

**EAST AYRSHIRE COUNCIL****COMMUNITY SERVICES COMMITTEE****MINUTES OF MEETING HELD ON WEDNESDAY 27 MAY 1998 AT 1000 HOURS  
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,  
KILMARNOCK**

**PRESENT:** Councillors John Smith, Gordon McCredie, Drew McIntyre, Gordon Cree, Provost Robert Stirling, Councillors Alan Campbell, Kathleen Hall, Anne Hay, David Fulton, David Macrae, George Turnbull, Robert McDill, George Smith and Tommy Farrell.

**ATTENDING:** David Montgomery, Chief Executive; William Stafford, Director of Community Services; John F Crawford, Head of Protective Services; John Griffiths, Head of Leisure Services; Robert McCulloch, Outdoor Amenities Manager; Anna F Gallagher, Assistant Principal Solicitor; George Mair, Team Leader (Food); Julie Armstrong, Senior Administrative Officer; David Morgan, Public Relations Officer and Ian Gemmell, Administrative Officer.

**APOLOGIES:** Councillors Ronald Brailsford, Jane Darnbrough and David Sneller.

**CHAIR:** Councillor John Smith (Chair).

**SUB-COMMITTEE MINUTES**

1. There were submitted and approved, both as correct records and in respect of the recommendations contained therein, the undernoted Sub-Committee minutes (circulated):-
  - 1.1 **LICENSING SUB-COMMITTEE OF THE COMMUNITY SERVICES COMMITTEE - 13 MAY 1998 - APPENDIX I.**
  - 1.2 **LEISURE SUB-COMMITTEE OF THE COMMUNITY SERVICES COMMITTEE - 19 MAY 1998 - APPENDIX II.**

**EAST AYRSHIRE ENVIRONMENTAL FORUM**

2. There were submitted for information the minutes (circulated) of the undernoted meetings of the East Ayrshire Environmental Forum:-
  - 2.1 **EAST AYRSHIRE ENVIRONMENTAL FORUM - 25 MARCH 1998 - APPENDIX III.**
  - 2.2 **EAST AYRSHIRE ENVIRONMENTAL FORUM - 18 MAY 1998 - APPENDIX IV.**

**CAPITAL PROGRAMME 1998/99**

3. There was submitted a report dated 30 April 1998 (circulated) by the Director of Community Services which sought approval for capital programme expenditure on various projects in the current financial year and which requested that the Committee consider the naming of the new library and museum at Kilmaurs.

It was agreed:-

- (i) to note the ongoing expenditure on the following capital programme projects due for completion in 1998/99: (a) cemetery extensions at Kilmaurs and Riccarton; and (b) the new library, museum and local office facilities at Kilmaurs;

- (ii) that the Director of Community Services implement the other projects outlined in his report;
- (iii) that the Director of Community Services seek the views of the Northern Area Local Committee on a suggestion that the new library and museum at Kilmaurs be named "The Bob Beattie Memorial Library and Museum"; and
- (iv) otherwise to note the report.

#### **DEPARTMENTAL PROGRESS REPORT**

- 4. There was submitted and noted a report dated 12 May 1998 (circulated) by the Director of Community Services on progress within the Community Services Department.

#### **GROUNDS MAINTENANCE SERVICE LEVEL AGREEMENT IN RESPECT OF PERIOD TO 1 OCTOBER 1998**

- 5. There was submitted a joint report dated 19 May 1998 (circulated) by the Directors of Community Services and of Commercial Operations which sought approval to award Grounds Maintenance work for the period to 1 October 1998 to the Council's Department of Commercial Operations.

It was agreed to approve the service level agreement on Grounds Maintenance for the period to 1 October 1998, as detailed in the Directors' report.

#### **NATIONAL SPRING CLEAN 1998**

- 6. There was submitted and noted a report dated 7 May 1998 (circulated) by the Director of Community Services on action taken to support National Spring Clean 1998.

#### **DEVELOPMENT OF WASTE DISPOSAL STRATEGY: PROGRESS REPORT (Item 9, Page 2894)**

- 7. There was submitted and noted a report dated 7 May 1998 (circulated) by the Director of Community Services on progress made by the Member/Officer Working Group on the development of a Waste Disposal Strategy.

#### **ENFORCEMENT CONCORDAT (Item 8, Page 3058)**

- 8. There was submitted a report dated 11 May 1998 (circulated) by the Director of Community Services which advised of an invitation from CoSLA to sign up to and implement a new Concordat on Good Enforcement Practice which had been developed with Local Authorities and Central Government Agencies.

It was agreed:-

- (i) to accept the invitation to subscribe to the Concordat;
- (ii) that the Director of Community Services implement the terms of the Concordat; and
- (iii) otherwise to note the report.

## **FOOD SAFETY ENFORCEMENT POLICY DOCUMENT: RISK ASSESSMENT AND HAZARD ANALYSIS**

9. There was submitted a report dated 12 May 1998 (circulated) by the Director of Community Services on the development of the Food Safety Policy Document relative to the implementation of Regulation 4(3) of the Food Safety (General Food Hygiene) Regulations 1995.

There was given a presentation by George Mair, Team Leader (Food), on the new approach to Food Safety enforcement introduced by the above Regulations.

It was agreed:-

- (i) to recommend the adoption of the Enforcement Policy relative to Risk Assessment and Hazard Analysis;
- (ii) that the Director of Community Services make the necessary arrangements for appropriate publicity of the Policy to food businesses; and
- (iii) otherwise to note the report.

## **GRANT TO THE KILMARNOCK LEISURE CENTRE TRUST**

### **10.1 Declaration of Interest**

Councillors John Smith, Gordon McCredie and Provost Stirling declared a non-pecuniary interest in this matter in terms of Paragraph 12(b) of the National Code of Local Government Conduct.

The Chief Executive and the Director of Community Services, as ex-officio Trustees of the Trust, declared a non-pecuniary interest in this item.

### **10.2 Consideration of Item**

There was submitted a report dated 11 May 1998 (circulated) by the Head of Leisure Services which advised of continued financial assistance to the Kilmarnock Leisure Centre Trust and the proposed establishment of monitoring procedures under the terms of the Code of Guidance on Funding External Bodies "Following the Public Pound" issued by the Accounts Commission.

It was agreed:-

- (i) to note the grant of £967,450 awarded to the Kilmarnock Leisure Centre Trust for 1998/99;
- (ii) to require the Trust to submit monitoring reports on the Galleon Leisure Centre's performance at half year and financial year end to the Head of Leisure Services for reporting to this Committee; and
- (iii) that the Director of Finance report the Trust's annual audited accounts to the Policy and Resources Committee each year.

## **HOMES OF FOOTBALL EXHIBITION: PROGRESS REPORT**

11. There was submitted a report dated 11 May 1998 (circulated) by the Director of Community Services which advised of the success of the Homes of Football project to date.

It was agreed to note the progress to date and the forthcoming events in the Homes of Football project.

**OVERSEAS EXCHANGE - COUNTRYSIDE RANGER (Item 9, Page 3457)**

12. There was submitted a report dated 26 May 1998 (circulated) by the Director of Community Services which sought approval for a Countryside Ranger, currently employed at Dean Castle Country Park, to take part in an overseas exchange programme.

It was agreed to approve the participation of a Countryside Ranger in the Officer Exchange Programme.

The meeting terminated at 1055 hours.