy for 2000/2001; and
- (ii) otherwise to note the contents of the report.

**REPORT OF THE MEMBER/OFFICER WORKING GROUP ON HOUSING AND
COUNCIL TAX BENEFIT ADMINISTRATION (Item 5, Page 108, 99/02)**

- 10.** There was submitted a report dated 14 March 2000 (circulated) by the Director of Finance which submitted the report of the Member/Officer Working Group shown as an appendix to the report.

It was agreed:

- (i) that the Member/Officer Working Group be stood down having met the remit given to it;
- (ii) to endorse the Service Review report shown in the appendix to the report;
- (iii) that the Director of Finance prepare a follow-up report on the outcome of the Service Review to the April 2001 meeting of this Committee;
- (iv) that the Director of Finance make regular reports to this Committee on the ongoing performance of the Benefits Section; and
- (v) otherwise to note the contents of the report.

INTERNAL AUDIT PLAN 2000/2001

- 11.** There was submitted and noted a report (circulated) by the Chief Auditor on details of the 2000/2001 Internal Audit Plan.

FREEDOM OF INFORMATION - CONSULTATION PAPER

- 12.** There was submitted a report dated 7 March 2000 (circulated) by the Solicitor to the Council which advised of the main proposals of the consultation paper entitled "Freedom of Information" and which sought authority to respond to the current consultation exercise.

It was agreed:

- (i) to the comments contained in the report being forwarded to the Scottish Executive in terms of a Council response to the consultation paper incorporating the comments adopted by CoSLA at its meeting held on 24 March 2000;
- (ii) that the Solicitor to the Council respond accordingly; and
- (iii) otherwise to note the contents of the report.

GRANTS TO VOLUNTARY ORGANISATIONS

- 13.1 WEST OF SCOTLAND COMMUNITY RELATIONS COUNCIL (WSCRC) -
APPLICATION FOR ADMINISTRATION GRANT**

There was submitted a report dated 14 February 2000 (circulated) by the Chief Executive on a request for a grant by the West of Scotland Community Relations Council and which recommended accordingly.

It was agreed:

- (i) that a grant of £3,000 be approved in order to encourage the continued development of the West of Scotland Community Relations Council; and
- (ii) that the Council continues to pay a contribution to the West of Scotland Community Relations Council annual calendar competition.

13.2 SCOTTISH HUMAN RIGHTS CENTRE

There was submitted a report dated 24 March 2000 (circulated) by the Chief Executive which provided information on request for grant received from the Scottish Human Rights Centre and which made recommendations accordingly.

It was agreed that a grant of £1,200 be approved for the Scottish Human Rights Centre for 2000/2001.

COMMUNITY LEARNING STRATEGY 2000-2003

14. There was submitted a report dated 3 March 2000 (circulated) by the Director of Education which advised of the development of a Community Learning Strategy for East Ayrshire Council area which was required to be submitted to the Scottish Executive by 31 March 2000 as shown in the appendix to the report.

It was agreed:

- (i) to approve the submission of the response attached as Appendix 1 to the report to the Scottish Executive; and
- (ii) otherwise to note the contents of the report.

PROGRESS REPORT ON SERVICE LEVEL AGREEMENT PROJECTS (Item 12, Page 4389, 96/99)

15. There was submitted a report dated 14 March 2000 (circulated) by the Chief Executive on progress of the voluntary organisations who have Service Level Agreements with the Council and which sought confirmation of future funding arrangements for the Youth Information Project.

It was agreed:

- (i) to note the positive evaluations of the two voluntary projects, viz:- Bellsbank Women's Project and Northwest Youth Project;
- (ii) to note the annual award with inflation to Bellsbank Women's Project of £20,125 and Northwest Youth Project for £59,590;
- (iii) to terminate the Service Level Agreement with the Youth Information Project including funding arrangements;
- (iv) invite the Management Committee of Connected to make a proposals, in light of operational experiences in the course of the year, to deliver additional services which are complementary to those delivered by Connected; and
- (v) otherwise to note the terms of the report.

NORTHWEST KILMARNOCK YOUTH FUND (Item 17.4, Page 4391, 99/02)

16. There was submitted a report dated 3 March 2000 (circulated) by the Director of Education on progress with the consultation exercise with regard to the fund made available to the Northwest Kilmarnock area and to seek award from the fund.

