

## **EAST AYRSHIRE COUNCIL**

### **MINUTES OF INTERIM EXECUTIVE COMMITTEE HELD IN THE COUNCIL CHAMBERS, KILMARNOCK AND LOUDOUN DISTRICT COUNCIL OFFICES ON WEDNESDAY 3 MAY 1995 AT 9.30AM**

- PRESENT:** Councillors David Sneller (Chair), James Boyd, Daniel Coffey, Wilma Doyle, Andrew McIntyre, Kim Nicoll, Irene Reeves, Robert Stirling and Robert Taylor.
- ATTENDING:** M C Reed, Interim Clerk; A Fairbairn, Administrative Officer; and C Johnston, Interim Finance Officer.
- APOLOGIES:** Councillor Douglas Reid.

#### **1. MINUTE OF PREVIOUS MEETING**

The minute of the previous meeting was submitted and approved.

#### **2. BUDGET**

There was submitted a report (tabled) by the Interim Finance Officer of May 1995 to advise the meeting of the present position with regard to expenditure in relation to the East Ayrshire Council.

Mr Johnston outlined the report and responded to members' questions in respect of:

- (a) payment of salary to the Chief Executive which will commence following that appointment;
- (b) Members' Allowances to be paid from the current week;
- (c) recharges from other Authorities and the level of estimation in respect of this figure, when the Committee heard that the actual figure would be available by the end of May 1995.

Following discussion it was agreed to note the terms of the report.

#### **3. INTERIM COMMITTEE STRUCTURE**

Reference was made to the meeting of 24 April 1994 when that Committee had agreed that more detailed proposals be prepared on the composition of the proposed Interim Committee.

Thereon, there was submitted a report (issued) of May 1995 by the Interim Clerk proposing an Interim Committee structure for the East Ayrshire Council as follows:

- (a) Policy and Resources Committee (12 members);
- (b) Recruitment and Personnel Committee (7 members);
- (c) Reorganisation Committee (30 members) - This Committee to consist of the full Council with Sub-Committees as follows:
  - (i) Property Sub-Committee - 10 members
  - (ii) DLO/DSO Sub-Committee - 10 members
  - (iii) Disaggregated Services Sub-Committee - 20 members

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|-------|-------------------------------------|------------|
| (iv)  | Aggregated Services Sub-Committee - | 20 members |
| (v)   | Common Services Sub-Committee -     | 15 members |
| (vi)  | Joint Services Sub-Committee -      | 15 members |
| (vii) | Decentralisation Sub-Committee -    | 15 members |

(d) External Agencies Committee (9 members).

Having heard Dr Reed in explanation regarding the Committee and Sub-Committee's remits, and in answer to members' questions, which included:

- (i) reference to the political composition of the Reorganisation Committee and the establishment of its attendant Sub-Committees which would be ascertained following the East Ayrshire Council meeting on 11 May 1995; and
- (ii) in respect of the External Agencies Committee the desirability of preparing a composite list indicating all external agencies involved,

it was then agreed to recommend to the Council at its next meeting:

- (A) that the Interim Committee Structure be established as outlined in the report;
- (B) that the initial remit be until the end of July 1995 or the first meeting of the Council thereafter; and
- (C) that a composite list of agencies as at (ii) above be prepared

## **5. ACCOMMODATION**

Reference was made to the East Ayrshire Joint Advisory Committee and its meeting of 29 March 1995 when it had been noted that the Buildings and Property Committee of Strathclyde Regional Council at its meeting of 28 March 1995 had agreed that the former James Hamilton Academy be held for a period of six months from the date of the Committee meeting to allow East Ayrshire Shadow Council an opportunity to pursue the possible use of the property, and when it had been agreed, *inter alia*, that officers from Strathclyde Regional Council should make arrangements as necessary for the use of the accommodation by the Shadow Council.

It was reported in this regard that the Chief Executive, Strathclyde Regional Council, had formed a project team comprising officers from the Department of Architecture and Related Services, Department of Information Technology and Department of Estates. In addition, the Network Manager (Ayr North) Roads, the Assistant Firemaster and the Director of Planning, Kilmarnock and Loudoun District Council had all been consulted on the proposals.

