

EAST AYRSHIRE COUNCIL**POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 5 JUNE 1997 AT 1000 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors David Sneller, Drew McIntyre, Wilma Doyle, Ronald Brailsford, Provost Robert Stirling, Councillors Jane Darnbrough, Kathleen Hall, Bob Beattie, Daniel Coffey, Kim Nicoll, Jim Kelly, Jimmy Boyd, Tommy Farrell and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; Stephen Chorley, Director of Development Services; Iain McLachlan, Director of Personnel Services; Douglas Bulloch, Director of Social Work; Barbara Haughan, Director of Support Services; Alex McPhee, Senior Depute Director of Finance; Robin Gourlay, Depute Director of Commercial Operations; Alan McKnight, Depute Director of Housing; Roddy Wallace, Head of Administration; Douglas Campbell, Head of Public Relations and Marketing; Robert McLeary, Head of Property; William Taylor, Head of Roads and Transportation; Maureen Walker, Information and Advice Officer; George Malone, Principal Engineer; Sam McVie, Principal Surveyor; George Fraser, Senior Policy Adviser; and Julie Armstrong, Senior Administrative Officer.

APOLOGIES: Councillors Irene Reeves, David Fulton, George Turnbull and Eric Ross.

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 VIII of these Minutes, viz:-
 - 1.1 **CONTRACTING SUB-COMMITTEE (GROUNDS MAINTENANCE) OF 17 APRIL 1997** - Appendix I.
 - 1.2 **MEMBERS' SERVICES SUB-COMMITTEE OF 24 APRIL 1997** - Appendix II.
 - 1.3 **CONTRACTING SUB-COMMITTEE (SPORT AND LEISURE MANAGEMENT) OF 24 APRIL 1997** - Appendix III.
 - 1.4 **CIVIC CEREMONIAL SUB-COMMITTEE OF 13 MAY 1997** - Appendix IV.
 - 1.5 **CONTRACTING SUB-COMMITTEE (ROADS AND LIGHTING) OF 14 MAY 1997** - Appendix V.
 - 1.6 **PERSONNEL SUB-COMMITTEE OF 20 MAY 1997** - Appendix VI.
 - 1.7 **DECENTRALISATION SUB-COMMITTEE OF 27 MAY 1997** - Appendix VII.
 - 1.8 **FINANCE AND PROPERTY SUB-COMMITTEE OF 27 MAY 1997** - Appendix VIII.

COUNCIL HELPLINE 0345 24 00 00 (Item 21, Page 1199)

2. There was submitted a report dated 22 April 1997 (circulated) by the Chief Executive to review the implementation of the Council's telephone helpline.

It was agreed to note:

- (i) that the system would be continually revised and monitored; and
- (ii) that a report on staffing would be submitted in due course.

**MEMBERSHIP OF THE CONVENTION OF
SCOTTISH LOCAL AUTHORITIES (Item 12, Page 353, 1995)**

3. There was submitted a report dated 16 May 1997 (circulated) by the Chief Executive which sought approval to remit an interim payment to the Convention of Scottish Local Authorities (CoSLA) in terms of the Council's membership contribution for 1997/98.

It was agreed to reaffirm the Committee's decision to be a member of the Convention of Scottish Local Authorities and approve an interim levy payment of £60,378.21 (inclusive of VAT) to CoSLA in respect of the Council's membership for 1997/98.

CORPORATE PLANNING FRAMEWORK (Item 4, Page 2065)

4. There was submitted a report dated 20 May 1997 (circulated) by the Chief Executive on the draft Corporate Plan with associated summaries of Service Plans and which recommended approval of the Corporate Plan for East Ayrshire.

It was agreed:

- (i) to approve the Corporate Plan for East Ayrshire Council subject to necessary corrections; and
- (ii) otherwise to note the contents of the report.

**BUSINESS EXCELLENCE MODEL -
APPLICATION TO EAST AYRSHIRE COUNCIL (Item 18, Page 1416)**

5. There was submitted a report (circulated) by the Chief Executive which outlined a proposal for the implementation of the Business Excellence Model within East Ayrshire in order to ensure that the key value, quality, was being achieved across the Council.

