

EAST AYRSHIRE COUNCIL**POLICY AND RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON THURSDAY 18 MARCH 1999 AT 1000 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Sneller, Drew McIntyre, Irene Reeves, Douglas Reid, Jim O'Neill, Daniel Coffey, David Fulton, Eric Ross, Jimmy Boyd, John Smith and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; Alex McPhee, Director of Finance; Iain McLachlan, Director of Personnel Services; Douglas Bulloch, Director of Social Work; Barbara Haughan, Director of Support Services; John Griffiths, Head of Leisure Services; Helen Dick, Head of Performance; Alan Neish, Head of Planning and Building Control; Ian Arnott, Corporate Accounting Manager; David Hunter, Insurance and Risk Manager; Bill Walkinshaw, Principal Administrative Officer; David Mitchell, Principal Solicitor; Gwen Barker, Service Officer, Social Work; Robin Baker, Treasury Services Manager and Julie Armstrong, Senior Administrative Officer.

APOLOGIES: Provost Robert Stirling and Councillors Kathleen Hall, Kim Nicoll, Robert McDill and Tommy Farrell.

CHAIR: Councillor David Sneller, Chair.

SUB-COMMITTEE MINUTES

1. There were submitted and approved both as a correct record and in respect of any recommendations contained therein, the undernoted Sub-Committee Minutes as contained in Appendices I to VI of these Minutes.
 - 1.1 **RECRUITMENT SUB-COMMITTEE OF 10 FEBRUARY 1999** - Appendix I
 - 1.2 **RECRUITMENT SUB-COMMITTEE OF 18 FEBRUARY 1999** - Appendix II
 - 1.3 **RECRUITMENT SUB-COMMITTEE OF 24 FEBRUARY 1999** - Appendix III
 - 1.4 **CHAIR SUB-COMMITTEE OF 24 FEBRUARY 1999** - Appendix IV
 - 1.5 **PERSONNEL AND PROPERTY SUB-COMMITTEE OF 2 MARCH 1999** - Appendix V
 - 1.6 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF 4 MARCH 1999** - Appendix VI

Councillor Ross joined the meeting at this point.

**BUDGETARY CONTROL SUMMARY STATEMENTS TO 29 JANUARY 1999
(PERIOD 11)**

2. There were submitted and noted the undernoted reports (circulated) on the current budgetary control position and projected out-turn for the period ended 29 January 1999 (Period 11), viz:-
 - 2.1 **POLICY AND RESOURCES (CENTRAL)** - Report by the Director of Finance dated 3 March 1999.

The Committee also agreed that £0.300m be transferred from the General Services Capital Consent to Revenue Support Grant.

- 2.2 POLICY AND RESOURCES (SUPPORT)** - Joint report by the Directors of Finance and of Support Services dated 3 March 1999.
- 2.3 POLICY AND RESOURCES (URBAN AID PROJECTS)** - Report by the Director of Finance dated 2 March 1999.

**BUDGETARY CONTROL SUMMARY STATEMENT - GENERAL SERVICES
REVENUE ACCOUNT TO 29 JANUARY 1999 (PERIOD 11)**

3. There was submitted and noted a report dated 11 March 1999 (circulated) by the Director of Finance on the current budgetary control position of the General Services Revenue Account for the period ended 29 January 1999 (Period 11).

REPORTS OF BUDGET MONITORING GROUP

4. There were submitted and noted reports (circulated) of the following meetings, viz:-
- 4.1 BUDGET MONITORING GROUP OF 3 FEBRUARY 1999**
- 4.2 BUDGET MONITORING GROUP OF 4 MARCH 1999**

**BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE
ACCOUNT TO 29 JANUARY 1999 (PERIOD 11)**

5. There was submitted and noted a joint report dated 3 March 1999 (circulated) by the Directors of Finance and of Housing on the current budgetary control position and the projected out-turn for the year for the Housing Revenue Account to 29 January 1999 (Period 11).

STATISTICAL INFORMATION ON REVENUE COLLECTION

6. There was submitted and noted a report dated 11 March 1999 (circulated) by the Director of Finance on the position of the Council with regard to billing and collection of local taxes as at 29 January 1999.

PROPOSED NON-DOMESTIC RATES WRITE-OFFS

7. There was submitted a report dated 8 March 1999 (circulated) by the Director of Finance which recommended that non-domestic rates debt relating to 1993/94, 1994/95 and 1995/96 be written off within the financial year 1998/99.

It was agreed:-

- (i) to approve the write-off in the 1998/99 financial year of the sums detailed below:-

Year	Non-Domestic Rates £	Statutory Additions £	Grand Total £
1993/94	646,488.52	81,922.63	728,411.15
1994/95	488,205.34	12,389.17	500,594.51
1995/96	921,963.52	58,946.84	980,910.36
TOTAL	2,056,657.38	153,258.64	2,209,916.02

- (ii) otherwise, to note the contents of the report.

