

EAST AYRSHIRE COUNCIL

CENTRAL JOINT CONSULTATIVE COMMITTEE

MINUTES OF MEETING HELD ON THURSDAY 16 SEPTEMBER 2004 AT 1410 HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Councillor John Knapp, Provost Jane Darnbrough and Councillors Daniel Coffey, Douglas Reid, Drew McIntyre and Robert McDill; Brian Reid, Unison; Kate Connell, Ian Conn and June Minnery, GMB; and William Haddon, AMICUS/AEEU.

ATTENDING: Fiona Lees, Chief Executive; Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; John Mulgrew, Executive Director of Educational and Social Services; William Stafford, Executive Director of Neighbourhood Services; John Clayton, Head of Corporate Development and Communication; Martin Rose, Head of Personnel Services; Robin Gourlay, Contracts Manager, Onsite Services; George Park, Employee Relations Manager; and Gillian Hamilton, Administrative Officer.

ALSO ATTENDING: Harry O'Neill, Full-time Officer, TGWU; Frank Minnery, Full-time Officer, GMB; and David Doran, GMB, Joint Secretary.

APOLOGIES: Councillors John Weir and Jimmy Kelly; Jennifer Elliot, TGWU; Liz McCulloch and Graham Cumming, Unison; William Cree and Philip McGhee, TGWU; Andrew Wilson, UCATT; and Arthur West, Unison Joint Secretary.

CHAIR: Councillor John Knapp, Vice-Chair.

CHAIR'S COMMENTS

1. The Vice-Chair introduced and welcomed Elizabeth Morton and Martin Rose who had recently joined East Ayrshire Council as Depute Chief Executive/Executive Director of Corporate Support and Head of Personnel Services respectively.

APPOINTMENT OF CHAIR

2. The Chief Executive reported that in accordance with the rotation arrangements embodied in the Constitution, the Chair of the Joint Consultative Committee for 2004/05 was due to be filled by a nomination from the employees' side and invited nominations.

It was agreed unanimously to appoint Jennifer Elliot as Chair.

APPOINTMENT OF VICE-CHAIR

3. The Chief Executive reported that in accordance with the rotation arrangements embodied in the Constitution, the Vice-Chair of the Joint Consultative Committee for 2004/05 was due to be filled by a nomination from the employers' side and invited nominations.

It was agreed unanimously to appoint Councillor John Knapp as Vice-Chair.

MEMBERSHIP OF JOINT CONSULTATIVE COMMITTEE FOR 2004/05

4. There were submitted and noted details of JCC membership for 2004/05 as detailed below:-

Employers' Side

Councillor John Knapp
 Councillor Daniel Coffey
 Councillor Douglas Reid
 Councillor John Weir
 Councillor Drew McIntyre
 Councillor Robert McDill
 Provost Jane Darnbrough
 Councillor Jimmy Kelly

Employees' Side

Jennifer Elliot, TGWU
 Brian Reid, Unison
 Liz McCulloch, Unison
 Graham Cumming, Unison
 Kate Connell, GMB
 Ian Conn, GMB
 June Minnery, GMB
 William Cree, TGWU
 Phillip McGhee, TGWU
 Andrew Wilson, UCATT
 William Haddon, AMICUS/AEEU

EXCLUSION OF PRESS AND PUBLIC

5. 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 paragraph 11 of Schedule 7A of the Act.

MINUTES OF PREVIOUS MEETING

6. There were submitted and approved Minutes of the previous meeting held on 25 March 2004 (circulated).

MATTERS ARISING

7.1 APPRENTICES

It was reported and noted that four apprenticeships had been taken up recently within Building and Works, one of which was through the Step Up Programme.

The meeting was joined by Harry O'Neill, Full-time Officer, TGWU.

SINGLE STATUS UPDATE

8. There was submitted a report dated 6 September 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided an update on the Council's response to the Scottish Joint Council's Single Status Agreement.

