

AYRSHIRE SHARED SERVICES JOINT COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 1 MAY 2015 AT 1100 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Councillors Douglas Reid, Tom Cook and Maureen McKay (all East Ayrshire Council); Councillors Alec Clark, Peter Convery, John McDowall and Nan McFarlane (all South Ayrshire Council).

ATTENDING: Chris McAleavey, Depute Chief Executive (Safer Communities); and Lynn Young, Democratic Services Officer, all East Ayrshire Council; Lesley Bloomer, Executive Director of Economy, Neighbourhood and Environment, South Ayrshire Council; and Stewart Turner, Head of Roads; Kevin Braidwood, Operations Manager; and Alasdair Sneddon, Programme Manager, Ayrshire Roads Alliance.

APOLOGY: Councillor Alan Brown, East Ayrshire Council.

CHAIR: Councillor Douglas Reid, East Ayrshire Council, Chair.

MINUTES OF MEETING HELD ON 20 FEBRUARY 2015

1. There was submitted and approved as a correct record, the Minutes of the meeting held on 20 February 2015 (circulated).

AYRSHIRE ROADS ALLIANCE

PERFORMANCE SCORECARD

2. There was submitted a report dated 31 March 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised of progress made to date against the Performance Scorecard.

It was agreed:-

- (i) to note the performance scorecard and performance metrics presented in the report and accept the explanations and assurances provided in terms of key performance measures PS 3.4, 4.1, 4.2 and 4.4;
- (ii) to continue to receive performance scorecards and performance metrics updates and in future, reports provide:
 - (a) details of the responsibility of both the Ayrshire Roads Alliance and Utility Companies in respect of road defects as a result of works by Utility Companies, including compensation awarded as a result of such road defects;
 - (b) commentary against red or amber key performance measures; and
 - (c) timescales in relation to the Key Performance Measure PS 6.1 - % of complaints responded to within allocated timescales; and
- (iii) otherwise, to note the contents of the report.

INCLUSIVE DESIGN GUIDANCE

3. There was submitted a report dated 7 April 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised of the design guide available to enable Design Engineers to implement inclusive design features for disabled and sensory impaired pedestrians within road design.

It was agreed:-

- (i) to note that whilst the Ayrshire Roads Alliance currently use Inclusive Design and appropriate consultation in all their work, they would continue to seek to review and improve consultation arrangements where required; and
- (ii) otherwise, to note the contents of the report.

RISK REPORT AND REGISTER

4. There was submitted a report dated 25 March 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised on the management of risk associated with the Ayrshire Roads Alliance.

It was agreed:-

- (i) to note the risks presented in the report;
- (ii) to continue to receive quarterly updates on progress;
- (iii) that in relation to Risk 16 - Procurement and in particular to the scrutiny function of the Joint Committee, that a report providing information on contracts awarded by the Ayrshire Roads Alliance, be presented regularly to the Joint Committee; and
- (iv) otherwise, to note the contents of the report.

CUSTOMER SERVICE STRATEGY

5. There was submitted a report dated 16 April 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which sought approval regarding the proposed approach of delivering a high quality, responsible, and accessible customer service.

It was agreed:-

- (i) to approve the Customer Service Strategy as detailed in Appendix 1 of the report;
- (ii) to receive updates on the Customer Services Strategy; and
- (iii) otherwise, to note the contents of the report.

ROADWORKS PROGRAMME 2014/15 AND 2015/16

6. There was submitted a report dated 7 April 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised of the completion of the roads improvement programmes within the geographical boundaries of East Ayrshire and South Ayrshire for financial year 2014/15 and which advised of the approved programme for 2015/16.

It was agreed:-

- (i) to note the Ayrshire Roads Alliance works completed in 2014/2015;

- (ii) to note the Ayrshire Roads Alliance works proposed for 2015/16;
- (iii) that future Roadworks Programme reports detail the priority status and costings associated with proposed works; and
- (iv) otherwise, to note the contents of the report.

BENEFITS REALISATION STRATEGY AND PLAN

7. There was submitted a report dated 24 March 2015 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised of the approach to achieve the £8.634m of savings over the first 10 years for the Ayrshire Roads Alliance.

It was agreed:-

- (i) to approve the Benefits Realisation Strategy and Plan as detailed in Appendix 1 of the report;
- (ii) to receive updates on the Benefits Realisation Strategy and Plan; and
- (iii) otherwise, to note the contents of the report.

CHAIR'S REMARKS

8. The Chair advised that this was the last meeting of the Ayrshire Shared Services Joint Committee to be chaired and administered by East Ayrshire Council, and expressed his appreciation at the work involved since the establishment of the Ayrshire Shared Services Joint Committee in 2014. The Chair further advised that administration and chairing of the Ayrshire Shared Services Joint Committee for the next year would now pass to South Ayrshire Council, and wished Councillor John McDowall, South Ayrshire Council and the representatives well for the forthcoming year.

The meeting terminated at 1235 hours.