

EAST AYRSHIRE COUNCIL

CHAIRS' MONITORING GROUP

**MINUTES OF MEETING HELD ON WEDNESDAY 6 APRIL 2005 AT 1000 HOURS
IN MEETING ROOM 2, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Drew McIntyre, John Knapp and Tommy Farrell.

ATTENDING: Fiona Lees, Chief Executive; Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; Martin Rose, Head of Personnel; and Gillian Hamilton, Administrative Officer.

CHAIR: Councillor Drew McIntyre, Chair.

MINUTES OF PREVIOUS MEETING

1. There were submitted and approved as a correct record, Minutes of the previous meeting held on 16 March 2005 (circulated).

EXTENSION OF TEMPORARY CONTRACTS OF EMPLOYMENT

2. There was submitted a report dated 24 March 2005 (circulated) by the Head of Personnel which sought agreement that, in certain specified circumstances, the Head of Personnel be authorised to extend the contracts of employees in temporary posts.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the proposal contained in Paragraph 3.1 of the report; and
- (ii) otherwise, to note the contents of the report.

REPORTS TO CORPORATE GOVERNANCE COMMITTEE

3. There were submitted the undernoted reports referred to the Corporate Governance Committee for consideration of the staffing proposals contained within each report, viz:-

3.1 IMPLICATIONS ARISING FROM THE NURSERY NURSE PAY AND CONDITIONS SETTLEMENT FOR SERVICES DELIVERED IN 52 WEEK ESTABLISHMENTS

There was submitted a joint report dated 30 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services which advised Members of the implications for Community Nurseries arising from the pay and conditions settlement and sought approval for recommendations.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.2 INVESTMENT IN ARTS

There was submitted a joint report dated 21 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which sought approval for the temporary appointment for a period of two years of Arts Co-ordinators within the Arts and Museums Section of the Department of Neighbourhood Services.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.3 ENFORCEMENT OF LEGISLATION RELATING TO HOUSES IN MULTIPLE OCCUPATION

There was submitted a joint report dated 18 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which sought approval for the extension of a temporary contract for a period of one year of a part-time Implementation Officer within the Environmental Health, Licensing and Community Safety Section of the Department of Neighbourhood Services.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.4 RESTORING COMMUNITIES PROGRAMME

There was submitted a joint report dated 21 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Development and Property Services which sought approval for amendments to the staffing structure within the Planning, Development and Building Standards and Projects Section of the Department of Development and Property Services, subject to consultation with Trade Unions and suitable funding becoming available from the Scottish Executive.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.5 COMMUNITY PLANNING AND PARTNERSHIP UNIT - EXTENSION TO TEMPORARY CONTRACT

There was submitted a report dated 21 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval to extend the temporary contract of the Public Health Co-ordinator for a further period of three years within the Department of Corporate Support.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.6 MODERNISING GOVERNMENT FUND - EXTENSION OF TEMPORARY POST

There was submitted a report dated 16 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval for the continuation of the post of Definitive Master Address Co-ordinator for a further period of two years within the Information Technology Service of the Department of Corporate Support.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.7 DEVELOPMENT OF EAST AYRSHIRE COUNCIL FREEDOM OF INFORMATION AND RECORDS MANAGEMENT SERVICES

There was submitted a report dated 31 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval for proposals to further develop the Council's Freedom of Information and Records Management Service to ensure continuing improvement in terms of the Freedom of Information (Scotland) Act 2002 and meeting the Council's commitment to have improved records and information management systems as set out in Section 61 of the Act.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report; and
- (ii) otherwise, to note the contents of the report.

3.8 HOUSING BEST VALUE SERVICE REVIEW

There was submitted a joint report dated 29 March 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which sought approval for amendments to the staffing structure within the Housing Service of the Department of Neighbourhood Services subject to consultation with Trade Unions.

It was agreed:-

- (i) to continue consideration of the proposals contained within the report pending further consideration of the issues to ensure compatibility with Building and Works and Technical Services reviews;
- (ii) that any urgent service issues arising from the staffing proposals contained within the report be actioned by the Head of Personnel and the Executive Director of Neighbourhood Services in the interim; and
- (iii) otherwise, to note the contents of the report.

3.9 BUILDING AND WORKS

3.9.1 Declaration of Interest

Councillor Knapp declared a direct pecuniary interest in this item and left the meeting.

3.9.2 Consideration of Report

There was submitted a report dated 24 March 2005 (circulated) by the Executive Director of Neighbourhood Services which sought approval for amendments to the staffing structure of the Building and Works Division of the Department of Neighbourhood Services.

It was agreed:-

- (i) to confirm the Group's satisfaction as to the requirement for the staffing proposals contained within the report, subject to satisfactory outcome of the above review (Para 3.8 above); and
- (ii) otherwise, to note the contents of the report.

The meeting terminated at 1055 hours.