

## **EAST AYRSHIRE COUNCIL**

### **PERSONNEL AND PROPERTY SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE – 13 FEBRUARY 2001**

#### **DEPARTMENT OF COMMUNITY SERVICES – OVERSEAS EXCHANGE**

#### **Report by the Depute Chief Executive/Director of Corporate Resources**

### **1. PURPOSE**

- 1.1** The purpose of this report is to advise the Sub-Committee of a request from the Director of Community Services for a Librarian employed at the Dick Institute, Kilmarnock to apply to participate in an overseas exchange programme.

### **2. BACKGROUND INFORMATION**

- 2.1** The Bureau for International Library Staff Exchange (LIBEX) is run by the University of Aberystwyth, Thomas Parry Library in association with the International Group of the Library Association. LIBEX acts as a clearinghouse for Librarians wishing to arrange job exchanges with Librarian professionals in other countries.
- 2.2** The programme is designed to enhance the personal and professional development of individuals by providing them with the opportunity to work in other agencies and to enable the introduction of new skills and techniques.
- 2.3** A Librarian employed at the Dick Institute, Kilmarnock has requested permission from the Council to apply for a Library exchange for a period of between 4 and 6 months, preferably in Australia or Canada and from September 2001.
- 2.4** The Director of Community Services supports the officer's request.

### **3. COMMENT**

- 3.1** It is envisaged that participation in the exchange programme will have benefits for East Ayrshire Council in general, and in particular for the Library and Information Service and the Librarian concerned.
- 3.2** It would provide publicity opportunity, raising the Council's profile in an international perspective, and demonstrate the Council's commitment to career development.
- 3.3** The officer concerned would benefit from a career development opportunity by gaining additional skills and experience, and obtaining a fresh career perspective. It would enable an injection of new ideas which would be shared with colleagues within the Library and Information Service.
- 3.4** The officer has agreed to remain in the Council's service for a period of at least two years following return from the exchange.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Salaries and associated costs will continue to be paid to each exchangee by their respective employers.
- 4.2 All relocation expenses including costs of arranging swap of accommodation and travel arrangements will be the responsibility of each exchangee.
- 4.3 There will be no additional costs to the Council as a direct result of the exchange.

#### **5. POLICY IMPLICATIONS**

- 5.1 The Council's conditions of service contain provisions for unpaid leave of absence for voluntary service overseas. Whilst this submission does not wholly meet with terms of that specific policy, as the secondment would be with pay, it is nevertheless considered to be within the spirit of the policy as the exchange would be conducted under the auspices of a formal public body.

#### **6. LEGAL IMPLICATIONS**

- 6.1 Legal aspects of the exchange including Public Liability Insurance, Health & Safety issues, National Insurance and Income Tax, and Work Permits will be co-ordinated by the Head of Personnel who will liaise with the relevant service Directors as appropriate.

#### **7. RECOMMENDATIONS**

- 7.1 It is recommended that the Sub-Committee:
  - i) agree in principle to approve an application being submitted by a Librarian to participate in an Officer Exchange Programme; and
  - ii) remit the matter to the Community Services Committee for final decision with regard to the implications for service delivery.

Fiona Lees  
Depute Chief Executive/Director of Corporate Resources  
30 January 2001

#### **LIST OF BACKGROUND PAPERS**

- 1. Bureau for International Library Staff Exchange

Anyone wishing further information on this report should contact Graham Haugh, Head of Personnel (01563 576092) or John Griffiths, Head of Leisure (01563 576264).

H/reports/13feb01/overseas exchange

**AGENDA**