AYRSHIRE VALUATION JOINT BOARD - CAPITAL PROGRAMME 1998/99

8. There was submitted a report dated 11 March 1999 (circulated) by the Director of Finance which sought approval to fund East Ayrshire Council's share of the Valuation Joint Board Capital Expenditure for 1998/99.

It was agreed:-

- (i) to the requested level of funding of £21,000;
- (ii) that the Director of Finance transfer the £21,000 contribution prior to the end of the financial year; and
- (ii) otherwise, to note the contents of the report.

INTERIM REPORT ON FUNDING EXTERNAL BODIES AND FOLLOWING THE PUBLIC POUND (Item 11, Page 4029)

9. There was submitted a report dated 17 February 1999 (circulated) by the Chief Executive which advised of the current position on the review being undertaken in terms of the Code of Funding External Bodies and following the Public Pound.

It was agreed:-

- (i) to note the work carried out on the review of external funding arrangements;
- (ii) that the Working Group on External Funding submit a final report on funding External Bodies to a future meeting of this Committee; and
- (iii) otherwise, to note the contents of the report.

LAND USE PLANNING UNDER A SCOTTISH PARLIAMENT: CONSULTATION PAPER

10. There was submitted a report dated 3 March 1999 (circulated) by the Director of Development Services which advised of the contents and main issues identified in the above papers and requested the Committee to agree a response.

It was agreed:-

- (i) to note the main issues raised through the Consultation Paper; and
- (ii) to the proposed response by the Director of Development Services as contained in the report.

AWARDING OF TENDERS

11. There was submitted and noted a report dated 3 March 1999 (circulated) by the Director of Support Services which provided for information details of lowest satisfactory tenders which had been awarded as follows:-

CONTRACTS	SUCCESSFUL CONTRACTOR	AMOUNT
External Wall Repairs, Civic Centre, Kilmarnock	Kelburne Construction Ltd, Kilmarnock	£22,497.83

CONTRACTS	SUCCESSFUL CONTRACTOR	AMOUNT
Electrical Re-wiring and heating works to Upper Floor, Council Offices, Croft Street, Kilmarnock	The D H Morris Group, Glengarnock	£46,706.12
Maintenance of Manufactured ISDX Telephone Equipment at various Ayrshire Council sites	GPT BT, Glasgow	£13,485.67

SERVICE LEVEL AGREEMENT - CORE DOCUMENTATION (Item 2.2, Page 3179)

12. There was submitted a report dated 8 March 1999 (circulated) by the Chief Executive which recommended the principal components for the development of future Service Level Agreements between the Council and certain voluntary/community organisations.

It was agreed:-

- (i) to approve the principal components to be contained within the core documentation;
- (ii) that the Chief Executive would submit to a future Committee individual schedules for (a) Bellsbank Women's Project, (b) Northwest Kilmarnock Youth Project and (c) Youth Information Project; and
- (iii) otherwise, to note the contents of the report.

PARTNERSHIP AGREEMENT AND WORK PROGRAMME BETWEEN THE COUNCIL OF VOLUNTARY ORGANISATIONS (EAST AYRSHIRE) (CVO) AND EAST AYRSHIRE COUNCIL (Item 17, Page 1571)

13. There was submitted a report dated 4 March 1999 (circulated) by the Chief Executive on the work programme prepared by the Council of Voluntary Organisations (East Ayrshire) in partnership with Council Officers and which sought approval for the signing of the amended partnership agreement between East Ayrshire Council and the Council of Voluntary Organisations.

It was agreed:-

- (i) to approve the revised partnership agreement as shown attached as Appendix 1 to the report;
- (ii) that the Chief Executive make the necessary arrangements for the signing of the agreement; and
- (iii) otherwise, to note the contents of the report.

KILMARNOCK CREDIT UNION - PARTNERSHIP AGREEMENT

14. There was submitted a report dated 8 March 1999 (circulated) by the Chief Executive which informed of the work of the Kilmarnock Credit Union and which sought approval for (i) the formation of a partnership agreement between the Credit Union

and the Council; and (ii) an interim funding package for the Credit Union's development.

It was unanimously agreed:-

- (i) to the proposed terms for the partnership agreement between the Council and the Credit Union;
- (ii) to make an initial grant award of £5,000; and
- (iii) otherwise, to note the contents of the report.

CONTRACT PROCUREMENT (Item 20, Page 4203)

15. It was agreed in terms of Standing Order 51 to re-consider this matter.

There was submitted a joint report dated 15 March 1999 (circulated) by the Directors of Social Work and of Support Services on the proposed method of Contract Procurement, in respect of the supply and installation of adaptations, namely ramps, stairlifts, showers and external handrails together with proposed arrangements for awarding building maintenance specialist contract for fence, rail and balustrade work.

It was agreed:-

- (i) to approve the Contract Procurement and award proposals in terms of Section 3 of the report;
- (ii) that a Special Meeting of this Committee be held on Thursday 29 April 1999 to consider tenders received for the building maintenance specialist contract for fence, rail and balustrade work and take appropriate action; and
- (iii) otherwise, to note the contents of the report.

