

EAST AYRSHIRE COUNCIL**POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING OF HELD ON THURSDAY 13 MARCH 1997 AT 1000 HRS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS.
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors David Sneller, Irene Reeves, Douglas Reid, Ronald Brailsford, Jane Darnbrough, Jim O'Neill, Kathleen Hall, Bob Beattie, David Fulton, Kim Nicoll, George Turnbull, Eric Ross, Jim Kelly, Jimmy Boyd, Tommy Farrell and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; William Stafford, Director of Community Services; Gordon Clark, Director of Finance; 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; Roddy Wallace, Head of Administration; Kate McVey, Head of Legal Services; Douglas Campbell, Head of Public Relations and Marketing; George Malone, Principal Engineer; Sam McVey, Principal Surveyor; and Julie Armstrong, Senior Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Wilma Doyle, Provost Robert Stirling and Councillor Daniel Coffey.

CHAIR: Councillor David Sneller, Chair.

CHAIR'S REMARKS

Councillor Sneller intimated that it was exactly one year to the day since the Dunblane massacre and the members of the Committee then observed one minute's silence as a mark of respect in memory of the victims.

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 **CONTRACTING SUB-COMMITTEE (BUILDING MAINTENANCE) OF 28 JANUARY 1997** - Appendix I.
 - 1.2 **CONTRACTING SUB-COMMITTEE (SPORT AND LEISURE MANAGEMENT) OF 28 JANUARY 1997** - Appendix II.
 - 1.3 **CHAIR'S SUB-COMMITTEE OF 25 JANUARY 1997** - Appendix III.
 - 1.4 **MEMBERS' SERVICES SUB-COMMITTEE OF 30 JANUARY 1997** - Appendix IV.
 - 1.5 **CHAIR'S SUB-COMMITTEE OF 30 JANUARY 1997** - Appendix V.
 - 1.6 **CHAIR'S SUB-COMMITTEE OF 11 FEBRUARY 1997** - Appendix VI.
 - 1.7 **CIVIC CEREMONIAL SUB-COMMITTEE OF 19 FEBRUARY 1997** - Appendix VII.
 - 1.8 **PERSONNEL SUB-COMMITTEE OF 25 FEBRUARY 1997** - Appendix VIII.

1.9 DECENTRALISATION SUB-COMMITTEE OF 4 MARCH 1997 - Appendix IX.

1.10 FINANCE AND PROPERTY SUB-COMMITTEE OF 4 MARCH 1997 - Appendix X.

**BUDGETARY CONTROL SUMMARY STATEMENT -
POLICY AND RESOURCES TO 31 JANUARY 1997 (PERIOD 11)**

2. There was submitted and noted a report dated 5 March 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 31 January 1997 (period 11).

“THE CARING CUP” - EAST AYRSHIRE COUNCIL SPONSORSHIP

3. There was submitted a joint report dated 26 February 1997 (circulated) by the Directors of Social Work and of Support Services which sought approval for the sponsorship of “The Caring Cup” by East Ayrshire Council.

“The Caring Cup” was an award to recognise the achievements of a voluntary organisation or voluntary group involved in caring for people.

It was agreed:

- (i) that East Ayrshire Council co-sponsor The Caring Cup in 1997;
- (ii) to the participation of Social Work Department and Public Relations staff in the preparation for the event;
- (iii) that Councillor Boyd be a member of the judging panel for The Caring Cup;
- (iv) to authorise the Director of Social Work and Director of Support Services to make the necessary payment of £5,000 to the Evening Times (which would act as Treasurer for the co-sponsors); and
- (v) otherwise to note the contents of the report.

ADDICTION SEMINARS EAST AYRSHIRE

4. There was submitted a joint report dated 3 March 1997 (circulated) by the Directors of Social Work and of Education which sought approval to organise two seminars on addiction services, drug and alcohol issues and the development of a corporate approach to these matters within the Council.

It was agreed:

- (i) to approve the proposal for two half-day seminars to be delivered, the first for Elected Members and the second predominantly for senior Council employees as set out in Sections 3-5 of the report;
- (ii) that both presentations would be delivered during the period late April to mid-May 1997; and
- (iii) to authorise the Directors of Education and of Social Work to make the necessary arrangements for these seminars.

