

APPENDIX VIII

EAST AYRSHIRE COUNCIL

**DECENTRALISATION SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 27 AUGUST 1998 AT 1400
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillor David Fulton, Ronald Brailsford, Jane Darnbrough, James Kelly, David Sneller and Eric Jackson.

ATTENDING: Fiona Lees, Depute Chief Executive; Barbara Haughan, Director of Support Services; Roddy Wallace, Head of Administration; Donald McVicar, Departmental Strategy Officer; Maureen Walker, Information and Advice Officer; and Robert Beaton, Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Kathleen Hall, Ann Hay, Robert McDill and Tommy Farrell.

CHAIR: Councillor David Fulton, Chair.

LOCAL COMMITTEES - FORWARD PLANNING 1998/99

1. There was submitted a report dated 20 August 1998 (circulated) by the Director of Support Services which advised of the finalised draft forward planning programme in respect of the agenda and timescales of Local Committee Meetings for 1998/99.

It was agreed:-

- (i) to approve the provisional Forward Planning Programme in respect of the agenda and timescales of Local Committee meetings for 1998/99 as detailed in the report; and
- (ii) to report the finalised Forward Planner to the next cycle of Local Committees.

DEVELOPING THE COUNCIL'S DECENTRALISATION SCHEME

2. There was submitted a report dated 20 August 1998 (circulated) by the Chief Executive which outlined arrangements for a consultation panel to visit Local Committees, listen to any comments made with regard to developing the Council's Decentralisation Scheme and visit Local Offices to view services introduced since the establishment of East Ayrshire Council.

It was agreed:-

- (i) to form a consultation panel comprising the Chair and Councillors Darnbrough, Brailsford and Jackson to attend a series of Local Committee meetings (maximum 7) and undertake visits to Local Office facilities as part of a review of the Council's Decentralisation Scheme; and
- (ii) to note that a report on the findings of the consultation panel would be made to a future meeting of this Sub-Committee in 1999.

DEVELOPMENT OF INFORMATION AND ADVICE SERVICES

3. There was submitted a report dated 20 August 1998 (circulated) by the Director of Support Services which reported progress on the development plan for Information and Advice Services and sought approval for further development.

It was agreed:-

- (i) to request the Director of Support Services to review options regarding Information and Advice Services in Crosshouse with a view to reporting to the next meeting;
- (ii) that the Kilmarnock Town Centre Pilot Project now be made permanent;
- (iii) to note the first phase of the New Farm Loch Local Office would commence before the end of the current financial year 1998/99;
- (iv) to note that a rolling programme of security measures would be put in place as detailed in the report;
- (v) to approve the proposed staffing requirements for the Kilmaurs Local Office and note that the Personnel and Property Sub-Committee of the Policy and Resources Committee held on 25 August 1998 had approved the addition of a part-time Administrative Assistant post to the staffing structure of the Department of Support Services;
- (vi) to note the progress made in the development of Information and Advice Services;
- (vii) to note the Council's success in the 1-7-5: Creativity and Innovation Awards sponsored by SOLACE in respect of the East Ayrshire Information System in the category Progressing the Information Society; and
- (viii) to congratulate the team of Officers who developed the project on its success in achieving a highly commended rating, to thank all who participated in the presentation at the awards ceremony and to recommend that a presentation be made at a future meeting of the Council.

The meeting terminated at 1422 hours.