

AGENDA ITEM 1

Ayrshire Shared Services Joint Committee 23 June 2017

May 2017 - April 2022

IRVINE, 23 June 2017 - At a Meeting of the Ayrshire Shared Services Joint Committee at 2.00 p.m.

Present

Councillors Joe Cullinane and Marie Burns (North Ayrshire Council); Douglas Reid, Tom Cook, Jim Roberts and John McGhee (East Ayrshire Council); and Alec Clark, Ian Cochrane and Bob Pollock (South Ayrshire Council).

In Attendance

L. Bloomer, Executive Director (Economy, Neighbourhood and Environment), C. Boyd, Risk, Safety and Resilience Manager and J. McGeorge, Ayrshire Civil Contingencies Co-ordinator (Ayrshire Civic Contingencies Team) (South Ayrshire Council); P. Whip, Group Finance Manager (East Ayrshire Council); S. Turner, Head of Roads, K. Braidwood, Operations Manager and T. Mackin, Business Support Manager (Ayrshire Roads Alliance); and M. Anderson, Committee Services Team Leader (North Ayrshire Council).

Chair

Councillor Joe Cullinane (Agenda Items 1-2) and Councillor Douglas Reid (remainder of the Agenda).

Apologies

Councillor Philip Saxton.

1. Apologies

The Chair invited intimation of apologies for absence, which were recorded.

AYRSHIRE CIVIL CONTINGENCIES TEAM (ACCT)

2. Ayrshire Civil Contingencies Team

Submitted report by Head of Property and Risk (South Ayrshire Council) on the Ayrshire Civil Contingencies Team Service Plan 2017/18. The work plan was set out at Appendix 1 to the report.

The Risk, Safety and Resilience Manager (Ayrshire Civil Contingencies Team) provided a brief overview of the service for the benefit of Elected Members new to the committee, and highlighted a number of key exercises which had taken place in recent months.

Members asked questions, and received information and clarification, on the following:-

- whether the plan in respect of William Grants had been updated to take into account recent developments on site;
- any local implications of the recent change to the Government's assessment of the terrorism threat level;
- whether there was any 'lock-down' procedure in place in the event of a knife attack or similar event within a school or other public building;
- the local approach to any media enquiries about the terrorism threat level;
- the availability of Operation Griffin training for Council staff and community groups;
- the background to the new guidance referred to at paragraph 1.3 of the appendix to the report;
- the risk assessment process for local events; and
- how the service is evaluated and the mechanism for gathering customer feedback.

The Committee agreed:-

- (a) to approve progress against the 2017/18 work plan set out at Appendix 1 to the report; and
- (b) to note in particular (i) the refinement of Emergency Control Centres, (ii) the Major Water Services Incident Response Exercise Nahla hosted by Scottish Water, (iii) the close engagement with partners for Event Contingency Planning, (iv) the review of the Civil Contingency Response and Recovery Plans and (v) Exercise Carrick, which validated the Girvan Harbour Marine Pollution Response Plan.

3. Rotation of Chair

Councillor Cullinane withdrew from the Chair at this point, to allow Councillor Douglas Reid to chair the meeting for the remaining items of Ayrshire Roads Alliance business.

Councillors Cullinane and Burns left the meeting at this point.

AYRSHIRE ROADS ALLIANCE (ARA)

4. Roadworks Programme Update 2016/17

Submitted report by the Head of Roads (ARA) on progress made with the road improvement programmes within East and South Ayrshire for financial year 2017/18. The 2017/18 Ayrshire Roads Alliance Programmes for South Ayrshire and East Ayrshire were set out at Appendices 1 and 2, respectively.

East Ayrshire Council's Cabinet approved the 2017/18 road works programme on 8 March 2017. The South Ayrshire programme was approved by its Leadership Panel on 14 March 2017. The report provided progress updates in respect of each programme.

The Head of Roads (Ayrshire Roads Alliance) gave a brief overview of the work of the ARA for the benefit of Elected Members new to the committee, introduced the Alliance's new Business Support Manager and updated the committee on the filling of an outstanding vacancy.

Members asked questions, and received information and clarification, on the following:-

- concern over surface water on Millar Road during recent heavy rain, in light of previous flooding incidents at this location;
- the reasons for a significant amount of work being carried over from 2016/17 into the current financial year's work programme;
- the timing and quality of works carried out by utility companies and any measures in place to follow-up on quality concerns;
- the current position in respect of the Kilmaurs 'park and ride' project;
- any progress in terms of works to Fenwick Road and Irvine Road, Kilmaurs;
- the circumstances surrounding a further review of road layout and traffic signals at Stewarton Cross;
- the background to projects marked as 'not commenced' in the work programme;
- the poor condition of Wesley Road, Girvan, and the need for works to improve its condition;
- surface dressing practices and the wider approach taken to addressing potholes;
- the mechanism for calculating optimum staffing levels for roads operatives;
- the value of promoting the use of Council websites and Twitter to report potholes and other roads defects;
- the various types of plant and other equipment used in road surfacing and repairs; and
- insurance claims in relation to road defects.

