

PLEASE NOTE THAT THE MINUTE REQUIRES TO BE APPROVED AS A CORRECT RECORD AT THE NEXT COUNCIL MEETING AND MAY BE AMENDED

EAST AYRSHIRE COUNCIL

CABINET

MINUTES OF MEETING HELD ON WEDNESDAY 18 JANUARY 2023 AT 1000 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

MEMBERS PARTICIPATING: Councillors Douglas Reid, Jim McMahon, John McFadzean, Elaine Cowan, Maureen McKay, Iain Linton, Graham Barton, Barry Douglas, Neal Ingram, Clare Maitland and Drew Filson; and Religious Representatives: Rev Harriet Johnston; and Rev Dr Alan Vint; Parent Representative: Jacqueline Livingston; and Teacher Representative: Norman Watt.

OFFICERS PARTICIPATING: Eddie Fraser, Chief Executive; Craig McArthur, Director of Health and Social Care Partnership; Linda McAulay-Griffiths, Chief Education Officer and Head of Education; Joe McLachlan, Chief Financial Officer and Head of Finance and ICT; David Mitchell, Chief Governance Officer; David McDowall, Head of Economic Growth; Blair Millar, Head of Housing and Communities; Amanda Lowe, Head of People and Culture; Paul Toland, Depute Head of IT and Digital; Janie Allen, Strategic Education Manager (Early Years); Craig Fulton, Team Co-ordinator; Julie Jamieson, Acting Corporate Accounting Manager; Fiona Paterson, Project Development Manager, (Ayrshire Growth Deal); Karen Purves, Strategic Manager - Development Planning and Regeneration; Mags Watson, Interim Strategic Manager - Economic Development; and Christine Baillie, Democratic Services Team Leader.

APOLOGY: Religious Representative Babs Mowat.

CHAIR: Councillor Douglas Reid, Leader of the Council.

ADJOURNMENT/RECONVENTION OF MEETING

1. The meeting adjourned at 1000 hours, to allow those members who were having IT issues to join the meeting, and reconvened at 1011 hours

DECLARATIONS OF INTEREST

2. No declarations of interest were intimated by the Members participating in relation to the items of business on the Agenda.

EARLY LEARNING AND CHILDCARE STATUTORY CONSULTATION AND PLAN 2022-24

- 3E. There was submitted a report (circulated) by the Chief Education Officer and Head of Education which advised Cabinet of:- (i) progress to date in delivering the policy commitment to deliver 1140 hours of funded early learning and childcare for 3 and 4 year olds and eligible 2 year olds; (ii) the findings of the 2022 statutory early learning and childcare consultation; (iii) the priorities for the Early Learning and Childcare Plan 2022-2024; and (iv) the proposal to increase the hourly rate for Community Childminders.

Cabinet agreed:-

- (i) to note the progress in delivering the policy commitment to deliver 1140 hours;

- (ii) to note the findings of the 2022 statutory early learning and childcare consultation;
- (iii) to note the priorities for the Early Learning and Childcare Plan 2022-24;
- (iv) to increase the hourly rate for Community Childminders from £4.75 per hour to £5.00 per hour from 4 January 2023;
- (v) to note that paragraph 112 of the report should read “Part 6 of the Children and Young People (Scotland) Act 2014 places a duty on local authorities to provide 1140 hours.....” and
- (vi) otherwise, to note the contents of the report.

KING’S CORONATION 2023

4E. There was submitted a report dated 5 January 2023 (circulated) by the Head of People and Culture which sought approval to mark the celebration of King Charles III’s Coronation which takes place on Saturday 6 May 2023 by granting an additional Public Holiday for 2023 only.

Cabinet agreed:-

- (i) to grant an additional Public Holiday for Monday 8 May 2023 to mark His Majesty King Charles III’s Coronation;
- (ii) to recognise that the additional Public Holiday would cause a reduction in the number of teaching days and that permission had already been sought and confirmed by the Scottish Government Learning Directorate to allow this. This would ensure consistency across the full workforce by awarding all employees the additional full day;
- (iii) that Per Circular (26-22) outlining the Public Holidays for 2023 be updated and re-issued to all relevant employees;
- (iv) to approve the revised School Holidays for 2022-2023 which had previously been agreed; and
- (v) otherwise, to note the contents of the report.

REVENUE BUDGET UPDATE REPORT

5E. There was submitted a report dated 10 January 2023 (circulated) by the Chief Financial Officer and Head of Finance and ICT which provided an update on the provisional Finance Settlement provided by the Scottish Government in December 2022. The report also detailed a range of expenditure reduction measures and sought approval to proceed to public engagement on the Council’s 2023/24 revenue budget.

Cabinet agreed:-

- (i) to note the update on the provisional 2023/24 Finance Settlement;
- (ii) to note the expenditure reduction measures contained at Appendix 1 of the report;
- (iii) to approve the engagement on the Council’s 2023/24 revenue budget from 18 January to 1 February 2023 inclusive; and
- (iv) otherwise, to note the contents of the report.

Religious Representatives Rev Harriet Johnston and Rev Dr Alan Vint; Parent Representative Jackie Livingston and Teacher Representative Norman Watt left the meeting at this point.

