

**EAST AYRSHIRE COUNCIL**

**SPECIAL AD HOC COMMERCIAL STRATEGY REVIEW COMMITTEE**

**MINUTES OF MEETING HELD ON MONDAY 8 MARCH 1999 AT 1410 HOURS IN  
THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,  
KILMARNOCK**

**PRESENT:** Councillors David Sneller, Drew McIntyre, Gordon Cree, Jane Darnbrough, David Macrae and Eric Jackson.

**ATTENDING:** David Montgomery, Chief Executive; William Stafford, Director of Community Services; Iain McLachlan, Director of Personnel Services; William Taylor, Acting Director of Commercial Operations; Robin Gourlay, Depute Director of Commercial Operations; Tom McHugh, Head of Accounting Services; Tom Wilkie, Head of Contracting and Technical Services; Robert McLeary, Head of Property Services; David Mitchell, Principal Solicitor; Colin Houston, Chief Auditor; David Shearer, Senior Auditor and James Lally, Senior Administrative Officer.

**ALSO ATTENDING:** John Stobie, Head of Building and Works, designate.

**APOLOGY:** Councillor Tommy Farrell.

**CHAIR:** Councillor David Sneller, Chair.

**CHAIR'S REMARKS**

1. Councillor Sneller introduced John Stobie, Head of Building and Works, designate to the Committee and conveyed the Committee's best wishes to John in his new post.

**FUTURE TIMETABLE**

2. There was submitted and noted a report dated 3 March 1999 (circulated) by the Chief Executive advising of the updated timetable for submission of reports to future meetings of this Committee.

**EXCLUSION OF PRESS AND PUBLIC**

3. 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  
THE SPECIAL AD HOC COMMERCIAL STRATEGY REVIEW COMMITTEE  
(PARA 11)**

- 4.1 There was submitted and noted Minutes of meeting held on 8 February 1999 (circulated).
- 4.2 There was submitted and noted Minutes of meeting held on 24 February 1999 (circulated).

Following discussion of the above Minutes it was agreed that the Acting Director of Commercial Operations should meet with Trade Union Representatives urgently to progress discussion in relation to Slater's job allowances.

**BUDGETARY CONTROL SUMMARY STATEMENT - COMMERCIAL OPERATIONS TO 29 JANUARY 1999 (PERIOD 11) (PARA 6)**

5. There was submitted a joint report dated 2 March 1999 (circulated) by the Acting Director of Commercial Operations and the Director of Finance advising of the current budgetary control position and the projected out-turn for the year of the Commercial Operations Department for the period ended 29 January 1999 (Period 11).

Councillor Sneller reported that following consultation with Trade Union Representatives it had been agreed that section 7.5.1 of the report should be amended to read "the overspend of £11,000 is the result of a retention of Manual Workers beyond initial budget estimate".

It was agreed to note the above change and the contents of the report.

**BUILDING AND WORKS INVOICES (PARA 6)**

6. There was submitted and noted a report dated 1 March 1999 (circulated) by the Acting Director of Commercial Operations comprising of progress made in dealing with Building and Works invoices.

**BUILDING AND WORKS INCOME RECOVERY (PARA 6)**

7. There was submitted and noted a report dated 3 March 1999 (circulated) by the Acting Director of Commercial Operations informing of the amount of income recovered by Building and Works to the end of Week 45.

**BUILDING AND WORKS STORES (PARA 6) (Item 8, Page 4232)**

8. There was submitted a report dated 4 March 1999 (circulated) by the Chief Auditor advising of issues relating to Building and Works Stores, including the results of a full stock count carried out on 30/31 January 1999 and progress on the introduction of a system of continuous stock-taking.

It was agreed:-

- (i) to note the findings arising from the audit work carried out on Building and Works Stores;
- (ii) to instruct the Acting Director of Commercial Operations to implement the audit recommendations in full; and
- (iii) to request the Chief Auditor to report progress of the implementation of the audit recommendations by the Acting Director of Commercial Operations and on the results of ongoing random checks by Internal Audit to the next meeting of the Committee.

**BUILDING AND WORKS MATERIAL CONTRACTS (PARA 6) (Item 8, Page 4232)**

9. There was submitted and noted a report dated 2 March 1999 (circulated) by the Acting Director of Commercial Operations advising of details of the proposed Building and Works Materials Contracts.

**WORKLOAD FOR BLACKSMITHS (PARA 6)**

10. There was submitted and noted a report dated 2 March 1999 (circulated) by the Acting Director of Commercial Operations informing of the future workload for the Blacksmiths working in Building and Works.

**VEHICLE MAINTENANCE DSO - PROPOSED INTERIM RATIONALISATION OF BONUS PAYMENTS (PARA 6)**

11. There was submitted a joint report dated 4 March 1999 (circulated) by the Director of Personnel Services and Acting Director of Commercial Operations proposing interim arrangements for the rationalisation of bonus payments to operatives in the Vehicle Maintenance DSO, subject to consultation with Trade Unions.

It was agreed to approve, as an interim measure the harmonisation agreements for bonus schemes for operatives in the Vehicle Maintenance DSO as detailed in Section 3.3 of the report, subject to discussions with Trade Unions.

**INHERITED PROFIT SHARE SCHEMES (PARA 6)**

12. There was submitted a report dated 4 March 1999 (circulated) by the Director of Personnel Services advising of the implications of Inherited Profit Share Schemes in relation to the financial year 1997/98 and providing an update on the proposed withdrawal of such schemes.

It was agreed:-

- (i) to approve the proposed disbursement of the Inherited Profit Share Scheme payment to the former Kilmarnock and Loudoun Building Cleaning employees as outlined in section 4 of the report in respect of the 1997/98 financial year;
- (ii) to note the Trade Union response in respect of the Council's intention to discontinue the Inherited Profit Share Schemes; and
- (iii) to discontinue all employee Profit Share Schemes inherited from the antecedent authorities.

**PROPERTY SERVICES REPAIR AND MAINTENANCE PROCEDURE (PARA 6)**

13. There was submitted and noted a report dated 4 March 1999 (circulated) by the Director of Support Services advising of the procedures adopted by Property Services in ordering repairs and maintenance work.

**BUSINESS PLAN - CLEANSING DSO 1999/2000 (PARA 6)**

14. There was submitted a report (circulated) by the Director of Community Services informing of the proposed Business Plan for the Cleansing DSO for 1999/2000.

It was agreed, without discussion of the content of the Plan, to note the submitted Cleansing DSO Business Plan for 1999/2000 as a draft for further discussion with Trade Unions and request the Director of Community Services to report to the next

meeting of this Committee, following Trade Union discussion, with the proposed final Plan.

**PURCHASE OF GROUNDS MAINTENANCE EQUIPMENT (PARAS 6 AND 8)**

15. There was submitted a joint report dated 5 March 1999 (circulated) by the Director of Community Services and the Director of Finance seeking approval for the purchase of essential Grounds Maintenance equipment from savings in the client side Grounds Maintenance budget.

It was agreed to approve expenditure of up to £140,000 from savings in the client side Grounds Maintenance budget for the purchase of equipment for use by the Grounds Maintenance contractor.

The meeting terminated at 1540 hours.