

EAST AYRSHIRE COUNCIL

COMMON SERVICES SUB-COMMITTEE

**Minutes of meeting held on Monday 5 June 1995 at 10am
in the Council Chambers, Civic Centre, Kilmarnock**

- PRESENT:** Councillors Mrs Wilma Doyle (Chair), Ronald Brailsford, Gordon Cree, Tommy Farrell, David Fulton, Mrs Kathleen Hall, John Knapp, Andrew McIntyre, Eric Ross, George Smith, David Sneller and George Turnbull.
- ATTENDING:** D Montgomery, Chief Executive; and A M Carr/J Murray, Administrative Officers, Chief Executive's Department.
- APOLOGY:** Councillor Mrs Kim Nicoll.

1. QUORUM

The members unanimously agreed that the quorum for the meeting be four members.

2. TERMS OF REFERENCE

There were submitted and approved Terms of Reference for the Common Services Sub-Committee as shown in Appendix I to this minute.

3. CHAIR'S REMARKS

The Chair welcomed members to the first meeting of the Common Services Sub-Committee and drew attention to the list of those services previously issued which were common to Strathclyde Regional Council and to Kilmarnock and Loudoun and Cumnock and Doon Valley District Councils. It was noted that both Technical Services and Purchasing should be added to the list of common services. The Chair then invited the Chief Executive to comment briefly on the position in relation to a number of these common services and the interests of other Committees and Sub-Committee.

4. DISCUSSION ON COMMON SERVICES

The Chair invited members of the Sub-Committee to comment from the Common Services Sub-Committee's perspective on the Joint Advisory Committee appendices detailed below.

- (a) APPENDIX I - ADMINISTRATION, CHIEF EXECUTIVE'S AND LEGAL SERVICES (DISTRICT COUNCILS)**
- (b) APPENDIX 16 - LEGAL SERVICES (SRC)**
- (c) APPENDIX 10 - FINANCE**
- (d) APPENDIX 20 - PERSONNEL**
- (e) APPENDIX 15 - INTERNAL TRANSPORT**

- (f) APPENDIX 13 - INFORMATION TECHNOLOGY**
- (g) APPENDIX 21 - PLANNING**
- (h) APPENDIX 7 - ECONOMIC DEVELOPMENT**

Following discussion it was agreed to seek joint officer presentations on the above topics for the next meeting of the Sub-Committee, focusing on East Ayrshire issues, the options available to address these and the associated timetable for decision making on these issues by the new authority.

5. DURATION OF MEETING

The meeting terminated at 11am.

APPENDIX 1

COMMON SERVICES SUB-COMMITTEE

TERMS OF REFERENCE

All matters relating to support or concurrent services provided by the three contact Councils in East Ayrshire (including Admin, Legal Services, Finance, Personnel, Internal Transport, Information Technology, Planning, Economic Development, but excluding Property Services).