

## **AYRSHIRE SHARED SERVICES JOINT COMMITTEE**

Minutes of meeting in County Buildings, Wellington Square, Ayr,  
on 17th June 2016 at 2.00 p.m.

- Present: Councillors Alec Clark, Peter Convery, John McDowall and Nan McFarlane, South Ayrshire Council; Councillors Tom Cook, Bobby McDill, Maureen McKay and Douglas Reid, East Ayrshire Council; and Councillor Alan Hill, North Ayrshire Council.
- Chair: Councillor John McDowall, South Ayrshire Council.
- Apologies: Councillors Alex Gallagher, Willie Gibson, and Donald Reid, North Ayrshire Council.
- Attending: Lesley Bloomer, Executive Director – Economy, Neighbourhood and Environment, Ralph Riddiough, Head of Legal and Democratic Services and Carol Boyd, Risk and Safety Manager, South Ayrshire Council; Chris McAleavey, Depute Chief Executive (Safer Communities); and John Davidson, Senior Accountant, East Ayrshire Council; Jane McGeorge, Ayrshire Civil Contingencies Co-ordinator, Ayrshire Civil Contingencies Team; Stewart Turner, Head of Roads, Kevin Braidwood, Operations Manager and Alasdair Sneddon, Programme Manager, Ayrshire Roads Alliance; and Lauren Sands, Committee Services Officer, South Ayrshire Council.

### **1. Declarations of Interest.**

There were no declarations of interest by Members in terms of the Joint Committee's Order No. 25 and the Councillors' Code of Conduct.

### **2. Minutes of previous meeting.**

The Minutes of 1st April 2016 (issued) ([link attached](#)) were submitted and approved.

### **3. Future Meeting Schedule, Standing Orders and Deputy Chair Arrangements.**

There was submitted a report (issued) of 11th May 2016 ([link attached](#)) by the Executive Director – Economy, Neighbourhood and Environment, South Ayrshire Council, seeking approval for a new meetings schedule; confirmation of Standing Orders; and an alteration to arrangements for the Deputy Chair.

The Executive Director – Economy, Neighbourhood and Environment, South Ayrshire Council, advised on the reasons for submitting this paper to the Joint Committee, namely, that North Ayrshire Council would shortly be taking over the Chairing, hosting and clerking of the Joint Committee meetings and clarification was required by Joint Committee members on how this would be provided as not all meetings would have business that included North Ayrshire Council.

Concerns were raised on how scrutiny would be affected if the frequency of the meetings was reduced; and in relation to implementing changes to the Chairing, hosting and clerking of the Joint Committee meetings at this stage and the general consensus was that the status quo should remain until at least the Local General Elections in May 2017.

**Decided:**

- (1) to maintain the status quo with regards to the programme of meetings, with the programme remaining at 6 meetings per year;
- (2) to approve the proposed changes to the Standing Orders as set out in Appendix 2 of the report; and
- (3) not to implement the proposals outlined in Appendix 3 of the report, relating to the chairing, hosting and clerking of meetings, at this time.

### **AYRSHIRE CIVIL CONTINGENCIES TEAM**

#### **4. Ayrshire Civil Contingencies Team.**

There was submitted a report (issued) of 7th June 2016 ([link attached](#)) by the Head of Property and Risk, South Ayrshire Council, providing updated planning and budgetary information on the integration of the Ayrshire Civil Contingencies Team (ACCT) into South Ayrshire Council as the lead authority.

A member of the Joint Committee raised a question in relation to whether the ACCT had contacted Community Councils to discuss providing Civil Contingencies services at a more local level and the Ayrshire Civil Contingencies Co-ordinator, Ayrshire Civil Contingencies Team, advised that all Community Councils had been approached offering information, however not all were willing to take up the offer.

**Decided:**

- (1) to agree to 6 monthly reporting on service planning and progress updates from the Ayrshire Civil Contingencies Team;
- (2) to note the current work plan of the Ayrshire Civil Contingencies Team for 2016-17 and the overarching requirements; and
- (3) to agree that the Ayrshire Civil Contingencies Team closely liaise with representatives from each of the Ayrshire Authorises on matters relating to Business Continuity Management.

**Councillor Alan Hill left the meeting at this point.**

## AYRSHIRE ROADS ALLIANCE

### 5. Fleet Review.

There was submitted a report (issued) of 8th June 2016 ([link attached](#)) by the Head of Roads, Ayrshire Roads Alliance, advising the Joint Committee on the outcome of the review of the fleet within Ayrshire Roads Alliance and making recommendations for the future management arrangements for the service.

