

AYRSHIRE SHARED SERVICES JOINT COMMITTEE

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 15th June 2018 at 10.00 a.m.

- Present: Councillors Ian Cochrane (Chair), Alec Clark, Bob Pollock and Philip Saxton (all South Ayrshire Council); Councillor Tom Cook (East Ayrshire Council); and Councillor Marie Burns (North Ayrshire Council).
- Apologies: Councillors John McGhee, Douglas Reid and Jim Roberts (all East Ayrshire Council); Councillors Joe Cullinane, Scott Gallacher and Alex Gallagher (all North Ayrshire Council).
- Attending: Donald Gillies, Director – Place; Catriona Caves, Head of Regulatory Services; and Carol Boyd, Service Lead - Risk and Safety (all South Ayrshire Council); Katie Kelly, Depute Chief Executive: Safer Communities; and Paul Whip, Group Finance Manager (both East Ayrshire Council); Jane McGeorge, Ayrshire Civil Contingencies Co-ordinator (Ayrshire Civil Contingencies Team); Stewart Turner, Head of Roads, and Kevin Braidwood, Operations Manager (both Ayrshire Roads Alliance); and Eillen Wyllie, 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 8th December 2017 ([issued](#)) were submitted and approved.

AYRSHIRE CIVIL CONTINGENCIES TEAM

3. Ayrshire Civil Contingencies Team.

There was submitted a report ([issued](#)) of 23rd May 2018 by the Director – Place, South Ayrshire Council, advising of the progress made against the 2018/19 Ayrshire Civil Contingencies Service Plan.

A Member of the Joint Committee raised a question in relation to the Safer Shores Response Plan to deal with large numbers of people travelling to Ayrshire beaches which worked effectively, however, were car parking issues taken into consideration as part of this approach. The Service Lead – Risk and Safety advised that she had been unaware of any car parking issues and the Ayrshire Civil Contingencies Co-ordinator informed of a debrief being arranged for the end of Summer 2018 and she would feedback this matter then.

A further question was raised by a member of the Joint Committee in relation to whether Community Councils could be involved with the External Emergency Plan for William Grant and Sons Distillers Ltd. and the Ayrshire Civil Contingencies Co-ordinator advised that they could be involved, if deemed necessary.

The Joint Committee

Decided: to approve the progress made by the Ayrshire Civil Contingencies Team against their Service Plan for 2018/19 as detailed in the updated Work Plan attached as Appendix 1 to the report.

Councillor Marie Burns left the meeting at this point.

AYRSHIRE ROADS ALLIANCE

4. Minutes of previous meeting.

The Minutes of 20th April 2018 ([issued](#)) were submitted and approved.

5. Update on Performance Scorecard.

There was submitted a report ([issued](#)) of 28th May 2018 by the Head of Roads, Ayrshire Roads Alliance, advising of the progress made to date against the Performance Scorecard.

A Member of the Joint Committee raised a question in relation to the current position with WDM (Whole Data Management) and the timescales to implement the customer care package module and whether this was operational. It was noted that security issues were being tested by IT before going live. In response to a question relating to twitter account reporting, the Head of Roads advised that tweeting complemented other methods of communication to improve customer contact.

A further question was asked by a Member of the Joint Committee in respect of the number of complaints and the Head of Roads advised that these had reduced but there was ongoing work to improve response times. It was noted that in relation to whether a member of the public contacting South Ayrshire's Customer Service Centres for a matter relating to Ayrshire Roads Alliance could be linked via systems, the Head of Roads would look at this to see if possible. In respect of a complaint regarding a trunk road, it was noted that the Alliance would inform the complainer that this had been passed to Transerv. There was no requirement for these complaints to be recorded on the Alliance's system therefore did not affect performance.

In respect of performance indicators for the maintenance of A Class Roads in South Ayrshire in comparison with East Ayrshire Council's data, the Head of Roads advised that improvements were expected during the forthcoming year on A class roads as well as B, C and U roads due to the level of investment made by South Ayrshire Council.

In terms of information relating to deaths or serious injury and whether this related to trunk roads or local roads, the Head of Roads advised that statistics for all roads were available and that he had received the data for East Ayrshire Council but was awaiting South Ayrshire Council's statistics. He reassured that safety targets were being met.

In respect of public liability claims, the Head of Roads advised that due to some internal East Ayrshire IT difficulties there had been a short delay in detail being provided for South Ayrshire Council. This has now been resolved and this information will be circulated to Members of the Joint Committee.'

The Joint Committee, having otherwise noted the content of the report

Decided:

- (1) to note the performance scorecard and performance metrics presented in this report; and
- (2) to continue to receive the performance scorecard updates.

6. Risk Report and Register.

There was submitted a report ([issued](#)) of 31st May 2018 by the Head of Roads, Ayrshire Roads Alliance, advising of the management of risk associated with the Ayrshire Roads Alliance.

Following various questions by Members of the Joint Committee, the Officers responded as follows:-

- (1) that in relation to bridges and structures (risks 36 and 37), the Bridge of Coyle was inspected and not considered a risk;
- (2) that in relation to the road inspection system (risk 10), the relationship between timeframes and public liability claims were outlined. Inspections were currently sitting at 100% completed, however, if, for instance, a pothole appeared between inspection periods then this would be investigated; and
- (3) that 80% external grant funding was available through the Scottish Government for some flooding schemes (risk 40).

