

ANNEXATION II**EAST AYRSHIRE COUNCIL****JOINT CONSULTATIVE COMMITTEE FOR MANUAL WORKERS AND
CRAFTPERSONS****MINUTES OF MEETING HELD ON WEDNESDAY 15 SEPTEMBER 1999 AT 1500
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Eric Jackson, Drew McIntyre, Jimmy Kelly, Harry Wilson and Finlay MacLean; William Hadden (representing AEEU); David Doran and Tony Foster (representing GMB); William Cree and Drew Zaisluk (representing TGWU); Andrew Wilson and Alex Smith (representing UCATT); and Iain Allan and Sally Kirkland (representing UNISON).

ATTENDING: David Montgomery, Chief Executive; Stephen Chorley, Director of Development Services; William Stafford, Director of Community Services; John Stobie, Head of Building and Works; Graham Haugh, Head of Personnel; George Park, Employee Relations Manager; Ian Rennie, Payments Manager, Finance Department; and Robert Beaton, Administrative Officer.

ALSO ATTENDING: Harry O'Neill (TGWU).

APOLOGIES: Councillors Tommy Farrell, John Weir and Kathleen Hall; and David Spelman (AEEU).

CHAIR: Councillor Eric Jackson, Chair from Item 2 onwards.

APPOINTMENT OF CHAIR

1. The Chief Executive reported that in accordance with the rotation arrangements embodied in the Constitution, the Chair of the Joint Consultative Committee for this year was due to be filled by a nomination from the employers side and the Chief Executive then called for a nomination.

Councillor Eric Jackson was then nominated for Chair, which he accepted and thereafter took the Chair.

APPOINTMENT OF VICE-CHAIR

2. The Chair reported that, in accordance with the rotation arrangements embodied in the Constitution, the Vice-Chair of the Joint Consultative Committee for this year was due to be filled by a nomination from the staff side and he then called for the nominations.

David Spelman was nominated for Vice-Chair and the Committee agreed the appointment.

CONSTITUTION, MEMBERSHIP AND TIMETABLE OF FUTURE MEETINGS

3. There was submitted a report dated 20 August 1999 (circulated) by the Joint Secretaries which familiarised new members of the Constitution and Membership of

the Joint Consultative Committee for Manual Workers and Craftpersons and which sought approval for the future meetings calendar.

Following discussion, it was agreed:-

- (i) to note the Constitution as detailed within the report;
- (ii) to note the membership for 1999 as follows:-

<u>COUNCIL SIDE</u>	<u>MANUAL SIDE</u>
Councillor Eric Jackson	David Spelman (AEEU)
Councillor Andrew McIntyre	William Hadden (AEEU)
Councillor Tommy Farrell	David Doran (GMB)
Councillor James Kelly	Tony Foster (GMB)
Councillor Harry Wilson	Drew Zaisluk (TGWU)
Councillor Finlay MacLean	William Cree (TGWU)
Councillor John Weir	Andrew Wilson (UCATT)
Councillor Kathleen Hall	Alex Smith (UCATT)
	Ian Leggat (UNISON)
	Sandra McLelland (UNISON)

- (iii) to approve the proposed timetable for future meetings and pre-meetings as follows:-

<u>DATE</u>	<u>TIME</u>	<u>VENUE</u>	<u>PRE-MEETING</u>
Thursday 18 November 1999	1130 hours	Main Meeting Room, Council Headquarters, London Road, Kilmarnock	1100 hours in Main Meeting Room for Manual Side and 1100 hours in Meeting Room 2 for Employers side.
Thursday 9 March 2000	1400 hours	Main Meeting Room, Council Headquarters, London Road, Kilmarnock	1400 hours in Main Meeting Room for Manual Side and 1330 hours in Meeting Room 1 for Employers side.
Likely April/May 2000	To be confirmed.		

DISCOUNTED EVENING CLASSES FOR EMPLOYEES

4. There was submitted a report dated 24 August 1999 (circulated) by the Head of Personnel which advised of the availability of discounted access to evening classes at local Colleges for employees.

After discussion, it was agreed to note the contents of the report and that the Trade Unions would assist in publicising the facilities through their normal communication channels with their Members.

DECENTRALISATION STANDING ITEM

5. There was submitted a report dated 7 September 1999 (circulated) by the Joint Secretaries which advised that the standing item on the Council's Decentralisation Scheme be stood down and informed of arrangements whereupon Trade Unions would continue to be kept informed of progress.

After discussion, it was agreed:-

- (i) not to feature decentralisation as a standing item on future meetings of the JCC; and
- (ii) that the Head of Personnel communicate this decision to Heads of Departments to further advise them to provide any related information on the Scheme's progress at Departmental JCC meetings.

EXCLUSION OF PRESS AND PUBLIC

6. 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 Paragraph 11 of Schedule 7A of the Act.