It was agreed:

- (i) to endorse the Business Excellence Model as the Council's approach to ensuring quality;
- (ii) that the Chief Executive arrange for interviews with potential training providers;
- (iii) that the Chief Executive appoint the successful training providers following interviews; and
- (iv) otherwise to note the contents of the report.

COMMUNITY COUNCIL - ADMINISTRATIVE ALLOWANCE

6. There was submitted a report dated 28 May 1997 (circulated) by the Director of Support Services which gave information of the position relative to the disbursement of administrative allowances to Community Councils and the consequent effect on the amount available for disbursement as Community Grants by Local Committees.

It was agreed to the disbursement to the Local Committees of the amounts detailed:

| | |
|------------------------------------|------------------|
| Northern Area Local Committee | £430.00 |
| Irvine Valley Local Committee | £928.00 |
| Kilmarnock North Local Committee | £619.00 |
| Kilmarnock Central Local Committee | £587.00 |
| Kilmarnock South Local Committee | £508.00 |
| Cumnock Area Local Committee | £1,478.00 |
| Doon Valley Local Committee | <u>£692.00</u> |
| Total | <u>£5,242.00</u> |

DEVELOPMENT OF INFORMATION AND ADVICE SERVICES (Item 2, Page 1590)

7. There was submitted a report dated 21 May 1997 (circulated) by the Director of Support Services on progress on the development plan for Information and Advice Services and which sought approval of proposed Local Office and other developments in 1997/98.

It was agreed:

- (i) to the proposals for the progressive development of Information and Advice Services and the capital, staffing and revenue funding proposals contained in the report;
- (ii) to remit to the Director of Support Services to continue to review the provision of services from Local Offices and to report to a future meeting; and
- (iii) to otherwise note the contents of the report.

ENERGY MANAGEMENT PROGRESS REPORT (Item 9, Page 1912)

8. There was submitted a report dated 19 May 1997 (circulated) by the Director of Support Services which indicated the progress in the implementation of the Energy Management Policy.

It was agreed:

- (i) that Departments include provision in 1998/99 budgets for funding in cases where only 50% Energy Efficiency Grants were given;
- (ii) that regular reports of energy and water consumption at Council premises continue to be made to this Committee;
- (iii) that a proportion of the savings achieved by the installation of water management systems be allocated in subsequent years to further work on other properties;

- (iv) that specific budget headings for installation of water management systems be included in subsequent years' budgets by all Departments; and
- (v) otherwise to approve the contents of the report.

PROPERTY ENQUIRY CERTIFICATES (Item 10, Page 780)

9. There was submitted a report dated 19 May 1997 (circulated) by the Director of Support Services to consider proposals for a revised East Ayrshire Council Property Enquiry Certificate service.

It was agreed:

- (i) that a Property Certificate be provided by East Ayrshire Council for £80 within five working days from date of receipt of enquiry;
- (ii) that the Director of Support Services be authorised to take appropriate action to ensure that the levels of service agreed are maintained; and
- (iii) that the situation be kept under review.

Councillor Hall joined the meeting during discussion of the above item.

SCOTTISH CONSTITUTIONAL CONVENTION (Item 8, Page 1049)

10. There was submitted a report dated 14 May 1997 (circulated) by the Director of Support Services which gave details of a request from the Scottish Constitutional Convention for support for (i) the development of a campaign; (ii) the Convention's task after the Election; and (iii) financial assistance to the Convention.

Councillor Sneller, seconded by Councillor Jackson, moved:

- (i) to support the matters contained in paragraph 3.1 of the report in relation to the development of a Campaign and the Convention's task after the Election; and
- (ii) to make a donation of £350 to the Convention subject to the funds not being used for publicity purposes defined in the Local Government Act 1986.

Councillor Nicoll, seconded by Councillor Coffey, moved as an amendment:

- (i) to support the matters contained in paragraph 3.1 of the report in relation to the development of a campaign and the Convention's task after the Election; and
- (ii) to make available £350 to the Social Work Department's budget to be allocated for grant assistance.

