

**Ayrshire Shared Services Joint Committee
10 November 2016**

May 2012 - April 2017

IRVINE, 10 November 2016 - At a Meeting of the Ayrshire Shared Services Joint Committee at 2.00 p.m.

Present

Councillors Joe Cullinane, Willie Gibson and Donald Reid (North Ayrshire Council); Douglas Reid, Tom Cook, Maureen McKay and Bobby McDill (East Ayrshire Council) and Alec Clark, Peter Convery, John McDowall and Nan McFarlane (South Ayrshire Council).

In Attendance

A. Fraser, Head of Democratic Services (North Ayrshire Council); 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); C. McAleavey, Deputy Chief Executive (Safer Communities) and P. Whip, Group Finance Manager (East Ayrshire Council); S. Turner, Head of Roads and S. McCafferty, Network Manager (Ayrshire Roads Alliance); and M. Anderson, Committee Services Team Leader (North Ayrshire Council).

Chair

Councillor Cullinane (Agenda Items 1-4) and Councillor McDowall (remainder of the Agenda).

1. Apologies

The Chair invited intimation of apologies for absence.

2. Minutes of Previous Meeting

The accuracy of the Minutes of the previous meeting held on 17 June 2016, was confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Matters Arising

3.1 Appointment of a Chair for Items Relating to Ayrshire Roads Alliance (RA)

Submitted report by the Head of Democratic Services (North Ayrshire Council) on the rotation of the Chair in meetings where the business to be transacted involves only two authorities, and ancillary matters.

The Committee's Standing Orders allow for the appointment of a Chair by rotation for those items of business which only involves two authorities. Accordingly, the report invited Members to appoint a Chair for Ayrshire Roads Alliance items on an 18-month rotation basis, as set out at Section 3.2, and, thereafter, for East or South Ayrshire Council Members to appoint their Chair at the appropriate time.

The report further recommended that administrative support for each meeting be undertaken by the Council from which the whole Committee Chair is drawn, namely North Ayrshire Council for the period from September 2016 to August 2017. However, it was proposed that, for any meetings involving solely ARA business, then administration would be provided by the Council chairing the meeting, thus allowing ARA meetings to take place in South or East Ayrshire to minimise the need for travel, and avoiding North Ayrshire Council officer attendance during consideration of exempt ARA business. Finally, it was proposed that approval of a Minute should be sought at the next meeting at which the same Councils were represented.

Members asked questions and received clarification that meetings for ARA business would approve the previous Minute only insofar as it related to ARA business. Members also sought, and received, an assurance that draft Minutes would be circulated as soon as possible after each meeting, for Members' information.

Thereafter, Councillor Convery, seconded by Councillor Clark, moved that Councillor McDowall be appointed as Chair for ARA business for the period until February 2017. There being no amendment, the motion was declared carried.

Accordingly, the Committee agreed:-

- (a) that Councillor McDowall serve as Chair for ARA business for the period until February 2017;
- (b) to note that nominations for the appointment of a Chair for ARA business thereafter, in terms of Section 3.2 of the report, would be the subject of consideration at a future meeting;
- (c) that the accuracy of Minutes of meetings will be approved at the next meeting of the Committee comprising the same Councils; and
- (d) that the administrative support for meetings where the business solely relates to two Councils would be provided by the Council which chairs that meeting.

AYRSHIRE CIVIL CONTINGENCIES TEAM (ACCT)

4. Ayrshire Civil Contingencies Team

Submitted report by Head of Property and Risk (South Ayrshire Council) on progress made against the 2016/17 Ayrshire Civil Contingencies Team Work Plan. Appendix 1 to the report set out the current work plan for 2016-17 and highlights in terms of recent work activity were set out at Section 4 of the report.

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

- reassurances provided in connection with a previously reported crack in the reactor core at Hunterston B;
- whether there had been any ACCT involvement in responding to a recent serious bus crash on the A76;
- the ACCT's involvement in contingency planning for the three Integration Joint Boards;
- the approach to raising community resilience, including work with community councils and other community groups, particularly in isolated and rural areas;
- the valued role of the ACCT in supporting the Scottish International Air Show;
- 'off site' planning arrangements in respect of Hunterston B power station and whether such plans were publicly accessible on all three Council websites; and
- arrangements in respect of the rail transportation of spent nuclear fuel.

The Committee agreed:-

- (a) to approve the progress made against the current work plan for 2016/17;
- (b) note recent highlights, as outlined at Section 4 of the report; and
- (c) that the ACCT team ensure that a link to the Hunterston B power station 'off site' plan is also available on East and South Ayrshire Councils' websites.

5. Rotation of Chair

Councillor Cullinane withdrew from the Chair at this point, to allow Councillor McDowall to chair the meeting for the remaining items of ARA business.

Councillors Cullinane, Gibson and Reid left the meeting at this point.

AYRSHIRE ROADS ALLIANCE (ARA)

6. Maintaining Scotland's Roads

Submitted report by the Head of Roads, Ayrshire Roads Alliance on the Audit Scotland report, "Maintaining Scotland's Roads", published on 4 August 2016. The published report was attached as an appendix, together with extracts which made reference to the ARA.

