

**EAST AYRSHIRE COUNCIL****POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 12 MARCH 1998 AT 1000 HRS  
IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors David Sneller, Irene Reeves, Wilma Doyle, Ronald Brailsford, Provost Robert Stirling, Councillors Jane Darnbrough, Jim O'Neill, Kathleen Hall, Daniel Coffey, David Fulton, Kim Nicoll, Eric Ross, Jim Kelly, Tommy Farrell and Eric Jackson.

**ATTENDING:** David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive, William Stafford, Director of Community Services; Douglas Bulloch, Director of Social Work; Alex McPhee, Senior Depute Director of Finance; Graham Haugh, Depute Director of Personnel Services; Roddy Wallace, Head of Administration; Robert McLeary, Head of Property Services; David Mitchell, Principal Solicitor; Gerry McMenemy, Solicitor; and Julie Armstrong, Senior Administrative Officer.

**APOLOGIES:** Councillors Drew McIntyre, Douglas Reid, George Turnbull and Jimmy Boyd.

**CHAIR:** Councillor 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 VII of these Minutes.
  - 1.1 **MEMBERS' SERVICES SUB-COMMITTEE OF 29 JANUARY 1998** - Appendix I.
  - 1.2 **BEST VALUE SUB-COMMITTEE OF 13 FEBRUARY 1998** - Appendix II.
  - 1.3 **SPECIAL MEMBERS' SERVICES SUB-COMMITTEE OF 20 FEBRUARY 1998** - Appendix III.
  - 1.4 **PERSONNEL SUB-COMMITTEE OF 24 FEBRUARY 1998** - Appendix IV.
  - 1.5 **FINANCE AND PROPERTY SUB-COMMITTEE OF 3 MARCH 1998** - Appendix V.
  - 1.6 **PUBLICITY AND PUBLICATIONS SUB-COMMITTEE OF 3 MARCH 1998** - Appendix VI.
  - 1.7 **APEALS SUB-COMMITTEE OF 10 MARCH 1998** - Appendix VII.

**BUDGETARY CONTROL SUMMARY STATEMENT (POLICY AND RESOURCES)  
TO 2 JANUARY 1998 (PERIOD 10)**

2. There were submitted and noted the undernoted reports (circulated) by the Director of Finance which advised Members of the current budgetary control position and projected out-turn for the year for the period ended 2 January 1998 (Period 10), viz:-
  - (a) Policy and Resources (Support) - report dated 23 February 1998;
  - (b) Policy and Resources (Central) - report dated 23 February 1998; and
  - (c) Policy and Resources (Urban Aid Projects) - report dated 23 February 1998.

Councillors Hall and Ross joined the meeting during discussion of the above item.

**GENERAL SERVICES - THREE YEAR CAPITAL PLAN  
1998/99 TO 2000/2001**

3. There was submitted a report dated 25 February 1998 (circulated) by the Director of Finance to propose a three year General Services Capital Plan based on the latest information on the available capital resources.

It was agreed:

- (i) to approve the revision of the three year Capital Plan as shown in Appendix I of the report;
- (ii) to remit to each Service Committee to agree the details of its final programme within the block allocations as now set for the next three years and to proceed to implement accordingly subject to further review of actual and year end expenditure by the Policy and Resources Committee in December; and
- (iii) otherwise to note the contents of the report.

**COUNCIL TAX COLLECTION**

4. There was submitted a report dated 2 March 1998 (circulated) by the Director of Finance on the publication by the Accounts Commission of a report on a value for money study on Council Tax collection.

The Committee expressed its concern regarding the current low level of collection rate and agreed that the Director of Finance submit a report to the Finance and Property Sub-Committee to outline a plan, with cost implications, for improving the future collection rate.

**AUTHORITIES BUYING CONSORTIUM (ABC) (Item 2, Page 2257)**

5. There was submitted a report dated 25 February 1998 (circulated) by the Director of Support Services to consider a request from the Authorities Buying Consortium (ABC) which asked Member Authorities to commit themselves to the ABC membership and funding beyond 31 March 1998 and to review the current Minute of Agreement.

It was agreed:

- (i) to approve the recommendations adopted by the Authorities Buying Consortium Joint Committee as detailed in the report;
- (ii) to instruct Officers to prepare a new Minute of Agreement in accordance with the recommendations; and
- (iii) in the meantime to agree to the continued operation of the Consortium in accordance with the existing Minute of Agreement.