COMMUNITY ASSET TRANSFER HOWARD PARK

6. There was submitted a report dated 19 December 2022 (circulated) by the Depute Chief Executive which made two recommendations to Cabinet in terms of the proposed lease of a building and an area of green space both within the Howard Park site.

Councillor McKay, seconded by Councillor McFadzean, moved:-

- (i) that although they were supportive of the aims of the project, not to approve the lease of the Old People's Cabin, Howard Park to Kilmarnock Station Railway Heritage Trust on the basis that this was not considered to be an appropriate location;
- (ii) to approve a 25 year lease of land within the former bowling green, Howard Park to Kilmarnock Tennis Club; and
- (iii) otherwise, to note the contents of the report

Councillor Reid, seconded by Councillor McMahon, moved as an amendment:-

- (i) to approve a 25 year lease of the Old People's Cabin, Howard Park to Kilmarnock Station Railway Heritage Trust on confirmation that the funds required for the renovation of the facility have been acquired;
- (ii) to note that, as advised in the report and discussed at the meeting, the Chief Governance Officer would include any other conditions which may be deemed necessary to provide assurance that the future use of the premises under the lease to be granted would remain in accordance with the proposals as set out in the report, and in particular that the proposed counselling provision would be for those with low to moderate mental wellbeing issues;
- (iii) that Vibrant Communities continue to facilitate communication between Kilmarnock Station Railway Heritage Trust and local residents to encourage understanding of the proposal and to ensure residents are kept updated on the progression of the project;
- (iv) to approve a 25 year lease of land within the former bowling green, Howard Park to Kilmarnock Tennis Club; and
- (v) otherwise, to note the contents of the report

On the vote being taken by calling the roll, the amendment was carried by 7 votes to 4.

COMMUNITY WEALTH BUILDING - ANCHOR CHARTER PROGRESS REPORT (YEAR TWO)

7. There was submitted a report (circulated) by the Head of Economic Growth which examined the progress that had been made in East Ayrshire in relation to the Community Wealth Building (CWB) year two commitments as set out in the Anchor Charter. Signatories to the Charter, including East Ayrshire Council, would provide

their formal reports to the pan-Ayrshire Community Wealth Building Commission in early 2023.

Cabinet agreed:-

- (i) to approve the contents of the update appended to the report, which set out a detailed summary of progress against the commitments set out in the Anchor Charter, prior to its submission to the CWB Commission meeting on 24 March 2023;
- (ii) that all future committee reports would contain a paragraph around CWB Implications with updated guidance being issued to officers; and
- (iii) otherwise, to note the contents of the report.

AYRSHIRE ENERGY MASTERPLAN UPDATE

8. There was submitted a report dated 21 December 2022 (circulated) by the Head of Economic Growth which updated Cabinet on the progress of developing the Ayrshire Energy Masterplan (AEM).

Cabinet agreed:-

- (i) that the Head of Economic Growth continues to co-ordinate the development of the AEM and work with colleagues in North and South Ayrshire Councils, Scottish Enterprise and the University of West of Scotland to produce the completed plan;
- (ii) to note the progress of the appointment of the consultant to undertake delivery of the project and produce the finalised AEM; and
- (iii) otherwise, to note the contents of the report.

UK GOVERNMENT - SHARED PROSPERITY FUND

9. There was submitted a report (circulated) by the Head of Economic Growth which advised of the validation of the Council's Shared Prosperity Fund (SPF) Investment Plan, following its submission to the UK Government on 31 August 2022, and set out details of how the respective programmes and projects would be implemented between now and the end of the 2024/25 financial year.

Cabinet agreed:-

- (i) to note the validation by the UK Government of the East Ayrshire SPF Investment Plan and their intention to release funds subject to two pre-payment conditions being met;
- (ii) to note that upon final approval of the Plan, work would begin immediately to deliver the programmes and projects over the remainder of this financial year, 2023/24 and 2024/25.
- (iii) to extend the existing arrangements in relation to ESF employability contracts for a period of 12 months, recognising the procurement challenges resulting from the late confirmation of SPF funding;
- (iv) to receive an annual report on progress towards delivery of the Council's SPF Investment Plan proposals;

- (v) to note that confirmation of successful bids to round two of the Levelling Up Fund has been delayed until early 2023; and
- (vi) otherwise, to note the contents of the report.

CoRE: UNIVERSITY OF STRATHCLYDE CONTRACT EXTENSION

10. There was submitted a report dated 11 January 2023 (circulated) by the Head of Economic Growth which sought approval to offer an extension to the existing contract with University of Strathclyde to inform the development of the CoRE project.

Cabinet agreed:-

- (i) to the approval of a six month extension to the existing contract with Energy Systems Research Unit (ESRU) within the University of Strathclyde in order to complete the Demonstrator Project prioritisation exercise;
- (ii) to note that an update report on the CoRE project would be presented to a future Cabinet meeting in February/March 2023 and;
- (iii) otherwise, to note the contents of the report.

