

EAST AYRSHIRE COUNCIL

CHAIRS' MONITORING GROUP

MINUTES OF MEETING HELD ON THURSDAY 9 NOVEMBER 2006 AT 0830 HOURS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Councillors Drew McIntyre and John Knapp.

ATTENDING: Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; Martin Rose, Head of Personnel; and Christine Baillie, Administrative Officer.

APOLOGY: Councillor Tommy Farrell.

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 13 September 2006 (circulated).

EMPLOYEE STATISTICS

2. There was submitted and noted a report dated 27 October 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided a range of employee statistics applicable for the period from 1 July 2006 to 30 September 2006.

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 therein, viz:-

3.1 EXTENSION OF TEMPORARY EMPLOYMENT - ASSISTANT SENIOR SURVEYOR

There was submitted a joint report dated 31 October 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Acting Executive Director of Development and Property Services which sought approval to extend the current temporary post of Assistant Senior Surveyor within the Surveying Section of Economic Development and Property Services within the Department of Development and Property Services for a further six months.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee 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 RESTRUCTURE/RECONFIGURATION OF THE COUNTRY PARK AND COUNTRYSIDE SERVICES SECTION

There was submitted a joint report dated 2 November 2006 (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 structure of the Country Park and Countryside Services Section within the Department of Neighbourhood Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee 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 RESTORING COMMUNITIES PROGRAMME - EXTENSION OF TEMPORARY EMPLOYMENT

There was submitted a joint report dated 6 October 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Acting Executive Director of Development and Property Services which sought approval for the extension of the existing temporary full-time Restoring Communities Programme - Project Officer posts within the Department of Development and Property Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee 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 SENIOR ACCOUNTANT - EDUCATION OUT-POSTED FINANCE TEAM

There was submitted a report dated 1 November 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval to amend the staffing structure of the Education Out-Posted Finance Team within the Finance Service of the Department of Corporate Support, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee 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.

The meeting terminated at 0900 hours.

EAST AYRSHIRE COUNCIL

CHAIRS' MONITORING GROUP

MINUTES OF MEETING HELD ON WEDNESDAY 6 DECEMBER 2006 AT 1400 HOURS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM, 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 9 November 2006 (circulated).

STATISTICAL RETURN FOR PERSONNEL, TRAINING AND DEVELOPMENT

2. There was submitted a report dated 6 December 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised on the Council's training and development trends during the period July to September 2006.

It was agreed:-

- (i) to consider a quarterly update on this matter, the next report being due on 31 January 2007, covering the period October to December 2006; and
- (ii) otherwise, to note the contents of the report.

3. REPORTS TO CORPORATE GOVERNANCE COMMITTEE

There were submitted the undernoted reports referred to the Corporate Governance Committee for consideration of the staffing proposals contained therein, viz:-

3.1 NORTHWEST KILMARNOCK AREA CENTRE

It was noted that this report was withdrawn from the Agenda pending further clarifications by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services.

3.2 SENSORY IMPAIRMENT SERVICES

There was submitted a joint report dated 30 November 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Educational and Social Services which sought approval for amendments to the staffing structure of the Social Work Service within the Department of Educational and Social Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, 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.

The meeting terminated at 1407 hours.

EAST AYRSHIRE COUNCIL
CHAIRS' MONITORING GROUP

MINUTES OF MEETING HELD ON WEDNESDAY 31 JANUARY 2007 AT 1400 HOURS IN MEETING ROOM 1, 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 6 December 2006 (circulated).

REPORTS TO CORPORATE GOVERNANCE COMMITTEE

2. There were submitted the undernoted reports referred to the Corporate Governance Committee for consideration of the staffing proposals contained therein, viz:-

2.1 ROADS AND TRANSPORTATION (LIGHTING SECTION)

There was submitted a joint report dated 18 January 2007 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Acting Executive Director of Development and Property Services which sought approval for amendments to the staffing structure of the Roads and Transportation Division's Lighting Section within the Department of Development and Property Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, 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.

2.2 LEISURE DEVELOPMENT – EXTENSION OF EXTERNALLY FUNDED POSTS

Declaration of Interest

Councillor McIntyre declared a significant non-financial interest in accordance with Paragraphs 5.17 and 5.18 of the Code of Conduct and withdrew from the meeting.

In the absence of the Chair, Councillor Knapp took the Chair for this item.

Consideration of Item

There was submitted a joint report dated 18 December 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which sought approval for the temporary extension of externally funded posts, employed in the Community Health Improvement Partnership (CHIP) Project within the Leisure Development Section of the Department of Neighbourhood Services.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, 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.

Councillor Knapp vacated the Chair in favour of Councillor McIntyre who rejoined the meeting at this point.

2.3 HOUSING SERVICE – EXTENSION OF EXTERNALLY FUNDED POSTS

There was submitted a joint report dated 23 January 2007 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Neighbourhood Services which sought approval for the temporary extension of externally funded posts within the Housing Service of the Department of Neighbourhood Services, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, 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.

The meeting terminated at 1410 hours.