The Operations Manager (Ayrshire Roads Alliance) undertook to provide an update to East Ayrshire Council Members on (i) the current review of road layout and traffic signals at Stewarton Cross and (ii) progress on works to Fenwick Road and Irvine Road, Kilmaurs.

The Committee agreed:-

- (a) that future reports include (i) some contextual information on any projects described in the work programme as 'not commenced' and (ii) information on insurance claims;
- (b) that a report be submitted to the next meeting on the various road surface treatments employed;
- (c) that a report be submitted to the next meeting on the plant and equipment used to address defects;

- (d) that the Executive Director (Economy, Neighbourhood and Environment) (South Ayrshire Council) and Depute Chief Executive (Safer Communities) (East Ayrshire Council) liaise with the Head of Roads (Ayrshire Roads Alliance) with a view to submitting a report to a future meeting on the recruitment of roads operatives; and
- (e) otherwise, to note the content of the report.

5. Risk Report and Register

Submitted report by the Head of Roads (ARA) on the management of risk associated with the Ayrshire Roads Alliance. The Risk Register Scoring Matrix was set out at Appendix 1 to the report and the Register itself attached at Appendix 2.

Members asked questions, and received information and clarification, on the following:-

- the arrangements in place to ensure developers fulfil their responsibilities in terms of roads infrastructure; and
- whether empowering other Council employees, such as Streetscene operatives, to report roads defects, might help to address Risk 10 in the register (“failure to provide an adequate roads inspection system”)

The Committee agreed:-

- (a) to note the revised Risk Register set out at Appendix 2 to the report;
- (b) to note that a report on the review of road bonds would be submitted to the February/March 2018 meeting; and
- (c) to continue to receive updates on progress in terms of the Risk Register.

6. Update on Performance Scorecard

Submitted report by the Head of Roads (ARA) on progress made to date against the Performance Scorecard. The new format Scorecard was set out at Appendix 1 to the report.

The Performance Scorecard included commentary against ‘red’ and ‘amber’ performance measures. Paragraph 8 of the covering report highlighted a number of performance measures assessed as ‘green’.

Members asked questions, and received information and clarification, on the following:-

- whether the new reporting format could be amended to include a Scottish benchmarking column;

- the background to a drop in performance in terms of Category 1 repairs; and
- whether there were efficiencies to be gained in operatives attending Category 1 repairs dealing with an adjacent Category 2 repair at the same time.

The Committee agreed:-

- (a) to note the Performance Scorecard and performance metrics presented in the report;
- (b) to approve the amended Scorecard format, subject to a further amendment to include national figures for the rest of Scotland;
- (c) that the new Code of Practice coming into effect in 2018 would be the subject of a report to a future meeting of the Committee; and
- (d) to continue to receive Performance Scorecard updates.

7. Revenue Financial Monitoring Report

Submitted report by the Depute Chief Executive and Chief Financial Officer (East Ayrshire Council) on the revenue budgeting monitoring for the year to 31 March 2017. Appendix 1 to the report set out the split between Strategic and Local Service Delivery. The Financial Monitoring report was set out at Appendix 2.

Members asked questions, and received information and clarification, on the following:-

- the background to the variances reported in respect of local delivery within East Ayrshire Council;
- whether parking meters within all car parks in Kilmarnock could now accept the new pound coin;
- when the committee was likely to receive a report on car park income;
- the background to income attributed to a VAT error in previous years;
- the reported variance in respect of purchased vehicles in Street Lighting and the repayment of SALIX/CEEF loans within South Ayrshire Council;
- additional fee income in respect of Girvan Harbour;
- whether Timber Transport monies would be reported separately, rather than included within the overall reported income; and
- the take-up rates for car park users paying fees by telephone, and other options for modernising parking payments.

The Group Finance Manager (East Ayrshire Council) undertook to provide (i) East Ayrshire Members with feedback on any outstanding issues in terms of the ability of parking meters within four smaller Kilmarnock car parks to accept the new pound coin; and (ii) Members of the committee with details of the VAT rebate in respect of car parking income.

The Committee agreed:-

- (a) to note the financial management position of the Ayrshire Roads Alliance;
- (b) that (i) Timber Transport income and (ii) parking charge income be the subject of future reports to the Committee; and
- (b) to receive a further financial update at the next meeting of the Committee.

The Meeting ended at 3.30 p.m.