A number of questions were raised regarding the review relating to winter maintenance vehicles, whether the proposed savings were firm amounts, how the proposed changes would affect advertising on vehicles and the reduction in the number of tower wagons owned by Ayrshire Roads Alliance by 2019/20. Having heard the Head of Roads', Ayrshire Roads Alliance, explanation the Joint Committee noted the position of the review.

A member of the Joint Committee raised concerns regarding the lack of housekeeping at roads sides affecting the condition of the roads and Ayrshire Roads Alliance's review and although this area was not Ayrshire Roads Alliance's responsibility the Depute Chief Executive (Safer Communities), East Ayrshire Council, advised that he would raise this with East Ayrshire Council as general maintenance tied in with the erosion of the roads.

#### Decided:

- (1) to approve the proposed Ayrshire Roads Alliance fleet review as outlined within the report;
- (2) to approve the firm proposal and recommendation to proceed on the basis of Option 3; and
- (3) otherwise, note the contents of the report.

### 6. Property and Accommodation Review.

There was submitted a report (issued) of 7th June 2016 ([link attached](#)) by the Head of Roads, Ayrshire Roads Alliance, advising the Joint Committee on the proposed approach to the review of property and accommodation within the Ayrshire Roads Alliance.

A member of the Joint Committee raised the question as to whether the proposals within the report was propriety work for the rationalisation of departments and the Head of Roads, Ayrshire Roads Alliance, advised that the purpose of the review was to improve the service and make it more efficient and that staff were aware of this. He further advised that initial discussions had taken place with the trade unions, however, no final decisions in relation to the review had been made yet.

#### Decided:

- (1) to approve the proposed approach to the Ayrshire Roads Alliance property and accommodation review as outlined within the report;

- (2) to agree to specific proposals on the outcome from the Ayrshire Roads Alliance property and accommodation review to be presented to the September meeting of the Joint Committee; and
- (3) otherwise, to note the contents of the report.

## **7. Update on Performance Scorecard.**

There was submitted a report (issued) of 8th June 2016 ([link attached](#)) by the Head of Roads, Ayrshire Roads Alliance, advising the Joint Committee regarding the progress made to date against the Performance Scorecard.

A question was raised regarding the deterioration in South Ayrshire Council figures in relation to the percentage of A class roads that should be considered for maintenance and if the figures could be improved on. The Head of Roads advised that it should be possible for the figures to be improved on and that this was currently being addressed.

It was advised that figures for April 2016 were missing from PS 4.4 and 4.6 as the data was still being validated but that this would be passed on once finalised.

### **Decided:**

- (1) to note the performance scorecard and performance metrics presented in the report;
- (2) to continue to receive performance scorecard and performance metrics updates; and
- (3) otherwise, to note the contents of the report.

## **8. Risk Report and Register.**

There was submitted a report (issued) of 6th June 2016 ([link attached](#)) by the Head of Roads, Ayrshire Roads Alliance, advising the Joint Committee on the management of risk associated with the Ayrshire Roads Alliance.

### **Decided:**

- (1) to note the risk register presented in the report;
- (2) to continue to receive updates on the progress; and
- (3) otherwise, to note the contents of the report.

## **9. Revenue Financial Monitoring Report.**

There was submitted a report (issued) of June 2016 ([link attached](#)) by the Depute Chief Executive and Chief Financial Officer Economy and Skills, East Ayrshire Council, updating the Joint Committee on the revenue budget monitoring position for the year to 31st March 2016, for the Ayrshire Roads Alliance.

Questions were raised regarding the variances on spend for both East and South Ayrshire Councils. Having heard the Head of Roads', Ayrshire Roads Alliance,

explanation, the Joint Committee noted the financial management position of the Ayrshire Roads Alliance.

A member of the Joint Committee requested a breakdown of the variances by area in order to better interpret the information in future and the Head of Roads, Ayrshire Roads Alliance, advised that this would be provided.

**Decided:**

- (1) to note the financial management position of the Ayrshire Roads Alliance;
- (2) to request a further financial update at the next meeting of the Joint Committee; and
- (3) otherwise, note the content of the report.

**10. Roadworks Programme 2016/17.**

There was submitted a report (issued) of 8th June 2016 ([link attached](#)) by the Head of Roads, Ayrshire Roads Alliance, advising the Joint Committee of the progress made with the road improvement programmes within the geographical boundaries of East Ayrshire and South Ayrshire for financial year 2016-2017.

Clarification was sought and provided on roads that it was felt should be included in the Roadworks Programme, deteriorating roads that required to be addressed, underspend within East Ayrshire Council's footways and delayed start dates for works. Having heard the response from the Head of Roads, Ayrshire Roads Alliance, the Joint Committee noted the position of the Roadworks Programme.

**Decided:**

- (1) to note the Ayrshire Roads Alliance works progress; and
- (2) otherwise, to note the contents of the report.

The meeting ended at 3.20 p.m.