On a division by a show of hands the motion was carried by 10 votes to 4.

MANIFESTO FOR REFUGEES IN SCOTLAND

11. There was submitted a report dated 28 May 1997 (circulated) by the Director of Social Work on the Scottish Refugee Council's Refugee Manifesto and which sought support for this.

It was agreed:

- (i) to support and adopt the Manifesto;

- (ii) to register East Ayrshire Council's support for the Manifesto with the Scottish Refugee Council; and
- (iii) that the Director of Social Work provide Councillor Coffey with the details on the number of times Britain's obligations had been breached under the 1951 United Nations Convention on Refugees.

VOLUNTEER DEVELOPMENT SCOTLAND

12. There was submitted a report dated 28 May 1997 (circulated) by the Director of Social Work on the work of Volunteer Development Scotland (VDS) and requesting Committee to consider becoming a member of VDS as a means of confirming a working partnership.

It was agreed to endorse the work of Volunteer Development Scotland by taking up membership at a fee of £75 per annum.

PROPOSED ROAD SAFETY WORKING GROUPS

13. There was submitted a report dated 28 May 1997 (circulated) by the Director of Development Services recommending the establishment of a Member/Officer Working Group within East Ayrshire Council and to support the establishment of a Member/Officer Forum for Strathclyde in association with the Joint Police Board.

It was agreed:

- (i) to establish a Member/Officer Working Group on Road Safety with the remit and membership set out in paragraphs 3.1 to 3.3 of the report and that the nominations for the six Elected Members (five from the Administration, one from the Opposition) be submitted to the next Council meeting; and
- (ii) to endorse the establishment of a Strathclyde wide group involving the Police and Elected Members from all Councils within the Strathclyde Police Board area.

URBAN PROGRAMME TERMINATING PROJECTS - EVALUATION AND FUNDING (Item 6, Page 1910)

14. There was submitted a report dated 28 May 1997 (circulated) by the Chief Executive advising of the recommendations of the Evaluation Panels and Service Committees for Urban Programme Terminating Projects and which recommended funding in line with Council guidelines.

It was noted that a petition had been received objecting to the proposed closure of the Kilmarnock and Loudoun Furniture Redistribution Scheme. The Chair then clarified that it was never the intention to close the project, the only point at issue was the amount of funding for its continuation in whatever form. He then gave details of a meeting which had taken place with representatives from the Kilmarnock and Loudoun Furniture Redistribution Scheme and in light of the issues raised at the meeting, the Director of Social Work had made an adjustment to the recommendations contained in the report in relation to the funding for 1997/98 and subsequent years.

Councillor Sneller, seconded by Councillor Jackson, moved to recommend to Council the proposals for continuing the projects as follows:

(i)

| <u>Project</u> | <u>1997/98</u> | <u>Subsequent Years</u> | <u>Future Funding Source</u> |
|--|----------------|-----------------------------|----------------------------------|
| Altonhill Community Centre | 24,880 | 24,880 | Mainline |
| Hillhead projects (absorbed in new developments funded from other sources) | - | - | - |
| Crossroads Care Attendants Scheme | 70,000 | 129,800 | Contract |
| Kilmarnock & Loudoun Furniture Redistribution Scheme | 30,000 | 12,000 | Grant |
| Ayrshire Rape Crisis Group | 22,970* | 39,380* | Grant |
| Kilmarnock Women's Centre Users Group | 48,300 | 64,400 | Grant |
| Healthy Lifestyle Co-ordinator | <u>15,342</u> | <u>26,300</u> | Mainline |
| Total | <u>189,492</u> | <u>292,760</u> | |

*The costs noted related to East Ayrshire Council's contribution to the project, ie 50% of total cost. The balance in funding has been provided by North Ayrshire Council.

(ii) that a further report be submitted on the outcome of detailed discussions on the future operation of the Furniture Redistribution Scheme in relation to the adjusted funding proposals and an investigation of options in relation to accommodation.

