

**EAST AYRSHIRE COUNCIL****KILMARNOCK SOUTH LOCAL COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 4 APRIL 1996 AT 1000 HOURS IN THE COMMUNITY CENTRE, BLACKSYKE AVENUE, SHORTLEES**

**PRESENT:** Councillors Jane Darnbrough and Robert Stirling.

**ATTENDING:** Fiona Lees, Depute Chief Executive; Ken Robinson, Principal Administrative Officer and Ian Gemmell, Administrative Officer.

**CHAIR:** Councillor Jane Darnbrough in the Chair.

**CHAIR'S REMARKS**

1. The Chair opened the meeting by welcoming those present, noting that there were 18 members of the public in attendance. He explained the aim of the Council in the establishment of a Local Committee structure, to further the Council's strategy for decentralisation as outlined in the reports by the Chief Executive, copies of which had been issued to those present.

**KILMARNOCK SOUTH LOCAL COMMITTEE - QUORUM AND TERMS OF REFERENCE**

2. There was submitted a report dated 20 March 1996 (circulated) by the Chief Executive advising the Local Committee of its quorum and terms of reference.

It was agreed that the quorum for meetings be fixed at two; and to note the Terms of Reference as detailed the Appendix to these Minutes.

**LOCAL PLANNING COMMITTEES**

3. There was submitted a report dated 21 March 1996 (circulated) by the Chief Executive advising the Local Committee of arrangements for consideration of relevant planning applications by Local Planning Committees.

The Committee noted:-

- (i) the requirement to form a Local Planning Committee.
- (ii) that the quorum had been fixed at four Members;
- (iii) that the Local Planning Committee would consist of the members of the Council who were members of the relevant Local Committee, together with sufficient members drawn from the Chair of the Decentralisation Sub-Committee, the Chair and Vice-Chair of the Policy and Resources Committee and the Chair and Vice-Chair of the Development Services Committee to ensure a quorum is present;
- (iv) that the Local Planning Committees would hold their meetings immediately before the meetings of the Local Committees; and
- (v) that a Seminar would be held for Members of the Local Committee before the first business meeting of the Local Planning Committee on the operation of the Scheme of Delegation.

### **COMMUNITY INVOLVEMENT IN THE LOCAL COMMITTEE PROCESS**

4. There was submitted a report dated 21 March 1996 (circulated) by the Chief Executive advising the Local Committee with regard to the involvement of community representatives.

The Local Committee noted that in relation to item 2.2 of the report the word "discussion" should be substituted for the word "elections" which had been printed in error.

Having considered the report which outlined the measures adopted by the Council in this connection and as set out in the document "Putting the Community First: A Preliminary Scheme for Decentralisation", the Local Committee agreed:-

- (i) to invite the following organisations each to nominate a representative to serve on the Kilmarnock South Local Committee:-
  - (a) Shortlees Community Council;
  - (b) Bellfield Community Council;
  - (c) Riccarton Community Council;
  - (d) Riccarton Community Association;
  - (e) South Kilmarnock Elderly Forum;
  - (f) South Kilmarnock Health Forum;
  - (g) Shortlees Pre Fives Group;
  - (h) Shortlees Before and After School Care;
  - (i) Kilmarnock Forum on Disability; and
  - (j) An appropriate local youth organisation.
- (ii) to consider at a future meeting the possible appointment of a Church representative to serve on the Local Committee;
- (iii) to seek the agreement of the Decentralisation Sub-Committee of the Policy and Resources Committee to the number of community representatives on the Kilmarnock South Local Committee exceeding the prescribed number by two;
- (iv) to instruct the Director of Support Services to make contact with the appropriate local organisations to enable them to begin the process of nominating their representatives;
- (v) otherwise to note the contents of the report.

### **ARRANGEMENTS FOR COMMUNITY FORUM MEETINGS**

5. There was submitted a report dated 21 March 1996 (circulated) by the Chief Executive advising the Local Committee of the requirement to organise Community Forum meetings.

Having noted the Commitment to have four Community Forum meetings during the first year and that the first Community Forum would be held in an evening during late May, it was agreed:-

- (i) that the first Community Forum should be held in Riccarton Community Centre;

- (ii) that the Council's Economic Strategy should be an agenda item on the first Community Forum meeting; and
- (iii) to consider at the next meeting of the Local Committee, further issues which should be included on the agenda of a Local Forum meeting.

The meeting terminated at 1035 hours.

**APPENDIX****KILMARNOCK SOUTH LOCAL COMMITTEE - TERMS OF REFERENCE**

- (a) to ensure that the delivery of Council services and the utilisation of its resources, at a local level, reflect the policies and priorities of the Council.
- (b) to identify local issues, priorities and opportunities and ensure the responsiveness of individual service plans and activities accordingly.
- (c) to ensure that Council services work together at a local level to adopt an effective common response to local issues wherever appropriate;
- (d) to provide a focus for community participation in the process of Council decision-making and a vehicle for liaison between the wider community and Council services;
- (e) to support the activities of voluntary organisations and community groups by:-
  - the development of systems of information and advice;
  - the distribution of grant funds; and
  - the creation and ongoing support of local forums;
- (f) to make decisions about grants relevant specifically to the Committee's area;
- (g) to bring forward for consideration centrally, proposals for change in Council policy, practice and resources allocation, in order to make these more sensitive to the needs of their local area;
- (h) at a local level, to develop joint working practices with other agencies for example the Health Board on issues of local interest;
- (i) to publicise and promote the activities of the Council at a local level; and
- (j) to carry out other functions as may be determined by the Council.