

## **AYRSHIRE SHARED SERVICES JOINT COMMITTEE**

### **MINUTES OF MEETING HELD ON FRIDAY 8 DECEMBER 2017 AT 1401 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Douglas Reid, John McGhee, Tom Cook and Jim Roberts (all East Ayrshire Council); Councillors Alec Clark, Ian Cochrane and Bob Pollock (all South Ayrshire Council); and Councillor Scott Gallacher (North Ayrshire Council).

**ATTENDING:** Lesley Bloomer, Executive Director - Economy, Neighbourhood and Environment; Carol Boyd, Risk, Safety and Resilience Manager (Ayrshire Civil Contingencies Team) and Jane McGeorge, Ayrshire Civil Contingency Team Co-ordinator (Ayrshire Civil Contingencies Team) (all South Ayrshire Council); Paul Whip, Group Finance Manager (East Ayrshire Council); Stewart Turner, Head of Roads; and Kevin Braidwood, Operations Manager (both Ayrshire Roads Alliance); and Lynn Young, Democratic Services Officer (East Ayrshire Council).

**APOLOGIES:** Councillor Philip Saxton (South Ayrshire Council); and Councillors Joe Cullinane, Marie Burns and Alex Gallagher (all North Ayrshire Council).

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

### **MINUTES OF MEETING HELD ON 23 JUNE 2017**

1. There were submitted and approved as a correct record, the minutes of the meeting of 23 June 2017 (circulated).

### **PROPOSED CALENDAR OF MEETINGS 2018**

2. There was submitted for consideration, the Ayrshire Shared Services Joint Committee draft meetings calendar for 2018 (circulated).

It was agreed to approve the Ayrshire Shared Services Joint Committee meetings calendar for 2018, subject to the meetings of Friday 16 February 2018, Friday 15 June 2018, Friday 7 September 2018 and Friday 7 December 2018 commencing at 1000 hours and not 0930 hours as indicated.

Councillor Bob Pollock, South Ayrshire Council joined the meeting during consideration of the above item.

### **AYRSHIRE CIVIL CONTINGENCIES TEAM**

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3. There was submitted a report dated 10 November 2017 (circulated) by the Head of Property and Risk, South Ayrshire Council which sought approval for the Ayrshire Civil Contingencies Team Service Plan for 2018/19.

The Risk, Safety and Resilience Manager, South Ayrshire Council reported and it was noted that the Risk, Safety and Resilience Team had been awarded the Alarm Member Award Team of the Year at the 2017 Alarm Risk Awards.

Arising from discussion, and in response to particular matters raised, Members received further information as follows:-

- timescales in relation to planned training exercises and the challenges around undertaking a black start (total loss of electrical power) exercise;
- the use of trained and practiced responders working to an up-to-date framework; and
- diversionary plans for Glasgow Prestwick Airport.

Members of the Committee then congratulated the Ayrshire Civil Contingencies Team on the success of the 2017 Alarm Risk Awards.

It was agreed to approve the Service Plan in its current form, acknowledging that there may be additional requests for support added as the wider services from across the three Ayrshire Councils plan their own service delivery for 2018-19.

Councillor Scott Gallacher, North Ayrshire Council left the meeting at this point.

## **AYRSHIRE ROADS ALLIANCE**

### **UK APSE PERFORMANCE NETWORK AWARDS 2017**

4. The Executive Director - Economy, Neighbourhood and Environment, South Ayrshire Council and the Head of Ayrshire Roads Alliance advised and it was noted that at the UK APSE Performance Network Awards held on 7 December 2017, Ayrshire Roads Alliance, representing South Ayrshire Council were a finalist in the Best Performer Category and overall winner for the Most Improved Performer. Members of the Committee then congratulated Ayrshire Roads Alliance on their awards.

### **MINUTES OF MEETING OF 10 NOVEMBER 2017**

5. There were submitted and approved as a correct record, the minutes of the meeting of 10 November 2017 (circulated).

### **AYRSHIRE ROADS ALLIANCE UPDATE ON PERFORMANCE SCORECARD**

6. There was submitted a report dated 16 November 2017 (circulated) by the Head of Roads - Ayrshire Roads Alliance which advised of progress made to date against the Performance Scorecard.

