

**EAST AYRSHIRE COUNCIL**

**APT&C STAFF ETC JOINT CONSULTATIVE COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 4 APRIL 1996 AT  
1030 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Drew McIntyre, Kathleen Hall, Bob Beattie, Eric Ross and David Sneller; Forbes Marshall, Alan Mills, Tracy Dalling, Claire Campbell, Graeme Cumming (all Unison), and William Morton (ACTS).

**ATTENDING:** David Montgomery, Chief Executive; Iain McLachlan, Director of Personnel Services; Graham Haugh, Depute Director of Personnel Services; Julie Armstrong, Administrative Officer and Anne Fairbairn, Senior Administrative Assistant; Margaret Jamieson (Unison), and Ian King (APEX).

**APOLOGIES:** Councillors Alan Campbell, Jim O'Neill and Jimmy Boyd.

**CHAIR:** Councillor Drew McIntyre, Chair.

**EXCLUSION OF PRESS AND PUBLIC**

1. The Committee resolved in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, that 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 11 of Schedule 7A of the Act.

**MINUTES OF MEETING OF 12 FEBRUARY 1996**

2. The Minutes of the previous Meeting of 12 February 1996 were submitted and approved (circulated).

**MATTERS ARISING**

3. The following matters arose from the Minutes.

**3.1 CONSULTATION DOCUMENT, DECENTRALISATION - "PUTTING THE  
COMMUNITY FIRST" (P&R 26/3/96 Page 626)**

Unison representatives advised that they had submitted comments regarding the above document as requested.

It was agreed to note the comments.

**3.2 TRADE UNION SECONDMENT AND FACILITY TIME FOR TRADE UNION  
REPRESENTATIVES (P&R 26/3/96 Page 627)**

The Trade Union side advised that Tracy Dalling (Unison) was nominated as the Trade Union representative to be seconded full-time to facilitate work generated by Trade Union members in the period following re-organisation. The Joint Committee agreed to note the position.

### **3.3 RATIONALISATION OF CONDITIONS OF SERVICE (P&R 26/3/96 Page 629)**

Reference was made to the differing office hours worked prior to 1 April 1996 and guidance was sought as to the current position, especially employees within the Department of Commercial Operations. The Director of Personnel Services advised that the agreement included a facility whereby the hours of the "normal working week" could be altered in consultation with the appropriate Director if there were good operational reasons for adjustment to be made.

It was agreed:-

- (i) that the Director of Personnel Services, in consultation with the Director of Commercial Operations, discuss this issue with a view to ensuring that the hours of duty of APT & C staff were appropriate for the needs of the service; and
- (ii) to recommend that, until notified otherwise, staff in offices which do not deal directly with the public should continue to operate their existing hours.

### **3.4 CORPORATE IDENTITY (P&R 26/3/96 Page 630)**

Noted that the staff side would submit to the Director of Personnel Services, as soon as possible, the names of three or four representatives to serve on the panel to assist in the selection of new corporate clothing.

### **COMMUNITY FIRST SURVEY: FINAL REPORT (P&R 26/3/96 Page 626)**

4. There was submitted and noted, a report dated 1 March 1996 (circulated) by the Director of Support Services outlining the final results of the Community First survey carried out during December 1995. This report had been submitted and approved by the Policy and Resources (Decentralisation) Sub-Committee on 7 March 1996.

It was agreed that Decentralisation matters become a standing item for each Meeting of the Joint Committee.

**OFFICE ACCOMMODATION (Special P&R 14/2/96 Page 486)**

5. The Director of Personnel Services outlined the current situation in relation to the location of offices as contained within the report considered by the Special Policy and Resources Committee at its Meeting on 14 February 1996.

It was agreed:-

- (i) that suitable office accommodation for Trade Union representatives be investigated as a matter of urgency as it was claimed that the present accommodation did not meet Health and Safety Regulations, and that consideration be given to separate accommodation for each of the three main groups of Trade Union interests in staff, manual workers and craftpersons and teachers;
- (ii) that in relation to the London Road Centre, the Director of Personnel Services instruct the appropriate Officer to clear corridors of working materials left in connection with the refurbishment work and ensure that Health and Safety Regulations were adhered to;
- (iii) that appropriate Fire Safety Regulations be established immediately within the London Road Centre, in consultation with the Fire Officer, with particular reference to assembly areas, fire alarms, fire drills and emergency procedures and that meantime, all staff are informed of their nearest fire exits; and
- (iv) that the Safety Officer check the Administration Annex, London Road, Kilmarnock, to ensure it met with Health and Safety Regulations.

**LOCAL GOVERNMENT (COMPENSATION FOR REDUCTION OF  
REMUNERATION ON RE-ORGANISATION) (SCOTLAND)  
REGULATIONS 1995 (DETRIMENT REGULATIONS) (P&R 26/3/96 Page 629)**

6. There was submitted a report dated 29 March 1996 (circulated) by the Director of Personnel Services advising the Committee of the current position in relation to a referral to COSLA of a legal opinion obtained by Unison contesting the application of the above Regulations.

Having noted that the Council had previously agreed the application of the Regulations, discussions took place on the implications of the Trade Unions' position in relation to their legal opinion.

It was agreed that in the first instance the matter be pursued with COSLA with a view to an agreement being reached nationally and that the Director of Personnel Services write to COSLA and ask that this matter be addressed as a matter of urgency.

The Meeting terminated at 1108 hours.