

**EAST AYRSHIRE COUNCIL**

**POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 30 JANUARY 1997 AT 1000 HRS  
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors David Sneller, Drew McIntyre, Wilma Doyle, Ronald Brailsford, Jim O'Neill, Kathleen Hall, Bob Beattie, Daniel Coffey, Kim Nicoll, George Turnbull, Eric Ross, Jim Kelly, Jimmy Boyd and Tommy Farrell.

**ATTENDING:** David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; Barbara Haughan, Director of Support Services; Alex McPhee, Senior Depute Director of Finance; Graham Haugh, Depute Director of Personnel Services; Roddy Wallace, Head of Administration; Kate McVey, Head of Legal Services; Robert McLeary, Head of Property; Graham Kerr, Public Relations Officer; George Fraser, Senior Policy Adviser; Liam Murphy, Solicitor; and Julie Armstrong, Senior Administrative Officer.

**APOLOGIES:** Councillors Irene Reeves, Douglas Reid, Provost Robert Stirling, Councillors Jane Darnbrough, David Fulton and Eric Jackson.

**CHAIR:** Councillor David Sneller, Chair.

**SUB-COMMITTEE MINUTES**

1. There were submitted and approved both as correct records and in respect of recommendations contained therein, the undernoted Sub-Committee Minutes (circulated) as contained in Appendices I to X of these Minutes.
  - 1.1 **MEMBERS SERVICES SUB-COMMITTEE OF 5 DECEMBER 1996** - Appendix I.
  - 1.2 **CONTRACTING SUB-COMMITTEE OF 5 DECEMBER 1996** - Appendix II.
  - 1.3 **SPECIAL FINANCE AND PROPERTY SUB-COMMITTEE OF 19 DECEMBER 1996** - Appendix III.
  - 1.4 **RECRUITMENT SUB-COMMITTEE OF 20 DECEMBER 1996** - Appendix IV.
  - 1.5 **RECRUITMENT SUB-COMMITTEE OF 8 JANUARY 1997** - Appendix V.
  - 1.6 **PERSONNEL SUB-COMMITTEE OF 15 JANUARY 1997** - Appendix VI.
  - 1.7 **PUBLICITY AND PUBLICATIONS SUB-COMMITTEE OF 17 JANUARY 1997** - Appendix VII.
  - 1.8 **DECENTRALISATION SUB-COMMITTEE OF 21 JANUARY 1997** - Appendix VIII.
  - 1.9 **FINANCE AND PROPERTY SUB-COMMITTEE OF 21 JANUARY 1997** - Appendix IX.
    - 1.9.1 **REMIT**

Chair agreed to consider Agenda item 13 at this point.

**DISPOSAL OF FORMER CROOKEDHOLM PRIMARY SCHOOL, GROUGAR ROAD, CROOKEDHOLM, BY KILMARNOCK (Item 8, Page 1750)**

It was agreed to approve the sale of the former Crookedholm Primary School, Grougar Road, Crookedholm at the reduced purchase price of £55,750 to the applicant and that the Head of Legal Services be instructed to conclude the transaction subject to the additional terms and conditions outlined within the report dated 13 January 1997 (circulated) by the Director of Support Services.

#### **1.10 CHAIR'S SUB-COMMITTEE OF 23 JANUARY 1997 - Appendix X.**

#### **GENERAL SERVICES CAPITAL PROGRAMME - PERIOD 9**

2. There was submitted and noted a report dated 14 January 1997 (circulated) by the Director of Finance on the current position regarding the General Services Capital Programme 1996/97.

#### **BUDGETARY CONTROL SUMMARY STATEMENT - POLICY AND RESOURCES TO 6 DECEMBER 1996 (PERIOD 9)**

3. There was submitted and noted a report dated 13 January 1997 (circulated) by the Director of Finance on the current Budgetary Control position of the Services within the remit of the Policy and Resources Committee for period ended 6 December 1996 (Period 9).

#### **GENERAL SERVICES CAPITAL ALLOCATIONS**

4. There was submitted a report dated 21 January 1997 (circulated) by the Director of Finance on the recent announcements from the Scottish Office regarding General Services capital consents in respect of amendments for the financial year 1996/97, the single capital allocation for 1997/98 and provisional allocation for 1998/99.

It was agreed to note:

- (i) that the total consent for the current financial year, representing a net increase of £0.150m was now as follows:

Existing Consent	£6.401m
Additional Consent - Specified Projects	£0.470m
Additional Consent - In respect of Abatement	<u>£0.668m</u>
Total Capital Allocation 1996/97	<u>£7.539m</u>

- (ii) that the Council's single allocation for 1997/98 was £6.066m; and
- (iii) that the provisional allocation for 1998/99 was £5.234m.