Councillor McIntyre, seconded by Councillor Jackson, moved:

(i) projects and funding for the purposes shown in the report as follows:

<u>Project Name</u>	<u>Partners</u>	<u>Funding</u>
Youth Project Building Upgrade	North West Youth Project	£15,000
Resources for Youth Work	Longpark Black Knights Club	Nil - Remit to Local Committee
	New Longpark Senior Club	Nil - Remit to Local Committee
	Knockinlaw Youth Group	£900
	Knockinlaw Disco Dancers	Nil - Remit to Local Committee
	Knockinlaw 16-25 club	Nil - Remit to Local Committee
	Altonhill Youth Group	Nil - Remit to Local Committee
Drugs Helpline	North West Drugs Forum	Nil
Out of School Care Project	Onthank Out of School Care Project and North West Youth Project	Nil
Young Persons Support Worker	Blue Triangle	£6,000
Drugs Outreach Project	Bridge Project	£16,100

(ii) that the Director of Education report on progress with the projects to a future meeting; and

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

Councillor D Coffey, seconded by Councillor Reid, moved as an amendment projects and funding shown in the report as follows:

<u>Project Name</u>	<u>Partners</u>	<u>Funding</u>
Youth Project Building Upgrade	North West Youth Project	£15,000
Resources for Youth Work	Longpark Black Knights Club	£50
	New Longpark Senior Club	£100
	Knockinlaw Youth Group	£900
	Knockinlaw Disco Dancers	£150
	Knockinlaw 16-25 club	£300
	Altonhill Youth Group	£715
Drugs Helpline	North West Drugs Forum	£10,000 as pilot

		project
Out of School Care Project	Onthank Out of School Care Project and North West Youth Project	£4,785
Young Persons Support Worker	Blue Triangle	£6,000
Drugs Outreach Project	Bridge Project	Nil

On a division by a show of hands the motion was carried by 10 votes to 6.

SOCIAL INCLUSION

17.1 ALTERNATIVE USE OF COUNCIL PREMISES WITHIN SHORTLEES, KILMARNOCK (Item 2.2, Page 713, 99/02)

There was submitted a report dated 13 March 2000 (circulated) by the Chief Executive to (i) propose an alternative use for the premises at 15 Shortlees Crescent, Kilmarnock currently housing the Community Health and Safer Environment Project (CHASE); and (ii) propose alternative support measures for the community initiatives currently assisted by CHASE.

It was agreed:

- (i) to approve the locating of the Kilmarnock Social Inclusion Core Team within the premises at 15 Shortlees Crescent, Shortlees, Kilmarnock;
- (ii) to the proposals to support the local initiatives contained within paragraph 3.2 as follows:

<u>Initiative</u>	<u>Future Support</u>
Community Profile Group	Social Work
Driving Force (Young People)	Community Education
Chair Aerobics	Community Services
Fire Safety Group	Community Safety Officer
Advisory Group	Social Inclusion Team
Home Safety Lending Scheme	Social Work; and

- (iii) to the funding for overhead costs associated with the proposal of £6,000 per annum made from the Social Inclusion Budget for 2000/2001.

17.2 SOCIAL INCLUSION STRATEGIC PARTNERSHIP RESOURCE BUDGET 1999/2000 - UPDATE

There was submitted a report dated 16 March 2000 (circulated) by the Chief Executive which informed Committee of progress with the projects which it had approved for finance under the Strategic Partnership Resource Budget (SPRB) and which highlighted certain specific issues.

It was agreed to note:

- (i) the progress regarding the Strategic Partnership Resource budget for 1999/2000;
- (ii) the developments regarding the Irvine Valley Youth Diversion Project and agree that the grant be issued on condition that it be returned if any necessary

planning permission and a six month lease had not been obtained within three months; and

- (iii) the developments regarding the Stewarton and District Community Care Forums Project and agree that it be delegated to the Head of Economic Development and the Director of Social Work to hold the grant and issue it when they were satisfied that the relevant conditions of Council's grant regime regarding the lease of 11 and 15 Main Street, Stewarton were met.

17.3 CUMNOCK DISTRICT CREDIT UNION

There was submitted a report dated 20 March 2000 (circulated) by the Chief Executive which sought approval to provide support to Cumnock District Credit Union through the Social Inclusion Partnership Funds by the purchase of suitable premises for their project at 11 The Square, Cumnock.

It was agreed:

- (i) in principle to provide grant aid support through the Social Inclusion Partnership Fund from this year's budget and if required next year's budget to facilitate the purchase of premises at 11 The Square, Cumnock for use by the Cumnock District Credit Union;
- (ii) that the Chief Executive (a) obtain approval for the proposal from the Scottish Ministers; and (b) negotiate the purchase of the premises on behalf of the Council at appropriate terms and conditions;
- (iii) thereafter let the property to the Cumnock District Credit Union at a peppercorn rate with an option to purchase; and
- (iv) in principle to increasing the budget allocation to the Cumnock District Credit Union for next financial year to facilitate the resourcing and the running of the office if required.

