

ANNEXATION I

EAST AYRSHIRE COUNCIL

JOINT CONSULTATIVE COMMITTEE (APT&C ETC) STAFF

MINUTES OF MEETING HELD ON TUESDAY 22 OCTOBER 1997 AT 1530 HOURS IN THE CIVIC HALL, CIVIC CENTRE, JOHN DICKIE STREET, KILMARNOCK

PRESENT: Councillors Eric Jackson, Kathleen Hall, David Sneller and Jimmy Boyd; Forbes Marshall, Matt McLaughlin and Alan Mills (Representing UNISON); and William Morton (ACTS).

ATTENDING: Iain McLachlan, Director of Personnel Services; Barbara Haughan, Director of Support Services; George Park, Employee Relations Manager; Bill Walkinshaw, Principal Administrative Officer and Anne Fairbairn, Administrative Officer.

APOLOGIES: Councillors Drew McIntyre, Alan Campbell, Jim O'Neill and Bob Beattie; and Hugh Melvin, Claire Campbell, Graham Cumming and Margaret Jamieson (Representing UNISON).

MEMBERSHIP

1. The Committee were advised that Councillor Eric Jackson had replaced Councillor Eric Ross as a member of this Committee.

APPOINTMENT OF CHAIR

2. There was submitted a report (circulated) by the Joint Secretaries recommending special arrangements for the appointment of the Chair of the meeting.

It was agreed, that as an exception to the constitution, not to be regarded as a precedent, the meeting of the Joint Consultative Committee be chaired by a Council representative with an appointment to the Chair from the staff side being made at the next meeting, in early January 1998, for the purposes of the schedule of meetings to be held during that year.

Councillor Eric Jackson was appointed to the Chair.

EXCLUSION OF PRESS AND PUBLIC

3. It was recommended 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 Scheduled 7A of the Act".

MINUTES OF PREVIOUS MEETING

4. There was submitted and approved as a correct record the Minutes of the previous meeting of 22 August 1996.

MATTERS ARISING FROM THE MINUTES

5.1 RATIONALISATION OF CONDITIONS OF SERVICES (Item 3.3, Page 1240)

The Director of Personnel Services reported that the programme of rationalisation of the inherited Conditions of Service had largely been concluded with only car allowances outstanding. Discussions had taken place with Trade Unions on this particular matter and were continuing and it was hoped to report to the Personnel Sub-Committee on that particular matter before the end of the calendar year.

In addition discussions had been arranged with Trade Unions to discuss the implementation of Council policies and programmes already approved, principally the employee development scheme and welfare facilities.

It was noted that the Personnel Services Sub-Committee would receive a report regarding the rationalisation of Conditions of Service allowances in due course.

5.2 TRADE UNION REFORM AND EMPLOYMENT RIGHTS ACT 1993: SECTION 15: DEDUCTION OF TRADE UNION SUBSCRIPTIONS ("CHECK-OFF" FACILITIES) (Item 5, Page 1240)

The Staff Side reported that from their records it was estimated that 300 mandates had not yet been returned and requested that the matter be pursued to determine if any mandates were still with the Department of Finance for processing.

It was agreed that the Director of Personnel Services request the Director of Finance to investigate the position with regard to outstanding mandates and if considered appropriate issue new mandates.

5.3 PROPOSED SOCIAL CLUB (Item 9, Page 1241)

The Staff Side reported that a Steering Committee had been established by employees based at Lugar to investigate the establishment of a social club purely for employees based at Lugar but recognised the benefits of an East Ayrshire Social Club.

It was agreed that the Director of Personnel Services pursue with the Staff side on what basis an employee Social Club be established within East Ayrshire Council.

5.4 WORK PLACE NURSERY PROVISION (CRÈCHE FACILITIES) (Item 10, Page 1242)

There was submitted a report dated 13 October 1997 (circulated) by the Joint Secretary (Staff Side) requesting that the Council consider the provision of work place crèche facilities for Council employees.

The meeting heard that although this request had been previously considered at a Staff JCC meeting, staff employees continued to make representations to the Staff Trade Unions on the subject of workplace crèche facilities. Reference was also made to the present Government's election Manifesto when commitment was given to a new deal for lone parents, in recognition that many parents with children would like to work but cannot find or afford quality child care.

Councillor Sneller, reported that the Council was awaiting further details of the Government's proposals on the Welfare to Work Initiative with specific reference to any child care facilities and commented that as a result of the diverse nature of East Ayrshire services, a survey of child care facilities linked with the level of demand required to be undertaken.

It was agreed:

- (i) that the Director of Personnel Services report on the latest position regarding the Government's intention to provide quality child care, together, with existing child care facilities operated by Service Departments within East Ayrshire Council; and
- (ii) that the Trade Union representatives ascertain from their members the level of demand for child care facilities, together, with possible locations and report.

5.5 CREDIT UNION FACILITIES (Item 12, Page 1242)

It was reported and noted that 216 employees had subscribed to the Credit Union Scheme and that Trade Unions were proposing to include information regarding the Credit Union in their Union publications.

DECENTRALISATION UPDATE

6. The Director of Support Services gave a brief resume on the present position with regards to the Council's Decentralisation programme when the meeting heard that:
- (i) the Scheme had been submitted to the Scottish Office;
 - (ii) the Decentralisation Scheme had been successful in achieving a SOLACE award; and
 - (iii) seven Local Committees and three Local Planning Committees, together, with Community Forums had been established.

In addition, reference was made to the establishment of a Biannual Meeting of Community Councils within the Decentralisation process.

The decentralised Local Office Network was also highlighted and the Director advised that information technology systems were being installed within each of the existing fourteen offices and in addition a refurbishment programme was underway in respect of Bellfield, Riccarton and Auchinleck.

The Director further advised that the next phase involved the provision of Local Offices at Patna, Kilmaurs and New Farm Loch and would include the provision of staff training, and the development of cash collection taking cognisance of customer feedback.

It was agreed to note the verbal report.

NEW PAYROLL/HR SYSTEM

7. There was submitted a report (circulated) by the Director of Personnel Services advising the Committee on the progress being achieved in the development of a new corporate integrated Payroll/HR computer system in conjunction with CYBORG (UK) Ltd.

It was agreed:-

- (i) to submit a further progress report to the next meeting; and
- (ii) otherwise, to note the contents of the report.

DEDUCTION OF COUNCIL TAX FROM SALARIES AND WAGES

8. There was submitted a report dated 13 October 1997 (circulated) by the Joint Secretary (Staff Side) requesting the introduction of a facility for employees of the Council to make provision for the deduction of Council Tax payment directly from their salaries and wages.

The Director of Personnel Services reported that such a facility should be available to staff resident within East Ayrshire early in 1998.

It was agreed to note the position of the report.

DATE OF NEXT MEETING

9. It was agreed:
- (i) that the next meeting of the Joint Consultative Committee (APT&C Etc) be held on Thursday 8 January 1998 at 1400 hours at a venue to be agreed; and
 - (ii) that a timetable of meetings be established within the Council's Committee Cycle which would then enable Departmental JCC's to schedule their meetings accordingly.

The meeting terminated at 1605 hours.