#### **MONITORING AND EVALUATION OF URBAN PROGRAMME PROJECTS**

5. There was submitted a report dated 22 January 1997 (circulated) by the Chief Executive proposing procedures for the financial monitoring of Urban Programme projects and the evaluation of projects terminating during the financial year 1997/98.

It was agreed:

- (i) to the budget monitoring process as detailed in Section 3 of the report;
- (ii) to the proposal to convene an Inter-Departmental Urban Programme Officer's Group;
- (iii) to the process for evaluating terminating Urban Projects detailed in Section 4;

- (iv) that a report be submitted to a future meeting of the Committee on the composition of the Evaluation Panels; and
- (v) to otherwise note the content of the report.

### **THE ENERGY CONSERVATION (15 YEAR PROGRAMME) BILL 1996**

6. There was submitted a report dated 14 January 1997 (circulated) by the Director of Support Services regarding a request from the "Association for the Conservation of Energy" for Council's to support the Energy Conservation (15 Year Programme) Bill 1996.

It was agreed that the Campaign for the Energy Conservation (15 Year Programme) Bill 1996 be supported by the Council provided that suitable funding would be made available from Central Government to implement the Programme.

### **BAN ON SALE AND ADVERTISING OF COMBAT KNIVES**

7. There was submitted a report dated 14 January 1997 (circulated) by the Director of Support Services regarding a request by West Lothian Council that East Ayrshire Council endorse their motion to support a ban on the sale and advertising of all "combat knives", to demand that the Government should legislate accordingly and to recommend a response.

The Head of Legal Services reported that a Private Member's Bill which had recently been initiated seeking a total ban on the sale and advertising of combat knives had proceeded successfully through the House of Commons and would now be considered by the House of Lords.

It was agreed:

- (i) to support a total ban on the sale and advertising of combat knives;
- (ii) that the Chief Executive write to the Secretary of State for Scotland supporting the call for appropriate legislation to implement such a ban; and
- (iii) that the Heads of Property Services and/or Legal Services negotiate the inclusion of a condition, prohibiting the sale or advertising of combat knives and handguns in any Council premises, in all new leases of Council premises and in existing leases as and when they become due for renewal.

### **APPLICATION FOR FINANCIAL ASSISTANCE - THE SCOTTISH GYPSY/TRAVELLER ASSOCIATION**

8. The Committee noted that this item had been withdrawn.

### **NATIONAL NO SMOKING DAY 1997**

9. There was submitted a report dated 14 January 1997 (circulated) by the Director of Personnel Services providing details of the National No Smoking Day 1997 which would be on Wednesday 12 March 1997 and recommending related activities to publicise the day within the Council.

It was agreed:

- (i) to support National No Smoking Day;
- (ii) to undertake the following activities to publicise National No Smoking Day:

- (1) a message within employees' pay slips advising of the National No Smoking date and the availability of quitter's advice from the Personnel Services Department;
  - (2) the posting of appropriate publicity, posters, stickers etc on Council notice boards;
  - (3) a visit to workplaces by the Council's Health Life Style Officer to afford the opportunity for smokers to gain information on their health and advice on quitting; and
  - (4) an article in the staff magazine; and
- (iii) that a report be submitted by the Head of Legal Services to a future Community Services Committee giving information on any recent prosecutions of shopkeepers etc in the area for the sale of tobacco to under-16s.

### **COSLA - DRAFT CODE OF CONDUCT FOR LOCAL GOVERNMENT EMPLOYEES IN SCOTLAND**

10. There was submitted a report dated 14 January 1997 (circulated) by the Director of Personnel Services to provide Members with a copy of CoSLA's Draft Code of Conduct for Local Government Employees in Scotland and to identify recommendations which may be made to CoSLA.

It was agreed:

- (i) to note the content of CoSLA's Draft Code of Conduct for Local Government Employees in Scotland;
- (ii) to approve the comments and recommendations in Section 3 of the report for submission to CoSLA in relation to the content of their Draft Code; and
- (iii) that the Director of Personnel Services, on receipt of CoSLA's final document, submit a report to a future meeting of the Personnel Sub-Committee of the Policy and Resources Committee proposing appropriate amendments to the Council's Conditions of Service relating to official conduct.

### **REQUEST FOR TEMPORARY DELEGATED POWERS**

11. There was submitted a report dated 17 January 1997 (circulated) by the Depute Director of Personnel Services seeking authority for temporary delegated powers to be granted to the Director of Personnel Services to consider and approve applications for voluntary severance or premature retirement due to redundancy under the appropriate Regulations, in the period up to 31 May 1997.