SOCIAL INCLUSION PARTNERSHIP PROGRAMME (Item 18, Page 4202)

16. There was submitted a report dated 8 March 1999 (circulated) by the Chief Executive which advised of the outcome of the Social Inclusion Partnership Bid submitted to the Scottish Office on 15 January 1999 and updated Members on actions taken to establish a Social Inclusion Programme throughout the Authority.

Having noted that at paragraph 5.2, the core teams would also include appropriate representation from the Department of Homes and Technical Services in respect of the Housing aspect it was agreed:-

- (i) to approve the staffing implications set out in Section 6 of the report;
- (ii) to the utilisation of the funds set out in Section 7.3 of the report by the Strategic Partnership Group;
- (iii) that the Chief Executive report on the establishment of the area teams (as detailed in Section 5.1 of the report) to a future meeting of the Policy and Resources Committee; and
- (iv) otherwise, to note the contents of the report.

URBAN PROGRAMME TERMINATING PROJECTS 1999/2000 - THE FINDINGS OF THE EVALUATION PANEL (Item 10, Page 4028)

17. There was submitted a report dated 12 March 1999 (circulated) by the Chief Executive on the recommendations made by the Evaluation Panel in respect of the

future operation and funding of those Urban Programme Projects terminating in 1999/2000.

The Committee then considered each Project separately as follows:-

17.1 Energy Advice Unit

It was agreed:-

- (i) that the Unit be mainlined at a cost of £44,228 (full year costs) reflecting a saving of £5,087;
- (ii) that the Director of Housing keep the activities of the Project under review with appropriate financial adjustments being made in respect of any activities which would require to be funded from the General Services Budget; and
- (iii) that any comments made by the Doon Valley Local Committee be taken into account by the Director of Housing with regard to the operation of the Project within that area.

17.2 The Forge Ahead Project

It was agreed:-

- (i) that the Forge Ahead Project be mainlined at full year costs of £89,474; and
- (ii) that the work of the project be expanded into the areas of Muirkirk and New Cumnock within existing resources.

17.3 Newlands Drive Sports Pitch/Changing Room Project

It was agreed that the Project be mainlined at full year costs of £4,500 reflecting a saving of £25,255.

17.4 Kilmarnock Car Project

Councillor Sneller seconded by Councillor Jackson moved:-

- (i) that funding be discontinued and the Project be terminated;
- (ii) that the Director of Social Work work with the Projects Management Committee to phase out the work of the Project and identify the needs of the young people currently receiving a service in order to provide them with an appropriate service from within the range of resources available to the Council; and
- (iii) that a sum of £50,000 be set aside against which bids would be invited, for the purpose of funding activities meeting the identified needs of young people in Northwest Kilmarnock.

Councillor Coffey seconded by Councillor Reid moved as an amendment support for the Project and against the recommendation to terminate.

On a division by a show of hands the motion was carried by 9 votes to 2.

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

**URBAN PROGRAMME TERMINATING PROJECTS - PERSONNEL
IMPLICATIONS ARISING FROM THE REPORT ON THE FINDINGS OF THE
EVALUATION PANEL (PARA 1) (Item 17, Page 4390)**

19. There was submitted a report dated 12 March 1999 (circulated) by the Director of Personnel Services which advised of the personnel implications arising from the recommendations made by the Evaluation Panel in respect of the future operation and funding of those Urban Programme Projects terminating in 1999/2000.

It was agreed:-

- (i) to approve the actions recommended by the Director of Personnel Services in respect of each Project as detailed in Sections 3 to 6 of the report; and
- (ii) otherwise, to note the contents of the report.

**PROPOSED DISPOSAL OF THE FORMER CROSSROADS SCHOOLHOUSE,
CROSSROADS, BY HURLFORD, KILMARNOCK (PARA 9) (Item 8, Page 1431)**

20. There was submitted a report dated 10 February 1999 (circulated) by the Solicitor to the Council which updated the Committee on the current position regarding the proposed disposal of Crossroads Schoolhouse, Crossroads, By Hurlford, Kilmarnock and which requested that the Committee authorise the Solicitor to the Council to institute court proceedings seeking rectification of the title to the property.

It was agreed:-

- (i) to authorise the Solicitor to the Council to institute court proceedings seeking rectification of the title to the property; and
- (ii) otherwise, to note the contents of the report.

APPLICATION FOR RELIEF OF NON-DOMESTIC RATES (PARA 6)

21. There was submitted a joint report dated 11 March 1999 (circulated) by the Director of Finance and the Director of Development Services which advised of an application by a local manufacturing company for relief on non-domestic rates on the grounds of hardship.

It was agreed:-

- (i) to refuse the application for relief of rates on the grounds of hardship;
- (ii) to allow deferment of payment of rates for 1998/99 until 2000/2001 with a review of the position at that time; and
- (iii) otherwise, to note the contents of the report.

The meeting terminated at 1133 hours.