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

- Exhibit 9 of the report, which compared Councils' roads maintenance spending with that necessary to maintain their road condition in 2014/15;
- the desirability of North Ayrshire Council joining the ARA at this stage and the appropriate mechanism for progressing consideration of this;
- the level of improvement set out at paragraph 7 of the covering report;
- how surface dressing is used by the ARA and whether it delivered value for money in the longer term;
- confidence regarding winter resilience preparations; and
- the positioning of the three Ayrshire Councils on Exhibit 3 of the report and the length of their respective road networks.

The meeting stood adjourned at 3.00 p.m. for a period of 15 minutes to allow officer advice to be sought. Thereafter, the meeting reconvened with the same Members and officers present.

The Committee agreed:-

- (a) to note the content of the "Maintaining Scotland's Roads" report;
- (b) having considered the Audit Scotland report and acknowledging the benefits of the ARA to East and South Ayrshire Councils and the recommendations of the Audit Scotland report in respect of shared services approaches, to request that East and South Ayrshire Councils consider requesting North Ayrshire Council to open discussions at officer level regarding the potential future involvement of North Ayrshire Council in the Alliance; and
- (c) that a further and more detailed report be submitted to a future meeting on the specific actions against the Ayrshire Roads Alliance.

7. Winter Service

Submitted report by the Head of Roads, Ayrshire Roads Alliance, on the unified Winter Operations delivered over 2015/16 and the proposals for 2016/17.

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

- the social media and other mechanisms used to highlight winter resilience and the importance of preparing for winter weather;
- the extent to which the programme is adapted to the needs of different geographical locations;
- the important work done by operatives in delivering the winter operations programme;
- whether there had been any changes in terms of staffing and hours which might impact on the delivery of the winter service; and
- the business case for the introduction of a 'dome' salt storage facility for Girvan.

The Committee agreed:-

- (a) to approve the proposals for maintaining the winter service across the ARA, as set out at Section 4 of the report; and
- (b) to note an invitation to Members to observe the monitoring and control systems used in connection with the delivery of the winter service.

8. Roadworks Programme

Submitted report by the Head of Roads, Ayrshire Roads Alliance on progress made with the road improvement programmes within East Ayrshire and South Ayrshire for financial year 2016-2017. Appendices 1 and 2 to the report set out the ARA Programmes for 2016/17 for South and East Ayrshire Councils, respectively.

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

- changes to the level of financial provision for South Ayrshire Council's roadworks programme;
- the current position in terms of a number of projects within the East Ayrshire programme described as "to be designed";
- the matrix used to prioritise and programme roadworks;
- any action which might be taken to address delays in respect of the U26 West Clerkland Bridge replacement project (East Ayrshire);

- the timescale for commencing the Todd Street Bridge, Girvan project (South Ayrshire); and
- the financial period covered by the covering report.

The Committee agreed:-

- to note the ARA works progress, as set out in Appendices 1 and 2 to the report;
- that officers be requested to (i) provide Members information on action to address delays in respect of the U26 Clerkland Bridge replacement project and the timescale for commencing the Todd Street Bridge, Girvan project and (ii) include budget information in future reports.

9. Finance Review

Submitted report by the Depute Chief Executive and Chief Financial Officer, Economy and Skills, on the revenue budget monitoring position for the year to 24 July 2016, for the Ayrshire Roads Alliance. Appendix 1 to the report provided information on the split between strategic and local service delivery. Appendix 2 set out the Financial Performance Summary in respect of the 2016/17 General Services Revenue Budget at 24 July 2016 (Period 4).

The Group Finance Manager (East Ayrshire Council) provided a short, verbal update on the information contained in the report, advising that an updated report would be submitted to the next meeting.

Members asked questions, and received information and clarification, on the more favourable current position in terms of the variance report at section 6 of the report.

The Committee agreed:-

- to note the financial management position of the ARA, as set out in the report; and
- to request a further financial update at the next meeting of the Committee.

10. Risk Report and Register

Submitted report by the Head of Roads, Ayrshire Roads Alliance, on the management of risk associated with the Ayrshire Roads Alliance. Appendix 1 to the report provided the Risk Register Scoring Matrix. Appendix 2 set out the Ayrshire Roads Alliance Risk Register.

The Committee agreed:

- to note the revised risk register set out at Appendix 2 to the report; and
- to receive updates on progress at future meetings.

11. Service Plan Update

Submitted report by the Head of Roads, Ayrshire Roads Alliance, on progress made to date against the 2016/17 Ayrshire Roads Alliance Service Plan. Appendix 1 to the report set out the Ayrshire Roads Alliance Improvement Action Plan 2016/17.

Members asked questions, and received information and clarification, on the timescale for a report on detailed recommendations arising from the improvement plan.

The Committee agreed:-

- (a) to note progress against the 2016/17 Service Plan as presented in the report; and
- (b) to receive progress updates at future meetings.

12. Performance Report

Submitted report by the Head of Roads, Ayrshire Roads Alliance, on progress made to date against the Performance Scorecard, which was attached at Appendix 1.

The Committee agreed:-

- (a) to note the performance scorecard metrics presented in the report; and
- (b) to continue to receive performance scorecard updates at future meetings.

The Meeting ended at 3.45 p.m.

Signed . _____

Date _____