It was agreed:

- (i) to note that a further meeting would be held with the Trade Unions on 22 September 2004 to progress discussions on Conditions of Service;
- (ii) to note the update on the Council's response to the Single Status Agreement for Local Government Employees; and
- (iii) to note that the Depute Chief Executive/Executive Director of Corporate Support would continue to provide future update reports.

BEST VALUE SERVICE REVIEW

9. There was submitted a report dated 6 September 2004 (circulated) by the Head of Corporate Development and Communication which sought the Committee's views on proposals for the configuration of Service Units for the purpose of Best Value Service Review within the Council.

It was agreed:

- (i) to note the requirements in relation to the Council's statutory duty in respect of Best Value Service Review;
- (ii) to support the proposed configuration of Service Units for the purpose of Best Value Service Review as detailed in paragraph 3.4 of the report;
- (iii) that the Head of Corporate Development and Communication be advised of any comments in relation to the proposed configuration of Service Units by 14 October 2004;
- (iv) to note members' concerns on this occasion about the lack of Trade Union consultation to date on proposals for VCT in Onsite Services, Community Meals Service;
- (v) that an early meeting be arranged, for relevant officers to consult with the Chair and Vice-Chair of the Central JCC and the Joint Secretaries on the above proposals for VCT in Onsite Services, Community Meals Service;
- (vi) to note the ongoing commitment to full, open and timeous consultation with Trade Unions throughout the Council; and
- (vi) otherwise to note the report.

Provost Darnbrough left the meeting at this point.

2004/05 BUDGET EFFICIENCY SAVINGS

10. There was submitted a request (circulated) by the Joint Secretaries for an update on the progress being made by Departments in achieving the efficiency savings expected as part of the 2004/05 budget; and where the savings expected of them would be made during 2005/06.

It was agreed:

- (i) to note that early Trade Union consultations on budget efficiency savings for 2004/05 and 2005/06 would be held at Departmental Service level; and
- (ii) to note that there had been an exchange of correspondence with the Trade Unions on this matter during the summer, which would be shared with members of the Central JCC.

PRE-RETIREMENT COURSE

11. There was submitted and noted a report dated 6 September 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided an update on the Council's arrangements for offering pre-retirement advice to retiring employees.

EAGER

12. There was submitted a report (circulated) by the Joint Secretaries requesting (i) that the Council carry out an evaluation of the EAGER process so far in order to identify any strengths and weaknesses; (ii) that the outcome of the evaluation be submitted to the Central JCC for consideration; (iii) that EAGER be relaunched in order to facilitate broader understanding of the process of the Council's workforce; and (iv) that Directors ensure that personal development training opportunities for employees were delivered fairly and equally across all employees.

It was agreed:

- (i) to acknowledge that in many instances EAGER was working well; and
- (ii) that a special meeting of the EAGER Forum would be arranged to address the issues in the report, with a view to ensuring that EAGER was used effectively in areas where it was perceived to be deficient.

FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

13. There was submitted and noted a report dated 6 September 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which advised on the arrangements for delivering training for employees in respect of the requirements of the Freedom of Information (Scotland) Act 2002.

PROCESSING AND PAYMENT OF WEEKLY WAGES OVER CHRISTMAS AND NEW YEAR PERIOD 2004/05

14. There was submitted a report dated 6 September 2004 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which sought consideration of arrangements for the processing and payment of weekly wages over the Christmas and New Year period 2004/05.

It was agreed:

- (i) to note the arrangements for the processing and payment of weekly wages over the festive period, detailed in the report;
- (ii) that the Trade Unions would support communication of the pay arrangements to employees via their own communication channels; and
- (iii) otherwise to note the contents of the report.

DATE OF NEXT MEETING

15. It was noted that the next meeting of the Central JCC would be held on Thursday 11 November 2004 at 1400 hrs in the Meeting Room, Council Headquarters, London Road, Kilmarnock with a pre-meeting at 1330 hrs in the Meeting Room for the employees' side and in Meeting Room 2 for the employers' side.

The meeting terminated at 1500 hrs.