

## AYRSHIRE SHARED SERVICES JOINT COMMITTEE

Minutes of meeting in County Buildings, Wellington Square, Ayr,  
on 29 August 2019 at 10.00 a.m.

Present: Councillors Ian Cochrane (Chair), Bob Pollock, Alec Clark and Philip Saxton (all South Ayrshire Council); and Councillors Tom Cook, John McGhee, Douglas Reid and Jim Roberts (all East Ayrshire Council).

Attending: Kevin Carr, Executive Manager – Place Directorate (South Ayrshire Council); Stewart Turner, Head of Roads; Kevin Braidwood, Operations Manager (both Ayrshire Roads Alliance); Eilidh Mackay, Chief Auditor (East Ayrshire Council); 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. Internal Audit Annual Update Report.

There was submitted a report ([issued](#)) of 19 August 2019 by the Chief Auditor – East Ayrshire Council providing an annual update to the Joint Committee reflecting outcomes from the previous year and items included in the current year plan.

The Chief Auditor referred to the report and outlined the control environment for ARA Internal Audit Work in both Councils.

A Member commented on a Summary Follow-up in relation to ARA Road Bonds which had been incorporated within the Internal Audit report presented to a recent meeting of the Audit and Governance Panel of South Ayrshire Council. This Follow-up referred to four additional cases which were on the Bond Register and the member enquired if members of the Ayrshire Shared Services Joint Committee should be made aware of such issues. The Head of Roads commented that, following South Ayrshire's Audit and Governance Panel meeting, he had been notified by the Chief Internal Auditor on this matter and, following investigation, he would circulate a response to Members of this Committee.

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

**Decided:** to note

- (1) the outcome of the 2018/19 Internal Audit work as presented in paragraphs 13 to 15 and in Appendices 1 and 2 of the report;
- (2) the ARA items included in the 2019/20 plan and the available contingencies, as presented in paragraph 16 and Appendices 3 and 4 of the report; and
- (3) that the Chief Auditor would submit a similar update report to the Joint Committee on an annual basis.

### **3. Roadworks Programme 2019/20.**

There was submitted a report ([issued](#)) of 18 August 2019 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 2019-20.

The Operations Manager informed members that the Sustrans bids had been successful.

A specific question was raised by Members of the Joint Committee in relation to the current position with the railway station at Barassie and the Head of Roads and the Operations Manager suggested that an update be provided to interested members immediately following this meeting.

Various questions were asked by Members and answers provided by Officers in relation to:-

- feedback on the implementation of the 20mph zones and enforcement issues. It was noted that the implementation of 20mph schemes in South Ayrshire rural villages was ongoing. In relation to enforcement, it was noted that any solutions would be hard engineered;
- the LED replacement programme which was on course to be completed by 2021;
- flooding and subsequent damage to roads and accessing the UK Government's Bellwin Scheme for emergency financial assistance for significant situations;
- the projects involving bids which had been made to Sustrans. It was noted that works would commence soon since funding had recently been approved;
- work at Girvan Harbour and the Operations Manager commented on the tendering process and that it was hoped that this work would be undertaken this financial year; and
- the environmental improvement programme and whether issues relating to parking bays at Prestwick and Troon could be incorporated within this programme. The Operations Manager advised that this was an East Ayrshire Council programme, however, the Operations Manager would investigate and calculate a figure for submission for the next round of funding to South Ayrshire Council.

In relation to a query about flooding at a culvert in the Shortlees area of Kilmarnock, the Operations Manager advised of a forthcoming meeting with Scottish Water to investigate the issues prior to undertaking carriageway resurfacing. He would be in a position to update the Member thereafter.

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

**Decided:** to note the Ayrshire Roads Alliance work progress for 2019/20.

### **4. Update on Performance Scorecard.**

There was submitted a report ([issued](#)) of 12 August 2019 by the Head of Roads, Ayrshire Roads Alliance, advising of the progress made to date against the Performance Scorecard.

Various questions were asked by Members and answers provided by Officers in relation to:-

- parking appeals and it was noted that low numbers were involved. The appeals process was outlined; and
- unlawful parking in disabled bays and what could be done to prevent this and the Head of Roads commented that he would investigate ideas further in this regard.

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

**Decided:**

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

**5. Winter Service Review.**

There was submitted a report ([issued](#)) of 18 August 2019 by the Head of Roads, Ayrshire Roads Alliance advising of the progress being made with the winter review and confirming that the proposed routes would remain unaltered for the winter of 2019/20.

A discussion took place and officers commented in relation to:- the use of and types of de-icing materials for overnight treatments; rest period costs; the number of operatives; the use of contractors and the vehicle contract; the use of 'Alexa'; and the process for tackling water discharge onto roads and contacting landowners in this regard.

The Operations Manager commented on a forthcoming review of the grit bin policy.

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

**Decided:**

- (1) to note the Ayrshire Roads Alliance progress of the winter review; and
- (2) to note the continuation of the winter service as per 2018/19.

