

ANNEXATION I**EAST AYRSHIRE COUNCIL****JOINT CONSULTATIVE COMMITTEE (APT & C ETC STAFFS)****MINUTES OF MEETING HELD ON THURSDAY 2 SEPTEMBER 1999 AT 1145 HOURS IN THE MAIN MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Eric Jackson, Drew McIntyre, Tommy Farrell, Provost Jimmy Boyd and Councillors Daniel Coffey, Finlay MacLean and John Weir; Arthur West, Staff Trade Union Convenor; Representing UNISON: Nigel Pimm, Graeme Cumming, Elaine Raeside and Lynne McGregor; Jennifer Elliot (representing ACTSS); and Angus Spankie (representing GMB).

ATTENDING: David Montgomery, Chief Executive; Graham Haugh, Head of Personnel; George Park, Employee Relations Manager (Corporate Services); Martin O'Rourke, Principal Officer (Best Value), Chief Executive's Department; and Robert Beaton, Administrative Officer.

APOLOGIES: Councillor Henry Wilson and Gillian Morrison (representing UNISON).

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 nominations.

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 nominations.

Nigel Pimm was nominated for Vice-Chair which he accepted.

CONSTITUTION AND MEMBERSHIP

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 (APT & C Etc Staffs).

Following discussion, it was agreed:-

- (i) to note that the eight Members of the Council on the JCC consisted of four Members from the Administration and four Members from the Opposition as agreed by Council on 13 May 1999 and that the Constitution be amended accordingly; and

(ii) to note the membership for 1999 was as follows:-

<u>COUNCIL SIDE</u>	<u>STAFF SIDE</u>
Councillor Eric Jackson	Arthur West (UNISON)
Councillor Drew McIntyre	Graeme Cumming (UNISON)
Councillor Tommy Farrell	Nigel Pimm (UNISON)
Provost Jimmy Boyd	Elaine Raeside (UNISON)
Councillor Daniel Coffey	Lynne McGregor (UNISON)
Councillor Henry Wilson	Gillian Morrison (UNISON)
Councillor Finlay MacLean	Jennifer Elliot (ACTSS)
Councillor John Weir	Angus Spankie (GMB)

TIMETABLE OF FUTURE MEETINGS

4. There was submitted a report dated 20 August 1999 (circulated) by the Joint Secretaries which sought approval for the dates and times of future meetings of the Joint Consultative Committee (APT & C Etc Staffs).

Following discussion, it was agreed 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>
Tuesday 16 November 1999	1130 hours	Main Meeting Room, Council Headquarters, London Road, Kilmarnock	1100 hours in Main Meeting Room for staff side and 1100 hours in Meeting Room 2 for employers side
Tuesday 14 March 2000	1400 hours	Main Meeting Room, Council Headquarters, London Road, Kilmarnock	1330 hours in Main Meeting Room for staff side and 1330 hours in Meeting Room 1 for employers side
Likely April/May 2000		To be confirmed	

DISCOUNTED EVENING CLASSES FOR EMPLOYEES

5. 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 facility through their normal communication channels with their members.

“PUTTING THE COMMUNITY FIRST” - REVIEW OF THE COUNCIL’S DECENTRALISATION SCHEME

6. There was submitted for information a generic report dated 6 August 1999 (circulated) by the Chief Executive which had been circulated to all seven Local Committees and advised of the outcome of the Council’s Review of its Decentralisation Scheme.

Following discussion and having noted that the Chief Executive had taken the opportunity to submit this very full report on the implementation of the proposed action arising from the outcome of the Council’s Review of its Decentralisation Scheme, it was agreed not to feature decentralisation as a standing item on future meetings of the JCC and to note that should there arise in future any staff concerns about workload in respect of the Decentralisation Scheme, these could be raised at Departmental JCC meetings in the first instance.

EXCLUSION OF PRESS AND PUBLIC

7. 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

8. There was submitted and noted the Minutes of the previous meeting of 10 November 1998 (circulated).

8.1 MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

- **Employee Development Scheme (EAGER)**

Noted that the Head of Personnel intended submitting a summary report to the next Personnel and Property Sub-Committee of the Policy and Resources Committee on 5 October 1999 on progress with the EAGER pilot involving APT & C staffs and that the Head of Personnel Services would arrange to meet with the Trade Union Convenor regarding any concerns that the staff side had in relation to the pilot study;

- **Collective Bargaining Procedures**

Noted that a Circular had been issued to Directors and Heads of Departments on the Council’s procedures relating to Collective Bargaining Issues as confirmed by the Head of Personnel; and

- **Personal Safety - Morton Place Car Park**

The staff side raised their continuing concerns about the safety aspect of this car park in relation to lighting.

Following discussion, it was agreed that the Head of Personnel review the issues in consultation with the relevant Heads of Department and advise the Trades Union accordingly.

LOCAL GOVERNMENT EMPLOYEES - IMPLEMENTATION OF SINGLE STATUS AGREEMENT

9. There was submitted a report dated 25 August 1999 (circulated) by the Head of Personnel which advised of the main changes to the existing Conditions of Service for former APT & C Staffs 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; and
- (ii) otherwise, to note the contents of the report.

SCOTLAND'S HEALTH AT WORK SCHEME

10. 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 and progress within Trade Union and Council Forums and by both management and Trade Unions participating in the Council's Joint Working Party;
- (iii) to note that the Head of Personnel would arrange to discuss with the Vice-Convenor on suggestions for broadening the range of activities to encourage all employees to participate in the programmes under Scotland's Health at Work Scheme; and
- (iv) to request that the staff side submit any concerns they may have on the Bridge Project's involvement in the Scotland's Health at Work Week to the Head of Personnel to allow any concerns to be followed up.

USE OF CONSULTANTS

11. There was submitted a report dated 24 August 1999 (circulated) by the Convenor (APT & C Etc Staffs) which advised of the Trade Unions concerns in relation to the Council's use of Consultants.

Following discussion and having been reassured by the Chief Executive that Consultants would only be engaged by the Council where there was found to be a short-term need for special skills which could not be met from within existing staff resources, or a requirement to secure an external independent assessment, it was agreed to note the position.

BEST VALUE UPDATE

12. There was submitted a report dated 19 August 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; and
- (ii) to request the Chief Executive to provide update reports to future meetings.

The meeting terminated at 1225 hours.