It was agreed to approve the abovementioned temporary delegated powers.

### **AUTHORITIES BUYING CONSORTIUM (ABC)**

12. There was submitted a report dated 22 January 1997 (circulated) by the Director of Support Services requesting the Committee to give consideration to continuing membership of the Authorities Buying Consortium (ABC) beyond the initial two year commitment to 31 March 1998, a decision being required by 31 March 1997.

It was agreed to remain a member of the ABC subject to fee structure and discount levels remaining satisfactory and to the continuing viability of the Consortium.

**CLOSED CIRCUIT TELEVISION (CCTV) - ADDITIONAL INFORMATION (Item 6,  
Page 1682)**

13. There was submitted a report dated 22 January 1997 by the Director of Community Services inviting the Committee to consider his report dated 30 December 1996 remitted from Community Services Committee of 22 January 1997 (all circulated).

It was agreed:

- (i) to support in principle the bid proposals approved by Community Services Committee as follows:
  - Bid 1 - Relocate three cameras and re-lens one camera in Kilmarnock.
  - Bid 2 - Install new camera in Stewarton.
  - Bid 3 - Install camera in Galston.
  - Bid 4 - Install camera in Kilmaurs.
  - Bid 5 - Install a further three cameras in Kilmarnock.
  - Bid 6 - Install new system in Cumnock;
- (ii) to note that the bids were not in priority order; and
- (iii) to otherwise note the content of the report.

**BYE-LAWS PROHIBITING THE CONSUMPTION OF  
ALCOHOLIC LIQUOR IN DESIGNATED PLACES (Item 9, Page 1412)**

14. There was submitted a report dated 24 January 1997 (circulated) by the Director of Support Services providing an update on the current position regarding the above.

The Head of Legal Services reported that the Scottish Office had stated in their reply that the proposals should not, in principle, cause Ministers any difficulties with the exception of a suggested amendment to the initial proposal for Kilmarnock which did not materially affect the integrity of the Bye-Law proposal as the whole of the built up area of Kilmarnock was included.

It was agreed to note the progress made to date and authorise the Director of Support Services to seek the approval of the Secretary of State to proceed to the commencement of the statutory procedure for confirmation.

**GENERAL SERVICES CAPITAL PROGRAMME 1996/97**

15. There was submitted a report dated 23 January 1997 (circulated) by the Director of Support Services seeking authorisation to re-allocate funds held within the 1996/97 Capital Budget for the purpose of procuring telephone exchange equipment for the Council's offices in Greenholm Street, Kilmarnock.

It was agreed:

- (i) that the £15,400 currently available within the 1996/97 Capital Budget (IT Requirements) for the purchase of a Local Area Network and associated Wide Area Network link at the ex-Cumnock Benefits Agency and £24,600 currently available within the 1996/97 Property Services Capital Allocation, be re-allocated to fund the procurement of the aforementioned telephone exchange equipment for the Greenholm Street office; and

- (ii) that the purchase of the Local Area Network and associated Wide Area Network link at the ex-Cumnock Benefits Agency be funded from the Housing Revenue Account.

**GENERAL SERVICES CAPITAL PROGRAMME 1997/98 -  
CENTRAL CHALLENGE FUND BIDS - UPDATE (Item 3, Page 1546)**

16. There was submitted and noted a report dated 24 January 1997 (circulated) by the Chief Executive advising of the outcome of the meeting with George Kynoch MP, Minister for Industry and Local Government held on 14 January 1997 at Dover House, London, as indicated to the special meeting of the Policy and Resources Committee on 7 January 1997.

It was further noted that the Councils' delegation had included Charles Gibson and Roslyn Fallowes representing respectively local businesses and local householders affected by flooding.

Councillor Turnbull left the meeting at this point.

**GENERAL SERVICES CAPITAL PROGRAMME 1996/97 - ALLOCATION OF  
CAPITAL FUNDING FOR INFORMATION TECHNOLOGY REQUIREMENTS**

17. There was submitted a report dated 27 January 1997 (circulated) by the Director of Support Services seeking the allocation of additional capital funding from the increased 1996/97 capital consent for the purpose of procuring urgently needed IT equipment and seeking Council's authorisation to proceed with acquisition and installation of the necessary equipment.

It was agreed:

- (i) that £150,000 be allocated from the Council's increased 1996/97 capital consent for the purpose of procuring and installing the items of IT equipment detailed in the report; and
- (ii) that the Director of Support Services inform Councillor Brailsford whether this equipment would include equipment to assist persons with hearing impediments.

The meeting terminated at 1107 hrs.