

APPENDIX IV

EAST AYRSHIRE COUNCIL

CHAIR'S SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE

**MINUTES OF MEETING HELD IN THE MAIN MEETING ROOM, COUNCIL
HEADQUARTERS, LONDON ROAD, KILMARNOCK ON TUESDAY 30 MARCH
1999 AT 0900 HOURS**

PRESENT: Councillors David Sneller (Chair) and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; Margaret Burnell, Senior Depute Director of Education; Graham Haugh, Depute Director of Personnel Service; Roddy Wallace, Head of Administration; John Sheridan, Employee Relations Officer; Anne Jackson, Principal Community Education Officer; David Mitchell, Principal Solicitor and Julie Armstrong, Senior Administrative Officer.

CHAIR: Councillor David Sneller, Chair.

SERVICE LEVEL AGREEMENT

1. There was submitted a report dated 19 March 1999 (circulated) by the Chief Executive which advised of the individual schedules for Service Level Agreements produced in conjunction with certain voluntary organisations and which recommended funding arrangements for these organisations.

It was agreed:-

- (i) to approve the individual schedules as shown attached to the report in respect of Bellsbank Women's Project, Northwest Youth Project and Youth Information Project;
- (ii) to the following annual awards, with inflation, subject to positive evaluation until March 2002, viz:-
Bellsbank Women's Project - £19,540;
Northwest Youth Project - £57,856; and
Youth Information Project - £22,218; and
- (iii) that when funding for these projects are considered next year, that a summary budget be included within the report.

EAST AYRSHIRE CITIZEN'S ADVICE BUREAU

2. There was submitted a report dated 23 March 1999 (circulated) by the Director of Support Services which provided an update on the activities of the East Ayrshire Citizen's Advice Bureau and requested approval of funding for the East Ayrshire Citizen's Advice Bureau for 1999/2000 in accordance with the current partnership agreement.

Having noted that planning consent had now been granted for the New Cumnock Citizen's Advice Office, it was agreed:-

- (i) that a contribution of £85,000 (to be paid in two instalments) be made to the East Ayrshire Citizen's Advice Bureau as the Council's contribution for financial year 1999/2000 in accordance with the four year funding path;
- (ii) to note that a further report reviewing the partnership agreement in light of procedures on substantial funding of external bodies to ensure compliance with the Code of Funding External Bodies and Following the Public Pound and provide an update on the activities of the East Ayrshire Citizen's Advice Bureau be submitted to a future meeting of the Policy and Resources Committee prior to payment of the second instalment due; and
- (iii) otherwise, to note the contents of the report.

SCOTTISH LOCAL GOVERNMENT QUALITY NETWORK/QUALITY AWARDS

3. There was submitted a report dated 29 March 1999 (circulated) by the Chief Executive on the membership fee payable for 1998/99 for the Scottish Local Government Quality Network/Quality Awards and of CoSLA's proposals for strengthening support to Councils in the development of quality through an integrated CoSLA/Quality Scotland Foundation (QSF) approach.

It was agreed:-

- (i) that the Chief Executive make a payment to CoSLA of £2,500 in respect of membership of the Scottish Local Government Quality Network for 1998/99;
- (ii) to note that a combined Network would be established by CoSLA and the Quality Scotland Foundation and that the appropriate membership fee would be incorporated as part of the CoSLA levy; and
- (iii) otherwise, to note the contents of the report.

EXCLUSION OF PRESS AND PUBLIC

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

TEMPORARY EMPLOYMENT

5. There was submitted a report dated 22 March 1999 (circulated) by the Director of Personnel Services on the temporary employment position in East Ayrshire Council as at 19 March 1999 and which sought approval to extend temporary employment for those employees who would have 12 months or more continuous service with the Council as at 30 June 1999.

It was agreed:-

- (i) to note the numbers of temporary employees and reasons for temporary employment as provided by Departments;
- (ii) to approve the proposal that Special Needs Auxiliaries and Special Needs Nursery Nurses be re-classified and removed from the reporting requirements

from the Personnel and Property Sub-Committee and Chair's Sub-Committee of the Policy Resource Committee;

- (iii) to approve as appropriate the extension of temporary employment beyond 12 months in respect of those employees detailed in Appendices C(i) and C(ii) of the report; and
- (iv) that the Director of Personnel Service submit further reports to future Sub-Committees as appropriate.

VOLUNTARY SEVERANCE

6. There was submitted a report dated 24 March 1999 (circulated) by the Director of Personnel Services to update the Sub-Committee on the current position in relation to employees who had been offered voluntary severance from their posts with the Council.

There was also submitted a replacement Appendix 1.

It was agreed:-

- (i) to note the action taken by the Director of Personnel Services in respect of his delegated authority; and
- (ii) otherwise, to note the contents of the report.

The meeting terminated at 0935 hours.