

EAST AYRSHIRE COUNCIL

CHAIRS' MONITORING GROUP

MINUTES OF MEETING HELD ON THURSDAY 2 MARCH 2006 AT 1200 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 1 February 2006 (circulated).

EMPLOYEE STATISTICS

2. There was submitted a report dated 6 February 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 October to 31 December 2005.

It was agreed:-

- (i) to note that a report on externally funded temporary posts would be submitted to the next meeting; and
- (ii) otherwise, to note the contents of the report.

INCIDENT STATISTICS

3. There was submitted a report dated January 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised on incident statistics for the period from 1 October to 31 December 2005.

It was agreed:-

- (i) to note the contents of the report; and
- (ii) to review the next reporting period at the meeting on 25 May 2006.

REPORTS TO CORPORATE GOVERNANCE COMMITTEE

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

4.1 PROTECTIVE SERVICES - AMENDMENT TO STAFFING STRUCTURE

There was submitted a joint report dated 24 February 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 staffing structure of the Cleaning Services function within the Department of Neighbourhood Services.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, to confirm that the Group were not satisfied that the staffing proposal contained in the report was required;
- (ii) that the matter be continued pending consideration of the forthcoming review of temporary posts, and further clarifications; and
- (iii) otherwise, to note the contents of the report.

4.2 FINANCIAL INCLUSION FUNDING

There was submitted a joint report dated 24 February 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 the temporary appointment for a period of two years of two employees within the Social Work Service of the Department of Educational and Social Services, subject to consultation with the Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee, to confirm that the Group were not satisfied that the staffing proposal contained within the report was required;
- (ii) that the matter be continued pending further clarifications; and
- (iii) otherwise, to note the contents of the report.

The meeting terminated at 1220 hours.

EAST AYRSHIRE COUNCIL

CHAIRS' MONITORING GROUP

MINUTES OF MEETING HELD ON MONDAY 13 MARCH 2006 AT 1330 HOURS IN COUNCILLOR McINTYRE'S OFFICE, 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 2 March 2006 (circulated).

REVIEW OF EXTERNALLY FUNDED TEMPORARY POSTS

2. There was submitted a report dated 21 February 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised on the results of the review of externally funded temporary posts.

It was agreed:-

- (i) to note the findings of the review;
- (ii) that proposals to mainline former externally funded posts only be made where a full evaluation has been carried out;
- (iii) that where possible externally funded posts be filled internally and careful consideration be given to the need to fill consequential vacancies; and
- (iv) 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 therein, viz:-

3.1 COMMUNITY PLANNING AND PARTNERSHIP UNIT - OPERATIONAL STAFF REVIEW

There was submitted a report dated 8 March 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval to update and amend the staffing structure of the Community Planning and Partnership Unit of the Department of Corporate Support.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3 of the report were required; and
- (ii) otherwise, to note the contents of the report.

3.2 EXTERNAL FUNDING AND SUSTAINABILITY WORKER

There was submitted a report dated 8 March 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought approval to amend the staffing structure of the Community Planning and Partnership Unit of the Department of Corporate Support.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3 of the report were required; and
- (ii) otherwise, to note the contents of the report.

3.3 EXTENSION OF TEMPORARY EMPLOYMENT - TECHNICAL SERVICES (QUANTITY SURVEYING SECTION)

There was submitted a joint report dated 7 March 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Development and Property Services which sought approval to extend the current temporary post of Assistant Quantity Surveyor within the Quantity Surveying Section of Technical Services for a further 12 months subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3 of the report were required; and
- (ii) otherwise, to note the contents of the report.

3.4 WORKING FOR FAMILIES

There was submitted a joint report dated 7 March 2006 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support and the Executive Director of Development and Property Services which sought approval to extend the current staffing arrangements within the Working for Families Project for a further period from 1 April 2006 until 31 March 2008, subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3 of the report were required; and
- (ii) otherwise, to note the contents of the report.

ORDER OF BUSINESS

- 4. It was agreed to alter the order of business to that shown below.

5.1 BEST VALUE REVIEW: ONSITE STRUCTURE

There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Educational and Social Services which sought approval for amendments to the staffing structure of the Onsite Services Section of the Department of Educational and Social Services as part of the Best Value Review subject to consultation with Trade Unions.

It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraphs 3.1 to 3.4 of the report were required; and
- (ii) otherwise, to note the contents of the report.

5.2 20:20 VISION PROJECT

There was submitted a joint report dated 23 February 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 the temporary appointment for a period of three years of three employees in the 20:20 Vision Project 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 that the Group were satisfied that the staffing proposals contained within Paragraph 3.1 of the report were required; and
- (ii) otherwise, to note the contents of the report.

5.3 ROADS CONTRACTS BUSINESS UNIT

There was submitted a joint report dated 10 March 2006 (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 of the Roads Contracts Business Unit within the Department of Development and Property Services subject to consultation with Trade Unions.

The Executive Director of Development and Property Services joined the meeting.

Having considered further clarification on the issues identified during discussion, it was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3.2 of the report were required; and
- (ii) otherwise, to note the contents of the report.

5.4 ROADS AND TRANSPORTATION DIVISION

There was submitted a joint report dated 9 March 2006 (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 of the Roads and Transportation Division within the Department of Development and Property Services subject to ongoing Trade Union consultation.

Having considered further clarification on the issues identified during discussion, it was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraphs 3.1 and 3.2 of the report were required; and
- (ii) otherwise, to note the contents of the report.

The Executive Director of Development and Property Services left the meeting.

5.5 PROTECTIVE SERVICES - AMENDMENT TO STAFFING STRUCTURE

There was submitted a joint report dated 24 February 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 staffing structure of the Cleansing Services function within the Department of Neighbourhood Services.

The Executive Director of Neighbourhood Services joined the meeting.

Having considered further clarification on the issues identified during discussion, It was agreed:-

- (i) in terms of the remit from the Corporate Governance Committee to confirm that the Group were satisfied that the staffing proposals contained within Paragraph 3.1 of the report were required; and
- (ii) otherwise, to note the contents of the report.

The meeting terminated at 1431 hours.