**AWARDING OF TENDERS**

6. There was submitted and noted report dated 24 February 1998 (circulated) by the Director of Support Services which provided, for information, details of tenders which had been awarded as follows:-

<u>Contract</u>	<u>Successful Contractor</u>	<u>Amount</u>
Supply and delivery of one people carrier	Arnold Clark Automobiles Kilmarnock	£14,148.13
Proposed alterations at Croft Street, Kilmarnock	East Ayrshire Council Commercial Operations, Kilmarnock	£24,047.80
Supply and delivery of printing and related services	Microgen UK Ltd, Glasgow	£138,000

**EAST AYRSHIRE COUNCIL COMMUNITY COUNCIL SCHEME 1997 -  
OUTCOME OF ESTABLISHMENT PROCESS (Item 4, page 1990)**

7. There was submitted a report dated 2 March 1998 (circulated) by the Director of Support Services on (a) the outcome of the establishment of Community Councils in East Ayrshire under the East Ayrshire Council Community Council Scheme 1997; (b) a proposed review of the Scheme; and (c) the preparation of a Code of Practice for exchange of information.

It was agreed:

- (i) to authorise the Director of Support Services to undertake a review of the Scheme, in terms of the Local Government (Scotland) Act 1973, in consultation with Community Councils, the public and the Members;
- (ii) to remit to the Director of Support Services to undertake the necessary statutory public notification of this decision in terms of Section 53(3) of the Local Government (Scotland) Act 1973;
- (iii) to authorise the Director of Support Services to undertake the preparation of a Code of Practice in consultation with all Council Departments and East Ayrshire Community Councils; and
- (iv) to remit to the Director of Support Services to continue to attempt to establish those Community Councils which failed to meet the criteria for establishment in 1997/98.

**COMMUNITY SAFETY STRATEGY (Item 19, page 2611)**

8. There was submitted a report dated 25 February 1998 (circulated) by the Director of Community Services on the results of the consultation carried out in relation to the draft Community Safety Strategy and which invited the Committee to approve the Strategy in full.

It was agreed:

- (i) to adopt the draft Community Safety Strategy in full;
- (ii) that the Director of Community Services implement the issues contained within the Action Plan; and
- (iii) otherwise to note the contents of the report.

**SOCIAL EXCLUSION IN SCOTLAND -  
SCOTTISH OFFICE CONSULTATION PAPER**

9. There was submitted a report dated 4 March 1998 (circulated) by the Director of Social Work on a consultation exercise which was currently being undertaken by the Scottish Office on how best to tackle social exclusion in Scotland and which invited Committee to approve the draft response attached to the report.

It was agreed:

- (i) to approve the Appendix to the report as East Ayrshire Council's response to the Scottish Office consultation document on Social Exclusion in Scotland; and
- (ii) otherwise to note the contents of the report.

**EAST AYRSHIRE ZERO TOLERANCE GROUP (Item 5, Page 2065)**

10. There was submitted a report dated 26 February 1998 (circulated) by the Director of Social Work which provided information in relation to the progress of the Zero Tolerance Group within East Ayrshire.

It was agreed :

- (i) to continue to support both Zero Tolerance Charitable Trust and the East Ayrshire Zero Tolerance Group;
- (ii) to pay the affiliation cost for 1998/99 to Zero Tolerance Charitable Trust of £4,000;
- (iii) to make available £800 to the East Ayrshire Zero Tolerance Group for action in 1998/99;
- (iv) that information be provided to Members on the total number of signatures collected in the Justice Pledge which supported a series of recommendations for those with responsibility for administering criminal justice in Scotland; and
- (v) otherwise to note the content of the report.

**MEMBER/OFFICER APPOINTMENT ON EXTERNAL  
COMPANIES AND TRUSTS (Item 6, Page 1992)**

11. There was submitted a report dated 4 March 1998 (circulated) by the Director of Support Services to raise Members and Officers' awareness of the personal duties and responsibilities which they undertake when they accept appointments as Directors or Trustees of external companies or organisations and which highlighted the requirement for separate indemnity arrangements outwith the Council's own insurance arrangements where such appointments were held.