It was also reported that the project team had concentrated upon the ground floor accommodation which could be immediately occupied and was in the south and west wings of the building and highlighted on the drawing (Appendix I).

Thereon, there was submitted a report (tabled) of May 1995 by the Chief Executive, Strathclyde Regional Council, advising the East Ayrshire Council of further investigations undertaken by Officers of Strathclyde Regional Council with regard to the use of the accommodation at the former James Hamilton Academy, London Road, Kilmarnock.

The report referred to the initial costing of £51,400 which had been identified for partial occupation of the ground floor. In addition, however, with the installation of a

telephone system and the provision of a sum for contingencies the figure rose to £57,960, a fuller breakdown being shown at Appendix II.

In addition, the report made reference to:

- (a) traffic management on the site;
- (b) an application for change of use of the property which would require to be submitted to Kilmarnock and Loudoun District Council Planning Committee prior to its meeting on 8 June 1995;
- (c) the advice of the Assistant Firemaster with regard to the application for a Fire Certificate which would require to be submitted by the Shadow Council upon occupation;
- (d) the acquisition of furniture and fittings;
- (e) the requirements of the East Ayrshire Council if it wished to pursue the partial use of the ground floor at the former James Hamilton Academy; and
- (f) the Department of Information Technology's survey of the voice and data requirements for an administrative headquarters and various proposals in terms of:
  - (i) partial occupation of the ground floor;
  - (ii) total occupation of the ground floor; and
  - (iii) total occupation of the property.

Having heard Dr Reed in explanation and in answer to members' questions it was agreed:

- (A) to make a planning application to Kilmarnock and Loudoun District Council in time for consideration if necessary by the Planning Committee at its meeting on 8 June 1995;
- (B) to arrange a more detailed investigation by members of the submitted plan for occupation of James Hamilton Academy;
- (C) to pursue with Strathclyde Regional Council the possibility of obtaining funding for the initial costs on a recharge basis;
- (D) to pursue a bid to The Scottish Office regarding capital funding for an administrative headquarters in respect of the East Ayrshire Council; and
- (E) that an interest be declared in Sub-Regional Offices, Wellington Square, Ayr and similarly in the Strathclyde House complex, 20 India Street, Glasgow.

## **6. ADDITIONAL TEMPORARY STAFFING AND ACCOMMODATION ARRANGEMENTS**

The Interim Clerk made verbal reports as indicated hereunder.

**(a) ADDITIONAL TEMPORARY STAFFING**

Members were advised that an approach had been made to Cumnock and Doon Valley District Council regarding the secondment of a member of staff to the East Ayrshire Council, and that discussions were continuing.

Councillor Sneller indicated that Strathclyde Regional Council and Kilmarnock and Loudoun District Council had already seconded members of staff and it was therefore agreed to make approaches to those Councils with a view to obtaining further secondees if required.

**(b) ACCOMMODATION ARRANGEMENTS**

Dr Reed advised the meeting that Strathclyde Regional Council had offered to make available parts of its Kilmarnock Area/Registration Offices as further temporary accommodation for the East Ayrshire Council; however, there were practical difficulties because of the logistics of using accommodation normally utilised for civil marriage purposes.

Councillor Stirling then intimated that it may be possible through Kilmarnock and Loudoun District Council to obtain the use of the Committee Room North Block, John Finnie Street, Kilmarnock and it was agreed to approach the District Council in that regard.

In addition Dr Reed highlighted the difficulty that was being experienced with regard to telephone communication within the Civic Centre and following discussion the Interim Clerk was authorised to contact the Regional Council's Department of Information Technology to arrange as a matter of urgency the installation of direct telephone lines to the Civic Centre and any additional temporary accommodation used by the East Ayrshire Council.

**7. FURTHER OFFICER APPOINTMENTS**

There was submitted a report (issued) of April 1995 by the Interim Clerk with regard to further Officer appointments which require to be made timeously as the workload of the Council built up and plans developed for the assumption of operational responsibility for service from 1 April 1996.

The report also referred to the Council's being in a position to commence the recruitment of other Chief Officers as soon as the Chief Executive's post had been filled with the proviso that as some posts would not be defined until the Council's detailed management structure had been agreed, it would be appropriate to fill initially only those posts which will be essential to the establishment of the Authority's operation.