Councillor Coffey, seconded by Councillor Nicoll, moved as an amendment to approve the proposals for continuing the projects as detailed above but that in connection with the Kilmarnock and Loudoun Furniture Redistribution Scheme to defer consideration of subsequent years funding meantime and to review in three months time in the light of a further report:

On a division by a show of hands the motion was carried by nine votes to four.

COMPULSORY COMPETITIVE TENDERING: PROPOSALS FOR REPLACEMENT

15. There was submitted a report dated 2 June 1997 (circulated) by the Director of Support Services on the Government's proposals to replace CCT and recommending the establishment of a Member/Officer Working Group.

It was agreed that a Member/Officer Working Group be established comprising Chair and Vice-Chair of the Policy and Resources Committee, Depute Leader of Council, Chair and Vice-Chair of the Commercial Operations Committee and Councillors Brailsford and Coffey.

PROCUREMENT OF REVENUE COLLECTION SYSTEMS

16. There was submitted a joint report dated 30 May 1997 (circulated) by the Directors of Finance and of Support Services on the progress towards procurement of replacement revenue collection systems and to propose procedures for the acceptance of tenders in terms of the Council's Financial Regulations.

It was agreed:

- (i) to delegate authority to the Chair's Sub-Committee of the Policy and Resources Committee to approve acceptance of a tender in terms of Section 24.4 of the Council's Financial Regulations; and
- (ii) otherwise to note the contents of the report.

GRANTS TO VOLUNTARY ORGANISATIONS

17. There was submitted a report dated 2 June 1997 (circulated) by the Chief Executive advising Committee of potential financial issues expressed by Ayrshire South Guide Association.

Having considered the financial information contained within the Appendix of the report and in order that the project could continue to provide its services, it was agreed that an interim payment of £500 be paid to the Ayrshire South Guide Association to cover the first six months of the financial year.

EXCLUSION OF PRESS AND PUBLIC

18. 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 9 of Schedule 7A of the Act.

INCENTIVE PRODUCTION SCHEME - GROUNDS MAINTENANCE

19. There was submitted a joint report dated 3 June 1997 (circulated) by the Directors of Commercial Operations and of Personnel Services which recommended approval of a scheme to achieve improved productivity in the Grounds Maintenance Service by introducing an incentive production bonus replacing the arrangements inherited from the former Authorities with an East Ayrshire Council scheme, subject to further consultation with the Trades Unions.

It was agreed to approve and introduce the incentive production scheme as detailed in the report.

PROPOSED DISPOSAL OF FORMER GLAISNOCK HOUSE OUTDOOR CENTRE, BENSTON ROAD, CUMNOCK (Item 5, Page 1735)

20. The Chair agreed that the following item of business be taken at this point.

There was submitted a report dated 28 May 1997 (circulated) by the Director of Support Services on the outcome of the recent marketing of former Glaisnock House Outdoor Centre, Benston Road, Cumnock.

It was agreed to accept the highest offer of £301,000 for the purchase of the former Glaisnock House Outdoor Centre, Benston Road, Cumnock submitted by Mr Ian

Gray and that the Head of Legal Services be instructed to conclude the transaction subject to the inclusion of any other conditions deemed necessary to safeguard the interests of the Council.

**LAND WITHIN COUNCIL OWNERSHIP AT
QUEENS DRIVE, KILMARNOCK (Item 15, Page 2090)**

21.1 Declaration of Interest

Councillor McIntyre declared a non-pecuniary interest in this item and left the meeting.

21.2 Consideration of Item

There was submitted a report dated 30 May 1997 (circulated) by the Director of Support Services on the outcome of the recent marketing of land within Council ownership at Queens Drive, Kilmarnock.

Presentations were given by each of the applicants followed by questions by Members.

Following the presentations from the parties on their development proposals it was agreed to continue further consideration of the matter to the Special Meeting of the Policy and Resources Committee to be held on 17 June 1997.

Councillor Kelly left the meeting during discussion of the above item.

The meeting terminated at 12 noon.