

APPENDIX IX

EAST AYRSHIRE COUNCIL

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

**MINUTES OF MEETING HELD ON TUESDAY 26 NOVEMBER 1996 AT 1000
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Fulton, Ronald Brailsford, Bob Beattie, Kim Nicoll, and Eric Jackson.

ALSO PRESENT: Dr Ronan Paddison and Dr Barbara Jeffrey, Geography Department, University of Glasgow.

ATTENDING: Fiona Lees, Depute Chief Executive; Barbara Haughan, Director of Support Services; Douglas Campbell, Head of Public Relations and Marketing; Bob McLeary, Head of Property; John McHarg, Maintenance Manager; Maureen Walker, Information and Advice Development Officer; Donald McVicar, Senior Administrative Officer and Robert Beaton, Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Wilma Doyle, Jane Darnbrough, Kathleen Hall, Jim Kelly, David Sneller and Tommy Farrell.

CHAIR: Councillor David Fulton, Chair.

**PUTTING THE COMMUNITY FIRST - EVALUATION OF EAST AYRSHIRE
COUNCIL'S PRELIMINARY SCHEME FOR DECENTRALISATION**

1. There was submitted a report dated 20 November 1996 (circulated) by the Chief Executive advising of the results of the monitoring and evaluation of the Council's Preliminary Decentralisation Scheme and proposing terms for the Council's Draft Decentralisation Scheme which the Sub-Committee was asked to approve for the basis of consultation.

Councillor Beattie joined the meeting at this point.

Dr Ronan Paddison and Dr Barbara Jeffrey were introduced to the meeting. Thereafter, Dr Paddison commented on the findings of the research conducted by the University of Glasgow on the Council's Preliminary Scheme for Decentralisation.

It was agreed:-

- (i) to note the results of the range of evaluation and monitoring exercises undertaken by the Council and the University of Glasgow;
- (ii) to recommend to the Policy and Resources Committee that the following changes be incorporated in the Council's Draft Scheme;
 - (a) to allow named substitutes for Community Representatives (and to provide the substitutes with the same opportunity to attend training sessions as Community Representatives);

- (b) to ensure that all Local Committee meetings begin at 1400 hours prompt;
 - (c) to ensure that full Minutes of each Local Committee meeting were submitted to the following Local Committee meeting (as well as to the full Council);
 - (d) that a good practice guide be developed which facilitates decision making at Local Committees. This guide would include the way in which agendas were prepared and agenda items introduced, as well as the layout of meetings and the conduct of business;
 - (e) that specific arrangements be made for the development of support, including training, for Community Representatives and their parent organisations;
 - (f) that officer support roles and responsibilities for Local Committees and their Community Representatives be clarified;
 - (g) that half-yearly Community Council summit meetings be instituted for the whole of East Ayrshire;
 - (h) that a publicity plan be prepared to improve the targeting of publicity for both Community Forums and Local Committees, and specifically highlighting open question and answer sessions at Local Committees and the role of Community Representatives;
- (iii) to recommend that the relevant findings of the evaluation and monitoring be drawn to the attention of the Development Services Committee so that they could be taken into account in the review that Committee would be undertaking of the planning application system;
- (iv) to recommend that the Chief Executive make appropriate arrangements for the publication of the Council's Draft Scheme as detailed below;
- (a) the Draft Scheme be published in December 1996 (following the Policy and Resources Committee meeting of 5 December 1996) to comply with the provisions of Section 23 of the Local Government Etc (Scotland) Act 1994;
 - (b) publication of formal public notice of the fact that the Council had prepared a Draft Decentralisation Scheme and of the places within its area where copies of the Draft Scheme may be inspected and inviting the public, within a period of not less than eight weeks from the date of the notice, to make representations to the Council as regards the Draft Scheme;
 - (c) that, taking into account holidays over the Christmas and New Year period, the closing date for comments be 20 February 1997;
- (v) to receive the results of the consultation at the meeting of the Sub-Committee to take place on 4 March 1997;
- (vi) to recommend that the Director of Support Services take into account the findings of the Community First Follow-up Survey in the further development of Information and Advice Services; and
- (vii) otherwise to note the report.

Councillor Kim Nicoll left the meeting at this point.

DEVELOPMENT OF INFORMATION AND ADVICE SERVICES (Item 3, Page 1428)

2. There was submitted a report dated 20 November 1996 (circulated) by the Chief Executive seeking approval of a plan for the development of Information and Advice Services and requesting that the Sub-Committee agree to refer the plan to the Policy and Resources Committee for consideration as part of the Council's bid for Challenge Funding.

It was agreed:-

- (i) to note the examination of options which had been undertaken by Officers with regard to the findings of the Elected Member Panels;
- (ii) to recommend approval of the recommendations made for service development as detailed within Section 3 of the report;
- (iii) to recommend the priority categories for the progressive development of Local Office provision, public access terminals, library information points and community notice boards as detailed in Section 4 of the Chief Executive's report subject to technical checks;
- (iv) to recommend that in respect of the proposals for Patna, Crosshouse and New Farm Loch and the technical checks referred to, final arrangements for costing for capital bid purposes be remitted to the Chief Executive in consultation with the Chair of the Sub-Committee and the Local Members concerned;
- (v) to recommend that costs for a mobile information resource centre also be incorporated within the terms of the development plan;
- (vi) that this report be referred to the Policy and Resources Committee for consideration as part of the Council's bid for Challenge Funding for Capital Projects;
- (vii) otherwise, note the report.

DECENTRALISATION - TIMETABLE AND AGENDA

3. There was submitted and noted a report dated 15 November 1996 (circulated) by the Director of Support Services outlining the agenda timetable relative to the Preliminary Decentralisation Scheme up to 1 April 1997.

The meeting terminated at 1130 hours.