AFFILIATIONS

5.1 NUCLEAR FREE LOCAL AUTHORITIES

There was submitted a report dated 20 February 1997 (circulated) by the Director of Community Services on a request from the Scottish Steering Committee of Nuclear Free Local Authorities (NFLA) that East Ayrshire Council continue its affiliation to the Nuclear Free Local Authorities in the financial year beginning 1 April 1997.

It was agreed that the Council affiliate to Nuclear Free Local Authorities for the fee of £1,333 for 1997/98.

5.2 ROYAL ENVIRONMENTAL HEALTH INSTITUTE OF SCOTLAND

There was submitted a report dated 19 February 1997 (circulated) by the Director of Community Services on a request from the Royal Environmental Health Institute of Scotland that East Ayrshire Council pay an affiliation fee to that organisation.

It was agreed that the Council affiliate to the Royal Environmental Health Institute of Scotland for a fee of £150 for 1997.

5.3 CAMPAIGN FOR A SCOTTISH PARLIAMENT

There was submitted a report dated 27 February 1997 (circulated) by the Director of Support Services on a request from the Campaign for a Scottish Parliament to affiliate to the organisation.

It was agreed that the Council affiliate to the Campaign for a Scottish Parliament for a fee of £150 for 1997 on the condition that the funds were not used for publicity defined in the Local Government Act 1986.

MONITORING AND EVALUATION OF URBAN PROGRAMME PROJECTS - PROPOSED EVALUATION PANELS, ALLOCATION AND TIMESCALES (Item 5, Page 1726)

6. There was submitted a report (copy enclosed) by the Chief Executive proposing membership of the Panels who would carry out the evaluation of terminating Urban Programme Projects and associated timescale.

It was noted that in relation to Panel 3, as this project did not extend into the Kilmarnock North area, Councillor McCredie's name should be deleted from the panel.

It was agreed to:

- (i) the composition of the Evaluation Panels as follows:

Panel 1 - Councillors Jackson (Chair), Cree, McIntyre and Provost Stirling.

Panel 2 - Councillors Fulton (Chair), Kelly, McIntyre and Provost Stirling.

Panel 3 - Councillors Farrell (Chair), G Smith and Provost Stirling.

- (ii) that the Panels consider the performance of the following projects:

Panel 1 - Kilmarnock Women's Centre Users Group: and Ayrshire Rape Crisis Group (joint project with North Ayrshire Council).

Panel 2 - Kilmarnock and Loudoun Furniture Redistribution Scheme and Crossroads Care Scheme.

Panel 3 - Healthy Lifestyle Co-ordinator; and

- (iii) that the timescale for the evaluation process and subsequent Committee consideration would be as follows:
- (a) Project Evaluation - April 1997.
 - (b) Local Committee Confirmation -
Kilmarnock North - 1 May 1997
Kilmarnock South - 14 May 1997.
 - (c) Service Committee Recommendation -
Social Work Committee - 15 May 1997
Community Services Committee - 28 May 1997
 - (d) Policy and Resources Committee - 5 June 1997.

GRANTS TO VOLUNTARY ORGANISATIONS 1997/98

7. There was submitted a report dated 10 March 1997 (circulated) by the Chief Executive which proposed arrangements for the consideration of voluntary sector grants by the Policy and Resources Committee for 1997/98 and which made specific recommendations with regard to grant awards where it was suggested determination by made by the Committee.

It was agreed to:

- (i) note the arrangements previously agreed by the Committee in terms of the Transfer of Responsibility for Projects with a corresponding transfer of budgets as detailed in Section 3 of the report;
- (ii) accept the transfer of responsibility to the Policy and Resources Committee from Service Committees in respect of projects detailed in Section 4 of the report;
- (iii) agree to the recommendations contained within the report with regard to:
 - (a) grant applications transferring to the Policy and Resources Committee (as detailed in Section 4 of the report);
 - (b) grant applications remaining within the Policy and Resources Committee (as detailed in Section 5 of the report); and
 - (c) future funding arrangements for formal Rural Challenge activities (as detailed in Section 6 of the report);
- (iv) that no provision be made to have a dedicated budget for rural areas but that Officers bring forward proposals for the establishment of a Council-wide Challenge budget to support the Council's Social, Economic, Environmental and Equal Opportunities Strategies and Regeneration Initiatives;
- (v) the proposed Terms of Reference and arrangements for the establishment of five Member/Officer Groups comprising of four Elected Members (3 Administration, 1 Opposition) names to be agreed at the next Council meeting and the Chair of Policy and Resources Committee as an ex officio participant to cover the undernoted categories:

Support for the Unemployed

Young People

Women's Empowerment and Training Initiatives

Advice and Information

Equal Opportunities

- (vi) that a meeting take place with representatives of East Ayrshire Council for Voluntary Organisations to consult on the general approach East Ayrshire Council has taken towards voluntary sector support; and
- (vii) otherwise note the terms of the report.

AWARDING OF TENDER

8. There was submitted and noted a report dated 27 February 1997 (circulated) by the Director of Support Services to provide for information details of a tender which had been awarded as follows:

<u>Contractor</u>	<u>Contract</u>	<u>Amount</u>
Commercial Operations Department	Alterations to Council Headquarters, London Road, Kilmarnock - Phase 6	£171,742.80

ENERGY MANAGEMENT PROGRESS REPORT (Item 11, Page 1569)

9. There was submitted a report dated 24 February 1997 (circulated) by the Director of Support Services which indicated the progress on the implementation of the Energy Management Policy.

It was agreed:

- (i) to approve the contents of the report;
- (ii) to a programme of installation of water management at all Council premises and that Departments should make provision to introduce this self-financing programme which could be phased and targeted on high water using properties in the first instance;
- (iii) to a short-term programme of adding further sites to the monitoring and targeting system at six properties per month, this programme to begin with the corporate office accommodation and work progressively through the remaining of properties from largest to smallest; and
- (iv) that regular reporting of energy consumption on Council premises be made to this Committee.

SERVICE PLANS

10.1 SUPPORT SERVICES SERVICE PLAN AND IMPLEMENTATION STRATEGIES

There was submitted a report dated 25 February 1997 (circulated) by the Director of Support Services outlining the Department of Support Services Service Plan for 1996/99 and the Economic, Social and Environmental Implementation Strategies for consideration.

It was noted that there would be inserted at Page 5, para 8 of the Service Plan reference to the Children's Panel Advisory Committee.

It was agreed:

- (i) to approve the Support Services Service Plan for 1996-99;
- (ii) to the implementation Strategies 1, 2 and 3 appended to the report;
- (iii) that a report be submitted to the next meeting of the Finance and Property Sub-Committee by the Director of Support Services on the issue of the present status in relation to Departments receiving compensation in respect of cases of vandalism and criminal damage; and
- (iv) that the Director of Support Services, in consultation with the Department of Finance, issue guidance to all Departments on the procedure and opportunities for claiming compensation.

10.2 FINANCE DEPARTMENT SERVICE PLAN

There was submitted a report dated 7 March 1997 (circulated) by the Director of Finance outlining the proposed Service Plan for the Finance Department and seeking approval of the Plan.

It was agreed to approve the Finance Department Service Plan as appended to the report.

10.3 PERSONNEL SERVICES SERVICE PLAN

It was noted that this item had been withdrawn and would be submitted to the next meeting of the Personnel Sub-Committee of the Policy and Resources Committee in the first instance.

The Chief Executive then intimated that in future all Service Plans would be reviewed in October in order that this procedure might inform the process of budget construction for the following financial years.

Councillor Darnbrough left the meeting at this point.

DEPARTMENT OF SUPPORT SERVICES - LOCAL OFFICES REORGANISATION

11. It was noted that the report dated 3 March 1997 (circulated) by the Director of Support Services had been withdrawn and that a further report would be submitted to the next meeting of the Policy and Resources Committee.

CHANDNI WOMEN'S GROUP REQUEST FOR FUNDING

12. There was submitted a report dated 8 March 1997 (circulated) by the Director of Education on a request for funding from the Chandni Women's Group to celebrate Eid an important Asian cultural festival.

It was agreed:

- (i) to approve funding of £450 towards the cost of the celebration, being finance as requested minus £50 for gifts;

- (ii) commend the Eid celebration in the East Ayrshire Council area; and
- (iii) otherwise to note the contents of the report.

The meeting terminated at 1100 hrs