MINUTES OF PREVIOUS MEETING

7. There was submitted and noted the Minutes of the previous meeting of 14 October 1998 (circulated).

7.1 MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

- **East Ayrshire Housing Partnership**

Noted that the East Ayrshire Housing Partnership had arranged pension provision with the Scottish Federation of Housing Associations in respect of the two staff employed;

- **Collective Bargaining**

Noted that the Head of Personnel had arranged to discuss the matter further with the Trade Union Convenor and review any issues in consultation with the relevant Heads of Department; and

- **Availability of DLO/DSO to Compete for Outside Repair Work Contracts**

The Trade Union side raised their continuing concerns to seek a change in the Local Authority Goods and Services Act 1970 which excluded DLO/DSO's from tendering for certain external work contracts.

The Council's representatives indicated their support for such changes at national level.

LOCAL GOVERNMENT EMPLOYEES - IMPLEMENTATION OF SINGLE STATUS AGREEMENTS

8. There was submitted a report dated 6 September 1999 (circulated) by the Head of Personnel which advised of the main changes to existing Conditions of Service for

former APT & C Staff and Manual Workers as a result of the Single Status Agreement "Red Book", which was effective from 1 July 1999.

Following discussion, it was agreed:-

- (i) that the Head of Personnel provide regular update reports to the JCC on the implementation of the Single Status Agreement;
- (ii) to note that the Head of Personnel would arrange to discuss further the Trade Union concerns regarding the payment of bonus and sick pay particularly in the Roads DLO, in consultation with the Director of Development Services and advise the Trade Unions accordingly; and
- (iii) otherwise, to note the contents of the report.

SCOTLAND'S HEALTH AT WORK SCHEME

9. There was submitted a report dated 24 August 1999 (circulated) by the Head of Personnel which updated on the Council's progress within Scotland's Health at Work Scheme and advised of participation in Scotland's Health at Work Week.

Following discussion, it was agreed:-

- (i) to note the Council's continued progress within the Scotland's Health at Work Scheme;
- (ii) to confirm the JCC's commitment to the Scheme by communicating the Council's participation in progress within Trade Union and Council Forums and by management and Trade Unions participating in the Council's Joint Working Party; and
- (iii) to note that the Head of Personnel would continually review the level of participation of staff within the programmes under Scotland's Health at Work Scheme.

HEALTH AND SAFETY

10. There was submitted a report dated 6 September 1999 (circulated) by the Convenor (Manual Workers and Craftpersons) requesting the JCC to consider and discuss Trade Union's concerns in relation to Health and Safety of employees.

Following discussion, it was agreed:-

- (i) that the Head of Personnel convey to Departmental Heads that health and safety be included as a item on all third tier JCC's;
- (ii) that the Head of Building and Works, when failing, the Director of Homes and Technical Services arrange to reconvene meetings of the Health and Safety JCC for Building and Works;
- (iii) that the Head of Personnel convey to Departmental Heads and the Health and Safety Manager, the Trade Union's concerns with regard to the current implementation of risk assessments; and
- (iv) that in relation to continuing staff concerns on the issue and availability of protective clothing, Trade Union Representatives be requested to make contact with the appropriate Director to discuss local arrangements and in the event no progress was achieved, to refer the matter to the Head of Personnel.

TEMPORARY EMPLOYMENT

11. There was submitted a report dated 6 September 1999 (circulated) by the Head of Personnel which provided the JCC with details of temporary employment in the Council as at 30 June 1999.

Following discussion, it was agreed:-

- (i) that the Head of Personnel notify Service Directors to include the subject of temporary employment as a regular item on Departmental JCC meetings;
- (ii) that the Head of Personnel keep under review levels of temporary employees in consultation with appropriate Directors and to discuss with the Vice-Convenor any specific areas of concern to the Trade Unions in relation to this matter; and
- (iii) otherwise, to note the contents of the report.

PROCESSING AND PAYMENT OF WEEKLY WAGES OVER CHRISTMAS AND NEW YEAR PERIOD 1999/2000

12. There was submitted a report dated 6 September 1999 (circulated) by the Head of Personnel which requested the JCC to consider the processing and payment of weekly wages over Christmas and New Year period 1999/2000.

Following discussion, the manual side requested the option that employees receive two weeks pay on Thursday 23 December 1999 with weekly payment recommencing on Thursday 6 January 2000. It was agreed that the Director of Finance make appropriate arrangements to implement this preferred option.

BEST VALUE UPDATE

13. There was submitted a report dated 7 September 1999 (circulated) by the Chief Executive which updated on the Council's progress on Best Value.

Following discussion, it was agreed:-

- (i) to note the progress on Best Value;
- (ii) that the Chief Executive provide update reports to future Committee meetings; and
- (iii) that the Head of Personnel convey to Departmental Heads the request that arrangements be made for an Officer with Best Value expertise to be in attendance when an item on Best Value is to be discussed at Departmental JCC meetings.

The meeting terminated at 1600 hours.