It was agreed:

- (i) that the Council's list of Member/Officer external appointments be updated in accordance with paragraph 7.1 of the report;
- (ii) that all Members and Officers be made aware of the need for separate indemnity cover retrospectively and in the future when they accept appointments as Trustees or Directors of external companies or organisations; and
- (iii) that the requirements for and details of all such Members and Officers' indemnities be prescribed in terms of a protocol between the Director of

Finance and the Director of Support Services and thereafter be incorporated in the Council's Financial Regulations.

**URBAN PROGRAMME TERMINATING PROJECTS 1998/99 -  
THE FINDINGS OF THE EVALUATION PANEL (Item 11, Page 2761)**

12. There was submitted a report dated 27 February 1998 (circulated) by the Chief Executive on the recommendations made by the Evaluation Panel in respect of the future operation and funding of those projects terminating in 1998/99 ensuring alignment with available budgets.

There was also circulated a revised page 17 to the report and an Appendix which was omitted from the papers.

The Committee then considered each project separately as follows:

**The Exercise Consultation Project**

It was agreed:

- (i) that the Exercise Consultation Project be mainlined at a cost of £31,700 (full year costs) which reflected a saving of £4,500 to allow the project to maintain core services; and
- (ii) that the Director of Community Services submit to the next meeting of the Community Services Committee a development plan detailing a proposed programme of work for the project taking account of the extended geographic remit to all of East Ayrshire and the priorities of the Council as reflected within its core strategies.

**The Newlands Drive Recreation Project**

It was agreed:

- (i) that the project had met and exceeded both its original aims as submitted to the Scottish Office and the supplementary objectives developed in the course of the project's operation;
- (ii) to note that in common with similar Council facilities elsewhere in East Ayrshire support would be provided in future by the Community Services Department; and
- (iii) that funding be discontinued and the project be terminated at the end of its period of Urban Programme funding.

**Mobile Play Project**

It was agreed:

- (i) that the Mobile Play Project be mainlined at £35,700 (full year costs) which reflected a saving of £5,000; and
- (ii) that the Director of Community Services submit to the next meeting of the Community Services Committee a development plan proposing a programme of work taking account of the extended geographic remit to cover the whole of East Ayrshire and the priorities of the Council as reflected within its core strategies.

**Citizens Advocacy Project**

It was agreed:

- (i) that the project be granted £18,000 (full year cost) which reflected a saving of £47,000 having taken into account that the equivalent level of funding (£47,000) had been secured on a joint funding basis from the Health Board and the Social Work Department thereby ensuring that the project was able to provide a valuable resource to its service users;
- (ii) that the focus of the project be extended to offer its services to residents within East Ayrshire with a focus upon people with learning difficulties and mental health problems;
- (iii) that the extension of the service to cover the whole of East Ayrshire would be on the basis of non-centre based services being considered; and
- (iv) that the Director of Social Work would take steps to prepare a service level agreement which would identify eligibility for service provision, target resources, establish activity levels and initiate clear monitoring and evaluation processes.

#### **Northwest Kilmarnock Lone Parent Resource Project (The Avenue Project)**

It was agreed:

- (i) that funding amounting to £77,699 (full year costs) be awarded which reflected a saving of £31,601 to allow the project to maintain core services;
- (ii) that the current geographic focus be maintained on the basis of need; and
- (iii) that the Director of Social Work contract with the project to agree a service level agreement to reflect the priorities set out within the proposed Children's Service Plan, the findings of the Member/Officer Group on Women's Empowerment and Training and establish the criteria for referral to the project and the target population, including geographical areas covered together with expected outcomes and monitoring and evaluation procedures.

#### **Community Service Volunteer (CSV) Befriending Project**

It was agreed that the work of the project be incorporated within the responsibility of the Social Work Department at an annual cost of £50,554 (full year costs) which reflected a saving of £56,446 which would allow core services to continue on a more cost effective basis within the context of the Council's proposed Children's Service Plan.

#### **Kilmarnock Car Project**

It was agreed:

- (i) to note that the project, whilst meeting its original objectives, had encountered a number of operational difficulties;
- (ii) that one year's additional funding be awarded subject to the organisation making effective progress with regard to through-put, tracking and targeting of young people (ie six month's funding from the Council at the end of Urban Programme funding in September 1998);
- (iii) that a sum of £55,343 (full year costs) be award reflecting a saving of £14,157;
- (iv) that the Director of Social Work introduce a service level agreement which would identify eligibility for service provision, target resources, establish activity levels and initiate clear monitoring and evaluation processes; and
- (v) that the project again be evaluated by the Policy and Resources Committee to monitor its progress early in 1999.