**6. Revenue Financial Monitoring.**

There was submitted a report ([issued](#)) of August 2019 by the Depute Chief Executive and Chief Financial Officer Economy and Skills outlining the revenue budget monitoring position for the year to 21 July 2019 for the Ayrshire Roads Alliance.

A question was asked in relation to additional computing costs amounting to £47,000 as detailed in Appendix 2 of the report and the Head of Roads confirmed that this was a one-off cost to support flexible ways of working instead of fixed standalone PCs.

A discussion took place in relation to timber transport bids and it was noted that the Operations Manager was successful in obtaining funds each year from this funding body.

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

**Decided:**

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

**7. Proposed Response to the Rural Economy and Connectivity Committee on the Pre-Budget/Financial Scrutiny on Roads Maintenance in Scotland.**

There was submitted a report ([issued](#)) of 9 August 2019 by the Head of Roads, Ayrshire Roads Alliance advising of the proposed response to the Rural Economy and Connectivity Committee on the pre-budget / financial scrutiny on roads maintenance in Scotland.

The Head of Roads referred to the response attached as an appendix to the report and sought feedback from Members on the answers to the four questions which had been asked.

Thereon, Members provided feedback as follows:-

Question 2 – comments were made in relation to funding issues and proactive and reactive maintenance. It was pointed out that there was more to the maintenance of a road than its surface i.e. associated costs with litter picking and grass cutting for example. The Head of Roads commented on environmental legislation which stated that the responsibility for these tasks lay with local authorities even when Transerv were responsible for the road. It was noted that it was worth highlighting this point within the response as it should be addressed.

Question 4 – no comment had been included within the response on the split between Transport Scotland and local authorities as this aspect was addressed in another review, however, it was noted that a comment would now be added to this response to that effect.

A discussion took place in relation to whether white lining could be used on dark roads with no lighting and the Head of Roads advised that he would investigate this idea further for specific locations as it would be too costly to white line all roads.

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

**Decided:**

- (1) to instruct the Head of Roads to continue engagement on this matter; and
- (2) to instruct the Head of Roads to make a formal response, as detailed in Appendix 1 of the report and including additional points made at this meeting, to the Rural Economy and Connectivity Committee by 6 September 2019.

**8. Non-Residential Road Bonds.**

There was submitted a report ([issued](#)) of 16 August 2019 by the Head of Roads, Ayrshire Roads Alliance updating the Joint Committee on road bonds and other financial guarantees held by the Ayrshire Roads Alliance other than road bonds provided by in relation to roads construction consents.

A question was asked in relation to the Greenburn Open Cast and the Head of Roads advised of a forthcoming meeting with Kier Mining and East Ayrshire Council in this regard. He would advise the Member of the outcome thereafter.

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

**Decided:** to note the position with respect to road bonds provided under Section 96 of the Roads (Scotland) Act 1984.

**9. National Training Collaboration.**

There was submitted a report ([issued](#)) of 18 August 2019 by the Head of Roads, Ayrshire Roads Alliance advising of the National Training Collaboration for Roads Authorities in Scotland which was being developed in partnership between the Improvement Service on behalf of all Scottish Roads Authorities and the Ayrshire Roads Alliance who would take the role of Managing Authority for this work.

Following implementation of this approach, a request for feedback at the end of the year was made. In respect of the existing software licence, a question was raised by a Member of the Joint Committee. It was noted that the module was incorporated within the existing licence.

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

**Decided:** to note that the Ayrshire Roads Alliance would be the Managing Authority for this work with a proposed commencement date of the partnership being 1 April 2020.

**Councillors Cook, Reid and Roberts left the meeting during consideration of the above item.**

**10. National Transport Strategy.**

There was submitted a report ([issued](#)) of 5 August 2019 by the Head of Roads, Ayrshire Roads Alliance advising the Joint Committee of the recently published National Transport Strategy.

A discussion took place in relation to:- the need to improve public transport in rural areas; co-ordination of bus and train times; the current appraisal work on the A77 South of Ayr to support improvements such as safe overtaking places; infrastructure to promote electric vehicles and charging bays; the ability to expand cycle lanes; the impact of the Ayrshire Growth Deal; bus service provision and Council run bus services; and various roundabout improvements. The Head of Roads advised of a forthcoming meeting to discuss the response to the Strategy which would cover such issues.

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

**Decided:** to instruct the Head of Roads

- (1) to continue engagement with Transport Scotland on this matter; and
- (2) to make a formal response on the National Transport Strategy prior to the deadline of 23 October 2019.

**11. Risk Report and Register.**

There was submitted a report ([issued](#)) of 8 August 2019 by the Head of Roads, Ayrshire Roads Alliance advising the Joint Committee of the management of risk associated with the Ayrshire Roads Alliance.

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

**Decided:**

- (1) to note the risk register presented with the report; and
- (2) to continue to receive updates on progress.

The meeting ended at 11.55 a.m.