

EAST AYRSHIRE COUNCIL

COMMERCIAL OPERATIONS COMMITTEE

**MINUTES OF MEETING HELD ON TUESDAY 28 JANUARY 1997 AT 1000 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Jim O'Neill, Drew McIntyre, Ronald Brailsford, Alan Campbell, John Knapp, Jimmy Carmichael, Robert Taylor, John Smith and Eric Jackson.

ATTENDING: Fiona Lees, Depute Chief Executive; Des Tierney, Director of Commercial Operations; William McKenzie, Senior Depute Director of Commercial Operations; Robin Gourlay, Depute Director of Commercial Operations; Graham Haugh, Depute Director of Personnel Services; David McLellan, Senior Accountant, Department of Finance; David Morgan, Public Relations Officer; Bill Walkinshaw, Principal Administrative Officer; and Gillian Hamilton, Administrative Officer.

APOLOGIES: Provost Robert Stirling, Councillors Kathleen Hall, David Sneller and Tommy Farrell.

CHAIR: Councillor Jim O'Neill (Chair).

**BUDGETARY CONTROL SUMMARY STATEMENT - COMMERCIAL
OPERATIONS TOTAL TO 3 JANUARY 1997 (PERIOD 10)**

1. There was submitted and noted a report dated 21 January 1997 (circulated) by the Director of Finance advising of the current budgetary control position of Commercial Operations for the period ended 3 January 1997 (period 10).

COMMERCIAL OPERATIONS DEPARTMENT - SERVICE PLAN 1996-1999

2. There was submitted a report dated 13 January 1997 (circulated) by the Director of Commercial Operations outlining the Department's proposed Service Plan for the period 1996-1999.

It was agreed:-

- (i) to endorse the proposed Service Plan;
- (ii) to approve the document for submission to the Policy and Resources Committee; and
- (iii) otherwise to note the contents of the report.

GROUNDS MAINTENANCE WORKING PARTY

3. There was submitted a report dated 9 January 1997 (circulated) by the Director of Commercial Operations outlining the findings of a short-term Grounds Maintenance Member/Officer Working Group and proposing a course of action following examination of the projected outturn for 1996/97 for grounds maintenance work.

It was noted that reference to Councillor Campbell as a Member of the Working Group had been omitted from the report.

It was agreed:-

- (i) that the proposed reduced programme of work requiring that core workforces be reduced in order to match income received through the Grounds Maintenance contracts arranged by the Department of Community Services, be implemented as soon as practicable and in line with the proposals contained in the report; and
- (ii) to request that a Management Trade Union Working Group, established within the Department of Commercial Operations, continue to discuss relevant matters and report as appropriate to the Grounds Maintenance Member/Officer Working Group.

CLEANSING - VEHICLE REPLACEMENTS

4. There was submitted a report dated 9 January 1997 (circulated) by the Director of Commercial Operations advising of steps taken by the Department to replace two vehicles damaged irreparably and requesting that the Committee endorse the action.

It was noted that appropriate insurance claims had been made in respect of the loss of the vehicles, that both of the vehicles were fundamental to maintaining service delivery and that the costs of the replacement vehicles were borne within existing contract and were not therefore additional costs.

It was agreed:-

- (i) to approve the purchase of two street sweeping vehicles by competitive tender in line with EC procurement legislation; and
- (ii) that the Director of Finance secure operational lease financing.

HEALTH AND SAFETY - REPORTING OF INJURIES, DISEASES AND DANGEROUS OCCURRENCES

5. There was submitted a report dated 6 January 1997 (circulated) by the Director of Commercial Operations advising (i) of the number of incidents/accidents reported in the period 1 November to 31 December 1996; and (ii) on the number of reports made to the Health and Safety Executive in terms of the reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

It was agreed:-

- (i) to note (a) that training associated with SCORE (Scottish Construction Operatives Register Executive) registration would be delivered in-house thereby allowing eligible Building and Works Operatives to be registered as agreed by the Committee on 3 December 1996 (Item 5, Page 1561); and (b) that the engineering operatives who were non-eligible for Score Scheme Registration would receive in-house, training of a standard similar to that offered through the Score Scheme;
- (ii) to continue to monitor health and safety statistical information; and
- (iii) otherwise to note the report.

EQUAL OPPORTUNITIES - COMMERCIAL OPERATIONS ACTION PLAN

6. There was submitted a report dated 13 January 1997 (circulated) by the Director of Commercial Operations informing of the Department's proposal to develop further its response to Equal Opportunities in support of the policy of the Council.

It was agreed to approve the Department's approach as detailed within the report, to progress its Equal Opportunities obligations in support of the Policy of the Council.

PROPOSED EXTENSION OF UNATTENDED FUEL DISPENSING SYSTEM

7. There was submitted a report dated 14 January 1997 (circulated) by the Director of Commercial Operations seeking approval for the extension of the computerised fuel dispensing and management system currently operating successfully in the former Kilmarnock and Loudoun District Council area.

It was agreed:-

- (i) to extend the fuelling system presently located at Western Road, Kilmarnock, and authorise the Director of Commercial Operations to open discussions with the appropriate Trade Union concerning re-deployment of the Pump Attendant employed at Crookedholm; and
- (ii) to advise West of Scotland Water Authority of the Council's intentions.

The meeting terminated at 1019 hours.