

**EAST AYRSHIRE COUNCIL**

**COMMERCIAL OPERATIONS COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 12 MARCH 1997 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jim O'Neill, Ronald Brailsford, Provost Robert Stirling, Councillors John Knapp, David Sneller, 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; Stewart Gillan, Commercial Operations Manager, Department of Commercial Operations; Angela Graham, Surveyor, Property Services Section; Graham Kerr, Public Relations Officer, Bill Walkinshaw, Principal Administrative Officer; and Gillian Hamilton, Administrative Officer.

**APOLOGIES:** Councillor Drew McIntyre, Alan Campbell and Tommy Farrell.

**CHAIR:** Councillor Jim O'Neill, Chair.

**ROADS AND BUILDING AND WORKS CONTRACTS 1997**

1. There was submitted and noted a report dated 25 February 1997 (circulated) by the Director of Commercial Operations advising that both Roads and Building and Works contracts currently being operated in accordance with the Local Government Planning and Land Act 1980 (Competition) Scotland Regulations 1995 were due to terminate on 30 June 1997 and that Commercial Operations were preparing for contracts available for their Building and Works and Roads Sections.

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

2. There was submitted a report dated 24 February 1997 (circulated) by the Director of Commercial Operations advising of the number of incidents/accidents reported in the Period 1 January to 31 January 1997 and advising 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) that future Health and Safety reports include a comparison with statistics from other Local Authorities and the Trade in general, and comments from East Ayrshire Council's Health and Safety Officer on the statistics; and
- (ii) to continue to monitor Health and Safety statistical information and otherwise to note the contents of the report.

Councillor Taylor joined the meeting during discussion of this item.

**PROPOSED COMMERCIAL OPERATIONS HEADQUARTERS -  
HOLMQUARRY ROAD, KILMARNOCK (ITEM 10, PAGE 1563)**

3. There was submitted a report dated 24 February 1997 (circulated) by the Director of Commercial Operations advising of the current position on the proposed lease of the former British Gas building at Holmquarry Road, Kilmarnock.

It was agreed:

- (i) that, subject to legal agreement on the lease, Commercial Operations now commence their move into the property; and
- (ii) otherwise to note the report.

**MEMBER/OFFICER WORKING GROUP ON CATERING SERVICE**

4. There was submitted a report dated 24 February 1997 (circulated) by the Director of Commercial Operations proposing the setting up of a Member/Officer Working Group to review the catering service.

It was agreed:

- (i) to establish a Member/Officer Working Group to review the school catering services;
- (ii) to remit to Council the appointment of 4 members (3 Administration and 1 Opposition) to the Working Group and in this respect, it was recommended that one of the Administration members would be Councillor Carmichael as Chair;
- (iii) to invite the Education Committee to appoint one further member to the Working Group;
- (iv) that an interim report be submitted by the short-term Member/Officer Working Group to the June meeting of the Commercial Operations Committee on arrangements made to achieve savings agreed by Council in respect of the Catering Services in Education;
- (v) that "Healthy Eating" aspects identified by the Commercial Operations Member/Office Working Group be remitted to the Healthy Eating Member/Officer Working Group established by the Policy and Resources Committee; and
- (vi) that a final report from the Commercial Operations Member/Officer Working Group be submitted to the October meeting of Commercial Operations Committee.

**PROGRESS REPORTS**

**5.1 BUILDING AND WORKS, ROADS AND TRANSPORT**

There was submitted a report dated 24 February 1997 (circulated) by the Director of Commercial Operations providing information on recent and ongoing issues within the Section.

It was agreed:

- (i) to invite apprentice electrician, Christopher Boyle, to the next meeting for a presentation in recognition of his training achievements.
- (ii) otherwise to note the report.

## **5.2 DIRECT SERVICES**

There was submitted and noted a report dated 25 February 1997 (circulated) by the Director of Commercial Operations informing on some of the key issues within each of the services comprising Commercial Operations Direct Services.

### **EXCLUSION OF PRESS AND PUBLIC**

6. 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 Paragraph 6 of Schedule 7A of the Act.

### **BUDGETARY CONTROL SUMMARY STATEMENT - COMMERCIAL OPERATIONS TOTAL TO 31 JANUARY 1997 (PERIOD 11)**

7. There was submitted and noted a report dated 25 February 1997 (circulated) by the Director of Finance advising of the current budgetary control position of Commercial Operations for the Period ending 31 January 1997 (Period 11).

### **GROUNDS MAINTENANCE WORKING PARTY (ITEM 3, PAGE 1722)**

8. There was submitted a report dated 27 February 1997 (circulated) by the Director of Commercial Operations providing an update of further research and progress to plan a restructuring and determine the optimum work force establishment for the service.

It was agreed:

- (i) to approve the actions detailed within Section 4.1 and note the proposals under Section 5.1 of the report; and
- (ii) that the necessary discussions be progressed with Trade Unions and the Department of Community Services as a matter of urgency.

The meeting terminated at 1051 hours.