### **Shortlees/Riccarton Neighbourhood Care Scheme**

It was agreed:

- (i) that the project had met and exceeded both its original aims as submitted to the Scottish Office and the supplementary objectives developed in the course of the project's operation;
- (ii) that within the context of the present day arrangements made by the Council and its partners for service delivery, more cost effective arrangements could be met for the delivery of the service via the Social Work Department;
- (iii) that funding be discontinued and the project be terminated at the end of its period of Urban Programme funding and that an amount of £35,000 (full year costs) be allocated to the Social Work Committee to enable the Department to assess appropriate need and respond accordingly; and
- (iv) that it be remitted to the Director of Social Work to establish arrangements for the phasing out of the project and the phasing in of the alternative arrangements to be carried out by the Social Work Department and that, to facilitate transitional arrangements, an additional one-off allocation of up to £10,000 as necessary be transferred to the Social Work budget.

### **Newlands Drive and Knowehead Play Areas**

The Committee noted:

- (i) that funding related to initial capital only; and
- (ii) that the Director of Community Services had confirmed that any revenue costs associated with the play areas would be met from within existing resources of the Community Services Department.

### **Multi-Authority Urban Programme Projects**

It was agreed that no future funding be allocated in respect of the Action Resource Centre and Financial Support to Business.

## **EXCLUSION OF PRESS AND PUBLIC**

14. 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 the paragraph of Schedule 7A of the Act as shown against each item.

### **URBAN PROGRAMME - TERMINATING PROJECTS 1998/99 - PERSONNEL IMPLICATIONS ARISING FROM THE REPORT ON THE FINDINGS OF THE EVALUATION PANEL (PARA 1) (Item 11, Page 2761)**

15. There was submitted a report dated 27 February 1998 (circulated) by the Director of Personnel Services which advised of the personnel implications which arose from the recommendations of the Evaluation Panel in respect of the future operation and funding of those Urban Programme Projects terminating in 1998/99.

It was agreed:

- (i) to approve the actions recommended by the Director of Personnel Services in respect of each of the projects as detailed in Sections 3 to 10 of the report;
- (ii) that any staff affected be given access to the Council's vacancy list; and

(iii) otherwise to note the contents of the report.

### **PROPOSED DISPOSAL OF SITE AT BLAIR ROAD, HURLFORD (PARA 9)**

15. There was submitted a report dated 26 February 1998 (circulated) by the Director of Support Services which requested the Committee to authorise the Head of Legal Services to dispose of the site of the former St Paul's Primary School, Blair Road, Hurlford as shown on the plan attached to the report to Dalgarnen Construction Ltd.

It was agreed that the Head of Legal Services accept the offer of £80,000 from Dalgarnen Construction Ltd for the site of the former St Paul's Primary School, Hurlford subject to the conditions outlined in Section 6 of the report.

Provost Stirling and Councillors Hall and Farrell left the meeting at this point.

### **RE-ADMITTANCE OF PRESS AND PUBLIC**

16. The Press and public were re-admitted at the point.

### **DESIGNED TO CARE - REVIEWING THE NATIONAL HEALTH SERVICE IN SCOTLAND - GOVERNMENT WHITE PAPER**

17. Marjorie Durie of Ayrshire and Arran Health Board gave a presentation to the Committee in connection with the publication of the NHS White Paper "Designed to Care".

The presentation outlined the preferred configurations of the new Acute Hospital Trust and Primary Care Trust for Ayrshire and Arran and Members then asked questions.

Councillors Kelly, Ross and Nicoll left the meeting at this point.

The Committee then considered a report dated 24 February 1998 (circulated) by the Director of Social Work which advised of the contents of the recent White Paper "Designed to Care - Reviewing the National Health Service in Scotland" which requested the Committee to endorse the Council's response to the Board General Manager, Ayrshire and Arran Health Board regarding the reconfiguration of the new Primary and Acute Hospital Trusts.

It was agreed:

- (i) to endorse the response to the Health Board on the reconfiguration of the Trusts, as shown in Appendix II of the report;
- (ii) that the Chief Executive write to the Secretary of State regarding membership of Health Boards and Trusts as outlined in Section 5.2 of the report;
- (iii) that the Director of Social Work inform the Health Board of the points raised at the meeting; and
- (iv) otherwise to note the contents of the report.

The meeting terminated at 1210 hrs.