

EAST AYRSHIRE COUNCIL

SPECIAL AD HOC COMMERCIAL STRATEGY REVIEW COMMITTEE

**MINUTES OF MEETING HELD ON MONDAY 24 MAY 1999 AT 1400 HOURS IN
THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Drew McIntyre, Eric Jackson, Douglas Reid, Harry Wilson, David Macrae, Jane Darnbrough and Finlay MacLean.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; William Stafford, Director of Community Services; Alex McPhee, Director of Finance; James Lavery, Director of Homes and Technical Services; Colin Houston, Chief Auditor; Iain McLachlan, Executive Director; Martin O'Rourke, Principal Officer and Julie Armstrong, Senior Administrative Officer.

CHAIR: Councillor Drew McIntyre, Chair.

TIMETABLE OF MEETINGS

1. It was reported that to assist with Committee timetable arrangements the Main Meeting Room, Council Headquarters had been reserved to provide the opportunity for a further meeting of this Committee on Monday 28 June 1999 at 1400 hours.

These arrangements were agreed.

It was further noted that a review of Service Committee's responsibilities would be undertaken with a view to transferring reporting responsibility for the Business Units to the appropriate Service Committees and standing down the Special Ad Hoc Commercial Strategy Review Committee.

FUTURE TIMETABLE

2. There was submitted and noted a report dated 18 May 1999 (circulated) by the Chief Executive which updated the timetable for the submission of reports to future meetings for the Special Ad Hoc Commercial Strategy Review Committee or appropriate Service Committees.

**AUTHORITIES BUYING CONSORTIUM - SUPPLIES FOR DLOs and DSOs
(Item 2, Page 4230)**

3. There was submitted a report dated 18 May 1999 (circulated) by the Director of Corporate Services which provided an update on the position relative to the possibility of extending yet further the scope of the Authorities Buying Consortium in respect of the supplies for DLOs and DSOs.

It was agreed to note the contents of the report and that a further report be prepared to advise of the outcome of the Authorities Buying Consortium's investigations and the response of other member Councils where matters were still under consideration.

PERFORMANCE MONITORING - LEISURE MANAGEMENT DSO

4. There was submitted a report dated 13 May 1999 (circulated) by the Director of Community Services which advised of the procedures in place to monitor the performance of the Leisure Management DSO.

It was agreed to endorse the monitoring arrangements for the Sport and Leisure Management Contract.

PERFORMANCE MONITORING - GROUNDS MAINTENANCE DSO

5. There was submitted a report dated 13 May 1999 (circulated) by the Director of Community Services which advised of the procedures in place to monitor the performance of the Grounds Maintenance DSO.

It was agreed to endorse the arrangements for monitoring the Grounds Maintenance work.

PERFORMANCE MONITORING - CLEANSING DSO

6. There was submitted a report dated 18 May 1999 (circulated) by the Director of Community Services which advised of the procedures in place to monitor the performance of the Cleansing DSO.

It was agreed:-

- (i) to endorse the monitoring arrangements for refuse collection and street sweeping services;
- (ii) that the Director of Community Services provide all Members with information on the standard and frequency of street sweeping services within their particular Ward; and
- (iii) that the Director of Community Services would look into the provision of litter bins across the area with a view to installing additional bins in areas of identified priority.

EXTERNAL VALIDATION OF THE ROADS CONTRACT UNIT BUSINESS PLAN 1999/2000 (Item 5, Page 4545)

7. There was submitted a report dated 20 May 1999 (circulated) by the Chief Executive which requested the Committee to confirm the extension of the remit of Capita consultants to provide external validation of the Roads Contract Unit Business Plan for 1999/2000 as required by the Secretary of State in terms of his Direction to East Ayrshire Council under the Local Government Planning and Land Act 1980: Section 19(b) and assistance with the development of the Business Plan.

It was agreed:-

- (i) to confirm the extension of the remit of Capita consultants to include the validation of the Roads Contract Unit Business Plan for 1999/2000 together with support on the development of the Business Plan and preparation of financial forecasts for the next two financial years; and
- (ii) otherwise, to note the contents of the report.

EXCLUSION OF PRESS AND PUBLIC

8. The Committee resolved 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 involved the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item.

NOTE OF MEETINGS WITH TRADE UNION REPRESENTATIVES REGARDING SPECIAL AD HOC COMMERCIAL STRATEGY REVIEW COMMITTEE (PARA 11)

- 9.1 There were submitted and noted Minutes of meeting held on 6 April 1999 (circulated).
- 9.2 There were submitted and noted Minutes of meeting held on 23 April 1999 (circulated).

BUILDING AND WORKS INVOICES (PARA 6)

10. There was submitted and noted a report dated 11 May 1999 (circulated) by the Director of Homes and Technical Services which informed of the progress made in dealing with Building and Works suppliers invoice processing.

Councillor Macrae joined the meeting at this point.

BUILDING AND WORKS INCOME RECOVERY (PARA 6)

11. There was submitted and noted report dated 11 May 1999 (circulated) by the Director of Homes and Technical Services which informed of the amount of income against budget recovered by Building and Works up to and including 31 March 1999.

BUILDING AND WORKS STORES UPDATE (PARA 6)

12. There was submitted a report dated 18 May 1999 (circulated) by the Director of Homes and Technical Services which advised of issues relating to Building and Works stores in particular to the progress made following the introduction of continuous stocktaking and the initial results of the remedial action recommended by Internal Audit in the reports dated 24 February and 6 April 1999.

It was agreed to note:-

- (i) progress made in implementing the Internal Audit checks;
- (ii) the continued involvement of Internal Audit in monitoring the current situation and assisting in the implementation of the Stores Management System; and
- (iii) the content of the report.

STREET CLEANSING - EQUIPMENT REPLACEMENT (PARA 6) (Item 12, Page 3957)

13. There was submitted a report dated 13 May 1999 (circulated) by the Director of Community Services which requested authorisation of the acceptance of tenders for the supply and maintenance of Ride-on Street Sweeping machines to replace existing machines.

It was agreed:-

- (i) to approve acceptance of the tender from Applied Sweepers for the supply of eight Ride-on Sweeping Machines with contract service maintenance over a four year period. This tender representing the lowest bid which fully met the award criteria as follows:-
 - (a) the supply of eight Ride-on Street Sweeping machines two of which would have dog excrement removal devices at a capital cost of £97,778.
 - (b) The contract service of the above eight Ride-on Street Sweeping machines at an annual revenue cost of £27,779; and
- (II) that the Director of Finance secure operating leases of four years in respect of the capital sum.

The meeting terminated at 1440 hours