During discussion, Members raised the following matters:-

- results from the 2017 East Ayrshire Community Planning Partnership recent Residential Survey which had been reported to Members of the Community Planning Partnership Board on 7 December 2017, in particular to the concerns regarding maintenance of B and C Class roads;
- the use of heavy transport on regular diversion routes off the A77;
- the decline in the percentage of carriageway Category 3 defects repaired within 10 working days and methods being used to improve the target;
- the measurement of success in relation to the use of volunteers to assist with the treatment of roads and footpaths within their own communities;
- the process by which an additional yellow grit bin could be provided within a community;
- the impact of agricultural traffic on minor roads;

- reasons for the 615 street lighting repair lights issued in period 6; and
- the number of penalty notices repealed.

It was agreed:-

- (i) to note the performance scorecard and performance metrics presented in the report;
- (ii) to continue to receive performance scorecard updates; and
- (iii) otherwise, to note the contents of the report.

#### **AYRSHIRE ROADS ALLIANCE RISK REPORT AND REGISTER**

7. There was submitted a report dated 16 November 2017 (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 risk register presented in the report;
- (ii) to continue to receive updates on progress; and
- (iii) otherwise, to note the contents of the report.

#### **AYRSHIRE ROADS ALLIANCE - REVENUE FINANCIAL MONITORING REPORT**

8. There was submitted a report (circulated) by the Depute Chief Executive and Chief Financial Officer: Economy and Skills, East Ayrshire Council which updated on the revenue budget monitoring position for the year to 15 October 2017 for the Ayrshire Roads Alliance.

During discussion, Members raised the following issues:-

- budget variances due to vacancies;
- the allocation of £110,000 parking charges to be allocated to East Ayrshire Council and South Ayrshire Council; and
- the process by which parking fines are budgeted.

It was agreed:-

- (i) to note the financial management position of the Ayrshire Roads Alliance;
- (ii) to note the analysis of budget movements between 2016/17 and 2017/18 as detailed in Appendix 3 of the report;
- (iii) that a further financial update be provided to the next appropriate meeting of the Joint Committee; and
- (iv) otherwise, to note the contents of the report.

#### **AYRSHIRE ROADS ALLIANCE - ROADWORKS PROGRAMME 2017/18**

9. There was submitted a report dated 16 November 2017 (circulated) by the Head of Roads - Ayrshire Roads Alliance which advised of the progress made with the Road Improvement Programmes within East Ayrshire and South Ayrshire for financial year 2017/2018.

Arising from discussion and in response to particular matters raised, Members received further information as undernoted:-

- the reasons for projects ranked - "carried forward from 16/17";
- an explanation with regards to the reasons for no footway programmes having commenced;
- timescales in connection with the additional park and ride spaces at Yardside Road, Kilmaurs;
- the process by which timber transport funding is secured; and
- an update in respect of the works associated with improvements to New Cumnock with regards to flooding matters.

It was agreed:-

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

#### **AYRSHIRE ROADS ALLIANCE - DRAFT SERVICE PLAN 2018/19**

10. There was submitted a report dated 17 November 2017 (circulated) by the Head of Roads - Ayrshire Roads Alliance which sought approval for the Ayrshire Roads Alliance Draft Service Plan for 2018/19.

Arising from discussion and in response to particular matters raised, Members received further information as follows:-

- a transport summit has been agreed for 9 February 2018 to discuss the Ayrshire Growth Deal and the impacts on the transport network;
- the involvement of Ayrshire Roads Alliance in the South-West Rail Partnership; and
- timescales for the implementation of the Mauchline bypass and the Maybole bypass.

It was agreed:-

- (i) to approve the draft Ayrshire Roads Alliance Service Plan for 2018/19;
- (ii) to approve the proposed Performance Indicators for 2018/19;
- (iii) that officers circulate the confirmed finance budgets for 2018/19 to members of the Joint Committee following release of the final settlement figures;
- (iv) that a six month progress update is provided to a future meeting of the Joint Committee; and
- (v) otherwise, to note the contents of the report.

#### **AYRSHIRE ROADS ALLIANCE - 2017/2018 SERVICE PLAN UPDATE**

11. There was submitted a report dated 17 November 2017 (circulated) by the Head of Roads - Ayrshire Roads Alliance which advised on progress made to date against 2017/18 Ayrshire Roads Alliance Service Plan.

It was agreed:-

- (i) to note the progress against the 2017/18 Service Plan as detailed in the report;
- (ii) to continue to receive progress updates; and
- (iii) otherwise, to note the contents of the report.

The meeting terminated at 1549 hours.