

EAST AYRSHIRE COUNCIL

REORGANISATION COMMITTEE - COMMON SERVICES SUB-COMMITTEE

**Minutes of meeting held on Thursday 22 June 1995 at 10am
in the Council Offices, Lugar, Cumnock**

PRESENT: Councillors Mrs W Doyle (Chair), R Brailsford, J Carmichael, T Farrell, D Fulton, J Knapp, A McIntyre, Mrs K Nicoll, E Ross, G Smith, D Sneller and G Turnbull.

ATTENDING: D Montgomery, Chief Executive; L Barr, M Gilmour, Services Managers, Department of Information Technology, Strathclyde Regional Council; J Spooner, Principal Business Adviser, Strathclyde Business Development Unit, Strathclyde Regional Council; G Coleman, Economic Development Officer (KLDC); J Wallace, Director of Strategic Development, Enterprise Ayrshire; I Cumming, Depute Director of Legal Services, Strathclyde Regional Council; E S Morton, Director of Administration and Legal Services (KLDC); K McVey, Legal Adviser (CDVDC); E Baird, Depute Director of Personnel (KLDC); M Rose, Assistant Director, Personnel Services, Strathclyde Regional Council; G Park, Administrative Officer, Personnel Services (CDVDC); B Davidson, Contracts Manager, Roads and Transport Direct, Strathclyde Regional Council; S Finlayson, Director of Cleansing and Environmental Health (KLDC); R Pollock, Cleansing Manager (CDVDC); I Barker, Depute Director of Technical Services (KLDC); I Shearer, L Brownlie, Department of Architecture and Related Services; T Wilkie, (CDVDC), S Chorley and A M Carr, Chief Executive's Department.

APOLOGIES: Councillor G Cree.

1. MINUTES OF PREVIOUS MEETING

Submitted and approved minutes of meeting held on 5 June 1995 subject to recording Councillor Carmichael's apologies.

2. PRESENTATIONS BY OFFICERS (SRC/KLDC/CDVDC AND ENTERPRISE AYRSHIRE)

(a) INFORMATION TECHNOLOGY

L Barr and M Gilmour, Department of Information Technology, Strathclyde Regional Council, gave a presentation to members highlighting:-

- (i) Current services and resources;
- (ii) key issues;
- (iii) options for ways forward;
- (iv) priorities;

- (v) areas requiring prompt decisions

There followed a question and answer session.

(b) PERSONNEL SERVICES

E Baird, gave a presentation to members highlighting, with an indicative timetable for addressing the relevant matters:-

- (i) Senior appointments;
- (ii) Transfer schemes - consultation with Trade Unions;
- (iii) Recognition of Trade Unions;
- (iv) Organisation of personnel function;
- (v) Development of personnel policies, procedures and administration systems;
- (vi) Harmonisation of conditions of service.

There followed a question and answer session.

(c) LEGAL SERVICES

E S Morton, K McVey and I Cumming gave a joint presentation to members highlighting the relevant issues which required to be addressed by East Ayrshire Council as outlined below:-

- (i) Appointment of Head of Service;
- (ii) Statutory Obligations;
- (iii) Current Services/Skills Based Audit;
- (iv) Staff Transfer Order;
- (v) Compulsory Competitive Tendering;
- (vi) Decentralisation;
- (vii) District Court Function; and
- (viii) Licensing Board.

There followed a question and answer session.

(d) ECONOMIC DEVELOPMENT

S Chorley, G Coleman and J Wallace gave a joint presentation to members highlighting the main areas concerning Economic Development Services. The main issues for consideration were:-

- (i) the identification of proposals for the maintenance and development of direct economic development programmes;
- (ii) the preparation of EU and Urban Programme Grant Applications 1996/97 (EU applications to be submitted in Autumn 1995);
- (iii) consideration of how East Ayrshire Council might influence the management and future provision of EU funds;
- (iv) the preparation of an Economic Development Strategy as a framework for the new Council's services;

- (v) the re-establishment of partnerships with other local, national and European organisations; and
- (vi) the establishment of appropriate Committee and departmental structures to supervise the implementation of the strategy.

There followed a question and answer session.

(e) INTERNAL TRANSPORT

B Davidson, S Finlayson and R Pollock gave a presentation to members highlighting relevant points as undernoted, together with a draft timetable in relation to the provision of an Internal Transport Service:-

- (i) service delivery (present arrangements and future options);
- (ii) depots (suitability of available facilities);
- (iii) vehicles (allocation, livery replacement policy);
- (iv) contracts (vehicle maintenance, fleet management and supply contracts);
- (v) preparation for application for operator's licence;
- (vi) radio communications;
- (vii) personnel; and
- (viii) insurance.

There followed a question and answer session.

(f) TECHNICAL SERVICES

I Barker and I Shearer gave a presentation to members highlighting the following issues which required to be addressed by the new Council:

- (i) the need to address the shortfall in the skills base;
- (ii) consideration of the development of a risk management strategy in relation to property;
- (iii) adherence to the implications of all new legislation/regulations.

There then followed a question and answer session.

3. CONCLUSION

The Chief Executive undertook to arrange for the key issues identified to be drawn to the attention of relevant committees in the Council's new structure which would be put in place from August 1995 in order that options might be further developed and recommendations brought forward for decision by the Council in due course.