

**ANNEXATION III**

**EAST AYRSHIRE COUNCIL**

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

**MINUTES OF MEETING HELD ON TUESDAY 10 NOVEMBER 1998 AT 1050 HOURS IN THE PILLARED HALL, GRAND HALL, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jim O'Neill, Kathleen Hall, James Boyd and Eric Jackson; Matt McLaughlan, Staff Trade Union Convenor; and Susan McGregor (representing UNISON)

**ATTENDING:** Fiona Lees, Depute Chief Executive; Iain McLachlan, Director of Personnel Services; Graham Haugh, Depute Director of Personnel Services; John Hillis, Director of Housing; Alan McKnight, Depute Director of Housing (Policy and Strategy); and Robert Beaton, Administrative Officer.

**APOLOGIES:** Councillors Drew McIntyre, Irene Reeves, Alan Campbell and David Sneller, William Morton, Arthur West and Gillian Morrison representing UNISON.

**CHAIR:** Nigel Pimm, Chair.

**MEMBERSHIP**

1. Following consideration of appointing a substitute for Alan Mills (representing UNISON) it was agreed that Graeme Cumming be appointed as an interim substitute and that the Joint Secretaries pass on the Committee's best wishes to Alan Mills.

**EXCLUSION OF PRESS AND PUBLIC**

2. The Committee resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and Public be excluded 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 PREVIOUS MEETING**

3. There was submitted and noted the Minutes of the previous meeting of 8 April 1998 (circulated).

**MATTERS ARISING FROM THE MINUTES**

4. There was submitted a report dated 2 October 1998 (circulated) by the Joint Secretaries which provided updated information on matters arising from the Minutes of the previous meeting.

It was agreed:-

- (i) to note that a meeting had been arranged on 1 December 1998 to continue to discuss with the Trade Union Convenors and present the Scheme to a wider Trade Union Representatives Forum on the proposed Employee Development Scheme (EAGER);

- (ii) to note that the staff side would make every effort to have discussions completed on EAGER in the interest of the broader Trade Union membership by 31 December 1998 to meet the timescales for the Director of Personnel Services to report to the Personnel and Property Sub-Committee on 19 January 1998;
- (iii) to note that the occupational health service agreed by the Personnel and Property Sub-Committee on 6 October 1998 had been issued to Trade Unions for consultation.

### **SCOTLAND'S HEALTH AT WORK SCHEME**

5. There was submitted a report (circulated) by the Director of Personnel Services which updated on the Council's participation in the Scotland's Health at Work Scheme.

It was agreed:-

- (i) to note the Council's continued participation in the Scotland's Health at Work Scheme;
- (ii) to note that the Director of Personnel Services had made arrangements to publicise the forthcoming activities;
- (iii) to note that the Trade Union Convenor had offered to publicise the activities available in any forthcoming UNISON magazines circulated to staff members and that the Director of Personnel Services would liaise accordingly; and
- (iv) that the Director of Personnel Service provide an update report to future Committee meetings.

### **PUBLIC FINANCE INITIATIVE PRESENTATION - HOUSING PARTNERSHIPS**

- 6.1 The Depute Director of Housing (Policy and Strategy) gave a presentation on the East Ayrshire Housing Partnership and outlined the various agencies represented on the Partnership, explained the funding arrangements and the timescales involved with the building of 481 housing units over the next two years.

It was agreed to note the presentation.

- 6.2 There was submitted correspondence (circulated) by the Convenor (APT&C) Staffs, in relation to Housing Partnerships.

After discussion, it was agreed to note that the staff side had serious reservations on the new Housing Partnership Initiative.

### **COLLECTIVE BARGAINING PROCEDURES**

7. There was submitted correspondence (circulated) by the Convenor, APT&C Staffs on Collective Bargaining and Consultation.

It was agreed:-

- (i) to note that since the item had been raised, the staff side had held discussions with a number of Departments and were of a view that the matter had been adequately dealt with; and

- (ii) that the Director of Personnel Services would issue a circular to Directors and Heads of Departments of the Council's procedures relating to Collective Bargaining issues.

### **CORPORATE PLAN 1997/99**

8. There was submitted a report dated 7 October 1998 (circulated) by the Chief Executive which provided employee representatives with an opportunity to discuss the Council's Corporate Plan.

It was agreed:-

- (i) to note that the Trade Union side would endeavour to submit a response on the Corporate Plan by 31 December 1998;
- (ii) otherwise to note the content of the report.

### **DECENTRALISATION - UPDATE**

9. The Depute Chief Executive outlined progress made on the Council's Decentralisation Scheme as follows:-

- Consultation Panel had been appointed to make an input to the review of the Decentralisation Scheme;
- arrangements to hold an annual seminar for community representatives were underway;
- new Local Offices had been provided for the communities of Bellfield, Riccarton, Patna and Kilmaurs, with a refurbished office being opened in Stewarton and a relocated office opened for Auchinleck;
- an investigating panel were considering the options for the location of a new local office for the community of Crosshouse;
- agreement had been reached with the Clydesdale Bank which would involve the existing Local Office relocating to the Bank's premises in Muirkirk; and
- New Farm Loch Local Office - adaptation works had been delayed and a start would be made towards the end of the current financial year.

It was agreed to note the verbal report.

### **PERSONAL SAFETY - MORTON PLACE CAR PARK**

10. There was submitted correspondence (circulated) from the Convenor, APT&C Staffs, on the matter of personal safety at the Morton Place Car Park, Kilmarnock.

It was agreed:-

- (i) that improved lighting would be provided at the car park and would be undertaken by the Head of Property Services at the earliest opportunity;
- (ii) to note that the Director of Personnel Services comments that a risk assessment process involving all Departments excluding Commercial Operations, Education and Social Work would be completed by 31 March 1998 and for other Department by 31 December 1998;

- (iii) to note that the Director of Personnel Services expected the issues aired in the correspondence be raised within the context of ongoing consultation relating to the Violence at Work Policy; and
- (iv) that the Director of Personnel Services investigate the feasibility with Strathclyde Police of making available a personal safety course targeting in particular women employees.

**DATE OF NEXT MEETING**

11. In relation to the date of the next meeting scheduled to take place on Wednesday 9 December 1998, it was agreed to cancel the meeting and that the Director of Support Services arrange for the appropriate notification to be issued.

The meeting terminated at 1148 Hours