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

26 November 2003

Dear Member/Colleague

CENTRAL JOINT CONSULTATIVE COMMITTEE – WEDNESDAY 3 DECEMBER 2003

You are requested to attend the next meeting of the **Central Joint Consultative Committee** to be held on **Wednesday 3 December 2003** 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 at 1330 hours in Meeting Room 2 for the Employer's side.

Yours sincerely



Fiona Lees
Depute Chief Executive/
Director of Corporate Resources

GH/JW

B U S I N E S S

INTIMATE APOLOGIES

1. **MEMBERSHIP UPDATE** – Report that William Haddon has replaced David Spelman as Employees' representative from AEEU.
2. **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”.

3. **MINUTES OF PREVIOUS MEETING (Pages 1-4)** – Submit Minutes (copy enclosed) of previous meeting held on 24 September 2003. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
4. **PROGRESS REPORT ON MATTERS ARISING FROM LAST MEETING (Pages 5-7)** – Submit report dated 25 November 2003 (copy enclosed) by the Head of Personnel providing an update on matters arising from the last meeting of the Central Joint Consultative Committee held on 24 September 2003 in relation to (a) the processing and payment of weekly wages over Christmas and New year period 2003/04; (b) the Local Government pension scheme; and (c) employee identification. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
5. **ON-STREET CAR PARKING (Pages 8-9)** – Submit joint report dated 25 November 2003 (copy enclosed) by the Head of Personnel and the Director of Development Services providing an update on the latest developments relating to on-street car parking which was discussed at the last meeting of the Central Joint Consultative Committee held on 24 September 2003. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
6. **SINGLE STATUS UPDATE (Pages 10-11)** – Submit report dated November 2003 (copy enclosed) by the Head of Personnel 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.**
7. **INTRODUCTION OF ECDL (Pages 12-14)** – Submit report dated 24 November 2003 (copy enclosed) by the Head of Personnel informing that the European Computer Driving Licence (ECDL) is being offered to employees across the Council. This is a qualification which demonstrates that people have a basic level of competence in several computer applications and a basic knowledge of computers in general. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
8. **FAIR TRADE ZONE STATUS (Page 15)** – Submit request (copy enclosed) by the Joint Secretaries that the Central Joint Consultative Committee take action to explore the possibility of East Ayrshire achieving Fair Trade Zone Status. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
9. **ADVICE TO RETIRING EMPLOYEES (Page 16)** – Submit request (copy enclosed) by the Joint Secretaries that the Council explore the possibility of offering a pre-retirement meeting to retiring employees. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

10. **TIMETABLE OF FUTURE MEETINGS** – Report that meetings of the Central Joint Consultative Committee will be held on Thursday 25 March 2004, Thursday 16 September 2004 and Thursday 11 November 2004, all at 1400 hours in The Meeting Room, Council Headquarters, London Road, Kilmarnock with Pre-meetings at 1330 hours in The Meeting Room for the Employees' side and in Meeting Room 2 for the Employer's side. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**