EXCLUSION OF PRESS AND PUBLIC

11. Cabinet 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 1 of Schedule 7A of the Act”.

PEOPLE AND CULTURE SERVICE REDESIGN

12. There was submitted a report dated 19 December 2022 (circulated) by the Head of People and Culture which presented to Cabinet the conclusions of the People and Culture Service Redesign and sought approval for the revised staffing structure.

Cabinet agreed:-

- (i) to approve all recommendations which amended the staffing structure within the People and Culture Service (as noted in Appendices 1 and 2 of the report);
- (ii) for the People and Culture Service to move from the use of Investors in People to an in-house arrangement to review continuous improvement to achieve a saving of £6,000 per annum;
- (iii) to approve the use of £10,000 from People and Culture uncommitted balances for dedicated consultancy support in relation to the Talentlink recruitment system;
- (iv) to approve the amendment to the Policy Review Schedule to a review every two years as standard, but with an earlier review if required;
- (v) to remit to the Head of People and Culture to review and formalise the Communications Team out of hours arrangements; and
- (vi) otherwise, to note the contents of the report.

Councillor Filson left the meeting during the above item.

FINANCE & ICT SERVICE REDESIGN (PHASE 2)

13. There was submitted a report dated 10 January 2023 (circulated) by the Chief Financial Officer and Head of Finance and ICT which presented to Cabinet the conclusions which had arisen from Phase 2 of the Finance & ICT Service Redesign and sought approval for the implementation of the redesign and structural changes for the Service.

Cabinet agreed:-

- (i) to note the recent approval of the Medium Term Financial Strategy and the Digital Strategy and the inter dependencies that exist between the strategies and the Finance & ICT Service Redesign;
- (ii) to note the wider review of operational processes which related to the utilisation of the income management and creditors payment system as noted at paragraph 53 of the report;
- (iii) to note the creation of the Group Finance Manager for Capital Finance & Insurance and the transfer of the Senior Accountant post to Exchequer and Capital Finance as noted at paragraph 58 of the report;
- (iv) to note the changes to the leasing accounting standard, the implications for the Council and the work that would be undertaken to prepare for and raise awareness of IFRS16 as noted at paragraph 59 of the report;
- (v) to note the work to progress the Service Concession Arrangement flexibility that had been provided by the Scottish Government and that a report would be presented to Council in 2023 as noted at paragraph 62 of the report;
- (vi) to approve the creation of the Insurance Manager post at Grade 12, subject to job evaluation as noted at paragraph 64 of the report;
- (vii) to note the review of risk management arrangements that would be undertaken by the Chief Financial Officer and Head of Finance & ICT supported by the Council Management Team as noted at paragraph 69 of the report;
- (viii) to approve the consolidation of CIVICA financial systems and resources within the Finance & Business Innovation Division as noted at paragraph 70 of the report;
- (ix) to note that the consolidation of two previous service elements into the Finance & Business Innovation Division would require specific roles to be job evaluated as noted at paragraph 72 of the report;
- (x) to approve the additional resource requirements within Finance & Business Innovation to support the delivery of the Council's Digital Strategy as noted at paragraph 82 of the report;
- (xi) to note the significant work that would be undertaken in conjunction with the Programme Management Office in respect of the Local Government Benchmarking Framework indicators on cost and performance and the re-evaluation of the post of Group Finance Manager for Communities and Economy as noted at paragraph 93 of the report;
- (xii) to approve the creation of an ICT Digital Unit to support system change and enhance new and emerging ICT technologies as noted at paragraph 103 of the report;

- (xiii) to approve the procurement of an externally supported Security Operations Centre to further enhance the Council's cyber defence and resilience with the initial year 1 costs being met from Finance & ICT balances with future costs forming part of considerations for the 2024/25 revenue budget as noted at paragraph 107 of the report;
- (xiv) to approve the renaming of the ICT Security Team to the ICT Security and Cyber Defence Team as noted at paragraph 108 of the report;
- (xv) to approve the transfer of the ICT Service Desk and Desktop function from "Infrastructure and Digital" to "Applications and Business" as noted at paragraph 125 of the report;
- (xvi) to approve the regrading of school ICT Technicians to Grade 8 subject to job evaluation, and re-designate their post to Assistant Business Support Analyst as noted at paragraph 133 of the report;
- (xvii) to approve the re-designation of the post of "Depute Head of IT and Digital" to "Depute Head of ICT and Digital" as noted at paragraph 136 of the report;
- (xviii) to approve the transfer of an officer from Housing and Communities to Finance & ICT, to take up the role of Project Officer: Digital Communities as noted at paragraph 140 of the report;
- (xix) to approve the creation of two support posts for the Business Support team designation Grade 5 and Grade B subject to job evaluation as noted at paragraph 141 of the report;
- (xx) to note the opportunities to support young people to develop skills and experience within Finance & ICT and approve the ongoing utilisation of service balances to fund this approach as noted at paragraphs 148 and 152 of the report;
- (xxi) to note that changes to posts would be carried out in conjunction with the Head of People and Culture and that where job evaluation was required to take place that this would be done in line with the Council's Job Evaluation Policy; and
- (xxii) otherwise, note the contents of the report.

The meeting terminated at 1305 hours.