

Gillian Hamilton, Direct Dial (01563) 576093

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

16 May 2002

Dear Member/Colleague

**CENTRAL JOINT CONSULTATIVE COMMITTEE - 22 MAY 2002**

You are requested to attend a meeting of the **Central Joint Consultative Committee** to be held on **Wednesday 22 May 2002 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 Staff side and **1330 hours** in **Meeting Room 1** 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. **APPOINTMENT OF CHAIR** - In accordance with the rotation arrangements embodied in the Constitution, the Chair of the Joint Consultative Committee for this year is due to be filled by a nomination from the staff side.
2. **APPOINTMENT OF VICE CHAIR** - In accordance with the rotation arrangements embodied in the Constitution, the Vice Chair of the Joint Consultative Committee for this year is due to be filled by a nomination from the employer's side.

**3. MEMBERSHIP OF JCC FOR 2002/03 - For noting.**

Council side	Staff side
Councillors Danny Coffey John Weir Drew McIntyre Harry Wilson Finlay MacLean Eric Jackson Jimmy Kelly Provost Jimmy Boyd	Graeme Cumming (UNISON) Les Anderson (UNISON) One UNISON nominee to be confirmed Kate Connell (GMB) John Wales (GMB) June Minnery (GMB) William Cree (TGWU) Philip McGhee (TGWU) Jennifer Elliot (TGWU) Andrew Wilson (UCATT) David Spelman (AEEU)

- 4. EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following resolution:- “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 involve the likely disclosure of exempt information as defined in Paragraph 11 of Schedule 7A of the Act”.
- 5. MINUTES OF PREVIOUS MEETING (Pages 1-4)** - Submit Minutes (copy enclosed) of previous meeting held on 21 March 2002. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**
- 6. MATTERS ARISING**
- 7. HEALTH AND SAFETY ACTION PLAN (Pages 5-6)** - Submit report dated 13 May 2002 (copy enclosed) by the Head of Personnel advising on the progress of the 2002-2003 Health and Safety Action Plan. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**
- 8. SINGLE STATUS UPDATE (Pages 7-8)** - Submit report dated 13 May 2002 (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.**
- 9. EMPLOYEE COMMUNICATIONS (Pages 9-11)** - Submit report dated May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources inviting the JCC to consider and comment on the development of an Employee Communications Policy. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**
- 10. EMPLOYEE RECOGNITION (Pages 12-16)** - Submit report dated May 2002 (copy enclosed) by the Depute Chief Executive/Director of Corporate Resources inviting the JCC to discuss the proposed introduction of an

Employee Recognition Scheme and agree that a small joint working party be established to develop a formal scheme for consideration by the Council. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**

11. **STATUS OF PUBLIC PRIVATE PARTNERSHIP PROPOSAL** - Verbal update by the Director of Educational and Social Services.
12. **POLICY AND PROCEDURES FOR VEHICLE HIRE (Pages 17-18)** - Submit report dated 15 May 2002 (copy enclosed) by the Director of Development Services providing an update on the introduction of a revised Policy and Procedures relating to the hire of vehicles by all Departments of the Council. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**
13. **LOCAL GOVERNMENT PENSION SCHEME (Pages 19-20)** - Submit report dated 6 May 2002 (copy enclosed) by the Head of Personnel providing an update on the meeting which recently took place with representatives of Strathclyde Pension Fund. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**
14. **ABSENCE MANAGEMENT DOCUMENTATION (Page 21)** - Submit correspondence (copy enclosed) by the Manual and Craft Workers Convenor on absence management documentation. **Report not enclosed - Refer to Exclusion of Press and Public paragraph.**