It was envisaged that these would include the Director of Finance, the Director of Personnel and a Head of Property Services. In addition, in advance of the determination of the Council's public relations arrangements, it might be desirable to appoint a full time Public Relations Officer, to report in the first instance to the Chief Executive.

The report also suggested that the Council might wish to proceed to an early appointment of a Director of Education, although the relationship between the Education and Leisure functions would need to be clarified before determining the specification for the post.

Having heard Dr Reed in explanation when he advised members that outline job descriptions in regard of Chief Officer posts had been prepared and in answer to members' questions when Councillor O'Neill indicated that the Public Relations post should be considered as being of the same level of importance as other chief officers posts, it was agreed:

- (a) that the Council's Personnel Adviser be authorised to prepare draft advertisements and proposed salaries and conditions of appointment for the Chief Officer posts for Finance, Personnel and Head of Property Services, for early consideration by the proposed Recruitment and Personnel Committee;
- (b) that the Personnel Adviser be similarly authorised to prepare draft details for a Public Relations post, for early discussion with the Recruitment and Personnel Committee and the Chief Executive on the latter's appointment.

It was further agreed to recommend to the Council at its next meeting:

- (i) that following the Chief Executive's appointment, the proposed Policy and Resources Committee identify, as a matter of urgency, other key posts which it would be desirable to fill at an early stage; and
- (ii) that the proposed Recruitment and Personnel Committee be empowered to take any necessary consequential action.

## **8. CONFERENCES**

Having heard the Interim Clerk with regard to future action in respect of Councillors' attendances at Conferences, nominations in respect of the following conferences were agreed:

<u>Name of Conference</u>	<u>Delegate</u>
Chartered Institute of Public Finance and Accountancy (CIPFA)	Eric Jackson and Jim O'Neill SNP representative to be notified
Scottish Wildlife and Countryside Link	Bob Beattie or David Fulton SNP representative - Kathleen Hall

## **9. TRUNK ROADS AGENCY**

There was submitted and approved a report (issued) of April 1995 by the Interim Clerk which enclosed a letter from the Director of Roads, Strathclyde Regional Council, outlining the implications of The Scottish Office's proposals for the trunk road network, including the possible effects on Regional Council staff presently employed on Trunk Road Agency duties, and seeking authority for the Regional Council to represent the interests of East Ayrshire Council in preparing local authority consortia to bid for Agency status for the proposed "premium" and "all purpose" networks.

Following discussion members expressed concern with regard to the content of Appendix I to the Director's letter, which indicated that The Scottish Office proposed to trunk the A71 road and not the A70, and it was also agreed that the Council should write to The Scottish Office urging that both roads should be trunked.

## **10. JOINT COSLA/TRADE UNION FORUM - LOCAL GOVERNMENT REORGANISATION - TRANSITION ARRANGEMENTS**

There was submitted a report (issued) regarding the joint CoSLA/Trade Union Forum - Local Government Reorganisation - in respect of the transitional arrangements, dealing with:

- (a) transfer of employees;
- (b) training and development;
- (c) compensation arrangements; and
- (d) monitoring of the transitional process.

Following discussion it was agreed that this report be submitted as an item on the Agenda for the East Ayrshire Council's consideration at its meeting on 11 May 1995.

**11. AYRSHIRE AND ARRAN HEALTH BOARD -  
FUTURE PROVISION OF HEALTH AND CARE SERVICES FOR  
CUMNOCK, MAUCLINE AND SURROUNDING AREAS**

There was submitted a report (issued) by the Ayrshire and Arran Health Board regarding the future provision of health care services for Cumnock, Mauchline and surrounding areas.

Following discussion, members voiced concern regarding the content of the report in respect of:

- (i) the lack of specific commitments to provide services at identified sites;
- (ii) the possible privatisation of services; and
- (iii) the threat to Health Service jobs.

Having heard Councillor Sneller it was agreed to:

- (A) remit this report to the proposed External Agencies Committee;
- (B) forward a letter to Ayrshire and Arran Health Board requesting a presentation in respect of the report; and
- (C) otherwise, to note the contents of the report.