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To: All Members of the East Ayrshire Central Joint Consultative Committee

8 September 2004

Dear Member/Colleague

CENTRAL JOINT CONSULTATIVE COMMITTEE - 16 SEPTEMBER 2004

You are requested to attend the next meeting of the **Central Joint Consultative Committee** to be held on **THURSDAY 16 SEPTEMBER 2004** at **1400 HOURS** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** in order to discuss the undernoted business.

Pre-meetings will take place at 1330 hours in the Meeting Room for the Employees' side and 1330 hours in Meeting Room 2 for the Employer's side.

Yours sincerely



Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support
GH/SM

BUSINESS

INTIMATE APOLOGIES

- 1. APPOINTMENT OF CHAIR** - In accordance with the rotation arrangements embodied in the Constitution, the Chair of the Central Joint Consultative Committee for this year is due to be filled by a nomination from the Employees' side. Invite nominations.
- 2. APPOINTMENT OF VICE-CHAIR** - In accordance with the rotation arrangements embodied in the Constitution, the Vice-Chair of the Central Joint Consultative Committee for this year is due to be filled by a nomination from the Employer's side. Invite nominations.

3. **MEMBERSHIP OF JCC FOR 2004/05** - For noting.

Employer's Side

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

Employee's side

Jennifer Elliot (TGWU)
Brian Reid (UNISON)
Liz McCulloch (UNISON)
Graeme Cumming (UNISON)
Kate Connell (GMB)
Ian Conn (GMB)
June Minnery (GMB)
William Cree (TGWU)
Philip McGhee (TGWU)
Andrew Wilson (UCATT)
William Haddon (AMICUS/AEEU)

4. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that "Under Section 50(A)(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 involve the likely disclosure of exempt information as defined in Paragraph 11 of Schedule 7A of the Act".
5. **MINUTES OF PREVIOUS MEETING (pages 1-5)** - Submit Minutes of previous meeting held on 25 March 2004 (copy enclosed). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
6. **MATTERS ARISING**
7. **SINGLE STATUS UPDATE (pages 6-7)** - Submit report dated 6 September 2004 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing an update on the Council's response to the Scottish Joint Council's Single Status Agreement. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
8. **BEST VALUE SERVICE REVIEW (pages 8-11)** - Submit report dated 6 September 2004 (copy enclosed) by the Head of Corporate Development and Communication seeking views on proposals for the configuration of Service Units for the purpose of Best Value Service Review within the Council. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
9. **2004/05 BUDGET EFFICIENCY SAVINGS (page 12)** - Submit request (copy enclosed) 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 will be made in this coming year. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
10. **PRE-RETIREMENT COURSE (pages 13-15)** - Submit report dated 6 September 2004 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support providing an update on the Council's

arrangements for offering pre-retirement advice to retiring employees. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

11. **EAGER (pages 16-17)** - Submit report (copy enclosed) 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 the EAGER process be re-launched in order to broaden understanding of the Council's workforce as a whole; and (iv) that the Council instruct Directors to ensure that personal development training opportunities for employees are delivered fairly and equally across all employees. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
12. **FREEDOM OF INFORMATION (SCOTLAND) ACT 2002 (pages 18-19)** - Submit report dated 6 September 2004 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support advising of the arrangements for delivering training for employees in respect of the requirements of the Freedom of Information (Scotland) Act 2002. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
13. **PROCESSING AND PAYMENT OF WEEKLY WAGES OVER CHRISTMAS AND NEW YEAR PERIOD 2004/05 (pages 20-21)** - Submit report dated 6 September 2004 (copy enclosed) by the Depute Chief Executive/Executive Director of Corporate Support seeking consideration of arrangements for the processing and payment of weekly wages over Christmas and New Year period 2004/05. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
14. **DATE OF NEXT MEETING** - Note that the next meeting of the Central JCC will be held on Thursday 11 November 2004 at 1400 hours in the Meeting Room, Council Headquarters, London Road, Kilmarnock, with a pre-meeting at 1330 hours in the Main Meeting Room for the Employee's side and in Meeting Room 2 for the Employer's side.