The Joint Committee, having otherwise noted the content of the report

Decided:

- (a) to note the risk register presented in the report; and
- (b) to continue to receive updates on progress.

7. Code of Practice Well Managed Highway Infrastructure

There was submitted a report ([issued](#)) of 24th May 2018 by the Head of Roads, Ayrshire Roads Alliance to advise the progress being made with meeting the requirements of the new Code of Practice – Well Managed Highway Infrastructure which would become National Policy in October 2018.

A question was raised regarding category defects and it was noted that current category defects of 1 to 4 were being reviewed in order to simplify the process by reducing to risk based category defects 1 and 2. This improved approach would make it clearer for the public to understand and easier for the workforce to manage with previous category 3 and 4 defects forming part of the planned maintenance programme.

In response to the timeframe for fixing emergency repairs and whether it was likely to increase to 24 hours, it was noted that this had been previously reduced to a 2 hour period across the Ayrshire Roads Alliance although local authorities could set their own timeframes in regard to this matter.

It was noted that the inspection process was currently being reviewed and this would be presented to the Joint Committee in September 2018.

The Joint Committee, having otherwise noted the content of the report

Decided: to note

- (1) the ongoing work in order to meet the requirements of the new Code of Practice – Well Managed Highway Infrastructure; and
- (2) that a full report on delivering the new Code of Practice - Well Managed Highway Infrastructure would be submitted to the meeting of the Joint Committee on 7th September 2018.

8. Revenue Financial Monitoring Report

There was submitted a report ([issued](#)) of June 2018 by the Depute Chief Executive and Chief Financial Officer, Economy and Skills, East Ayrshire Council, providing an update on the revenue budgeting monitoring position for the year to 31st March 2018 for the Ayrshire Roads Alliance.

In response to a question relating to contingencies and overspends due to severe winter weather, the Group Finance Manager, East Ayrshire Council indicated that winter 2017/18 had been particularly extreme and that East Ayrshire Council had used its severe winter funding from the Scottish Government and South Ayrshire Council had used previous years' balances. In respect of the award of severe winter funding from the Scottish Government to South Ayrshire Council, Members of the Joint Committee asked about these funds for scrutiny purposes and it was noted that these funds showed up in the year-end accounts as part of South Ayrshire Council's financial accounting process.

A discussion took place in relation to the use of road salt and it was noted that the salt requirements for that winter had been way above the norm for both East and South Ayrshire Councils. A question was asked as to whether different solutions could be used on roads during icy conditions and the Operations Manager advised of a review being undertaken which would try out different treatments with the outcome reported to a future meeting.

In respect of the underspend in the strategic delivery relating to East Ayrshire Council, the Group Finance Manager commented that the main reason related to staff turnover and vacancies. A further question was asked about the filling of vacancies and it was noted that adverts had recently been placed for two operatives for the Girvan base and two for the Meadowhead base.

The Joint Committee, having otherwise noted the content of the report

Decided:

- (1) to note the financial management position of the Ayrshire Roads Alliance;
- (2) to note the analysis of budget movements between 2017-2018; and
- (3) to request a further financial update at the next meeting of the Joint Committee.

9. Roadworks Programme 2018/19

There was submitted a report ([issued](#)) of 28th May 2018 by the Head of Roads, Ayrshire Roads Alliance, advising of the progress being made with the road improvement programmes within East Ayrshire and South Ayrshire for financial year 2018-2019.

The Operations Manager provided an update in relation to Timber Transport bids and indicated that the most recent bids had been unsuccessful. However, £1m had been ring-fenced for the south west Scotland area to allow the Operations Manager to submit bids by August 2018 for both Councils.

In relation to the maintenance programme, attached as Appendix 1 of the report, and some specific locations and treatments, various questions were asked by members of the Joint Committee regarding timescales. The Operations Manager provided details.

A request was made for timescales to be attached to the maintenance programme and the Operations Manager indicated that this information was updated on a fortnightly basis but he would circulate this detail.

A discussion took place in respect of a housing development in Troon and whether traffic would be controlled via a roundabout or traffic lights and it was noted that a survey was being undertaken and, whatever option was chosen, the cost would be met by the developers.

Councillor Philip Saxton left the meeting at this point.

A question was asked in relation to the timing of resurfacing work being carried out at Boswell Park, Ayr near the Gaiety Theatre and whether this interfered with parking arrangements for a forthcoming theatre event. The Operations Manager advised that a traffic management plan had been agreed with the Theatre. However, he would clarify the position with the relevant members.

In relation to a question regarding external funding for the Access for All review at Dunure, it was noted that a report would be submitted to South Ayrshire Council's Leadership Panel meeting on 21st August 2018 on the status of this scheme which was temporarily on hold.

The Joint Committee, having otherwise noted the content of the report

Decided: to note the Ayrshire Roads Alliance works progress for 2018/19.

10. Closing Remarks.

The Head of Roads and the Operations Manager, Ayrshire Roads Alliance, provided an update on some recent developments as follows:-

- (1) that bids had been submitted to the Local Rail Development Fund managed by Transport Scotland for railway improvements in Ayrshire. Members would be kept informed of developments;
- (2) on the Transport Scotland South West Scotland Transport Study due for publication in January 2019 and that Members would be updated with developments as this study progressed;
- (3) of road surfacing trials using waste materials and referred to in the media as 'plastic' roads; and
- (4) of the recent launch of the Transport (Scotland) Bill. A briefing paper would be circulated to Members.

The meeting ended at 11.20 a.m.