PROPOSED RELOCATION AND DEVELOPMENT OF HEALTHCARE FACILITIES WITHIN THE MAIN STREET, DALMELLINGTON INDUSTRIAL COMPLEX (Item 14, Page 543, 99/02)

- 18.** There was submitted a report dated 24 March 2000 (circulated) by the Chief Executive which (i) advised of an expression of interest from the Ayrshire and Arran Primary Care NHS Trust to relocate existing health care facilities and develop additional facilities within the Main Street Dalmellington Industrial Complex and (ii) sought agreement of the Committee to support a bid by the Primary Health Care NHS Trust to the Scottish Executive Health Department to access funding which, if the bid was successful, would enable this project to proceed.

It was agreed:

- (i) in principle to the allocation of space within the Dalmellington Main Street industrial complex for use by the Ayrshire and Arran Primary Health Care NHS Trust for the provision of a full integrated primary health care facility and support any subsequent funding bid which the Primary Health Care NHS Trust may submit in this respect;

- (ii) that the Chief Executive enter into detailed negotiations with the Primary Health Care NHS Trust and other project partners on the basis of the partnership arrangements proposed;
- (iii) to note that a further report on the outcome of these negotiations would be submitted to the next meeting of the Policy and Resources Committee; and
- (iv) otherwise to note the contents of the report.

PROPOSED RELOCATION OF HEALTH CARE FACILITIES WITHIN THE POLICE STATION, DRONGAN

- 19.** There was submitted a report dated 24 March 2000 (circulated) by the Chief Executive to advise on discussions with the Primary Health Care NHS Trust with regard to the possible relocation of existing health care facilities within Drongan.

It was agreed:

- (i) to intimate support in principle for the proposed creation of a one-stop community based facility comprising local Police office, Council Local Office and primary care facilities in Drongan Police Station and their support for any subsequent funding bid which the Primary Health Care NHS Trust may submit in this respect;
- (ii) that the Chief Executive enter into detailed negotiations with the Primary Health Care NHS Trust and Strathclyde Police on the basis of the arrangements proposed;
- (iii) to note that a further report on the outcome of these negotiations would be submitted to the next meeting of the Policy and Resources Committee;
- (iv) to note that road safety issues would be addressed; and
- (v) otherwise to note the contents of the report.

FLOOD WARNING SCHEME - REQUEST TO THE SCOTTISH ENVIRONMENTAL PROTECTION AGENCY (SEPA)

- 20.** There was submitted a joint report dated 22 March 2000 (circulated) by the Directors of Development Services and of Community Services to recommend submitting a formal request to the Scottish Environmental Protection Agency for the installation of a flood warning Scheme for the River Irvine and Kilmarnock Water.

Having noted that the word "approximate" at paragraph 5.1 should read "appropriate" it was agreed to the submission of a formal request to SEPA to provide a flood warning scheme for the River Irvine and Kilmarnock Water.

EXCLUSION OF PRESS AND PUBLIC

- 21.** 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 the paragraph of Schedule 7A of the Act as shown against each item.

**DALMELLINGTON AREA CENTRE
PROPOSAL (PARA 9) (Item 19, Page 829, 99/02)**

22. There was submitted a report dated 21 March 2000 (circulated) by the Director of Development Services which sought approval to lease office accommodation to Strathclyde Police within the Dalmellington Area Centre, Main Street, Dalmellington.

It was agreed that the Solicitor to the Council be instructed to lease to Strathclyde Police the dedicated office accommodation extending to 83m² or thereby at the Dalmellington Area Centre, Main Street, Dalmellington on the basis of a one-off payment of £60,000 (exclusive of VAT) the first £50,000 in 2000/2001 and £10,000 in 2001/2002 subject to the conditions contained in paragraph 7 of the report.

**REVIEW OF ORGANISATIONAL STRUCTURE -
SUPPLEMENTARY REPORT - SUPPORT
ARRANGEMENTS (PARA 1) (Item 21, Page 273, 99/02)**

23. There was submitted a report dated March 2000 (circulated) by the Chief Executive which recommended alterations to support arrangements in certain Council Departments following the review of the organisational structure approved by the Policy and Resources Committee on 10 February 2000 subject to consultations with Trade Unions.

It was agreed:

- (i) to approve the adjustments to support staffing structures as detailed in the report subject to consultation with Trade Unions;
- (ii) that the Chief Executive report to the Personnel and Property Sub-Committee on the detailed proposals for the remaining phase of the restructure as indicated in the report together with the outcome of general consultation with the Trade Unions;
- (iii) in reference to (ii) above to remit the matter with full powers to the Personnel and Property Sub-Committee to determine on the Council's behalf the detailed further proposals and the method and timescale for their implementation;
- (iv) that the Chief Executive ensure that appropriate consultation occurs at Departmental level in respect of Trade Unions and employees' interests; and
- (v) otherwise to note the contents of the report.

The meeting terminated at 1053 hrs.