

AYRSHIRE SHARED SERVICES JOINT COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 1 DECEMBER 2023 AT 1000 HOURS IN THE ROBERT BURNS ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

MEMBERS PARTICIPATING: Councillors Douglas Reid, Barry Douglas and Jim McMahon (all East Ayrshire Council); Councillors Bob Pollock and Philip Saxton (both South Ayrshire Council); and Councillor Marie Burns, (North Ayrshire Council).

ALSO PARTICIPATING: Kevin Braidwood, Head of Roads; Craig Knappe, Strategic Manager: Roads; and Theresa Mackin, Business Support Manager (all Ayrshire Roads Alliance); Carol Boyd, Service Lead - Risk and Safety; and Monica Orr, Civil Contingencies Officer (both Ayrshire Civil Contingencies Team); and Paul Whip, Group Finance Manager (East Ayrshire Council).

ATTENDING: Stuart Nelson, Democratic Services Officer (East Ayrshire Council).

APOLOGIES: Councillor Neil Watts (East Ayrshire Council); and Councillors Alec Clark and Craig Mackay (both South Ayrshire Council).

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

DECLARATIONS OF INTEREST

1. No declarations of interest were intimated by the Elected Members participating in relation to the undernoted items of business on the Agenda.

MINUTES OF MEETINGS HELD ON 9 JUNE 2023 AND 1 SEPTEMBER 2023

2. There were submitted and approved as a correct records, the Minutes of the meetings of the Ayrshire Shared Services Joint Committee held on 9 June 2023 and 1 September 2023 (both circulated), with no matters arising.

MEETINGS SCHEDULE FOR 2024

3. Noted the schedule of meetings for the Joint Committee during 2024, viz:-
 - Friday 1 March 2024, 1000 hrs, Council Chambers, EAC
 - Friday 7 June 2024, 1000 hrs, SAC venue TBC
 - Friday 6 September 2024, 1000 hrs, SAC venue TBC
 - Friday 6 December 2024, 1000 hrs, SAC venue TBC

AYRSHIRE CIVIL CONTINGENCIES

AYRSHIRE CIVIL CONTINGENCIES TEAM

4. There was submitted a report dated 31 October 2023 (circulated) by the Head of Legal and Regulatory Services, South Ayrshire Council, which advised the Joint Committee on proposals within the current Ayrshire Civil Contingencies Team (ACCT) Service Plan for 2024/2025, and noted work activity ongoing or achieved within 2023.

On the matter having been raised by Councillor Pollock, the Service Lead – Risk and Safety, confirmed ongoing considerations and preparatory work around implementation of aspects arising from the so called “Martyn’s Law”, including resource implications for Councils.

It was agreed:-

- (i) to approve the current Ayrshire Civil Contingencies Team (ACCT) Service Plan for 2024/2025, as set out at Appendix 1 of the report; and
- (ii) otherwise, to note the contents of the report and the further information provided verbally at the meeting, as noted above.

Councillor Marie Burns left the meeting at this point.

AYRSHIRE ROADS ALLIANCE

PRESENTATION ON DIGITALISATION OF THE TEMPORARY TRAFFIC REGULATION ORDERS PROCESS

- 5. The Joint Committee received a presentation from the Business Support Manager, Ayrshire Roads Alliance, on the finalised digitalised process for Temporary Traffic Regulation Orders, due to go live on 4 December 2023.

The Joint Committee very much welcomed the new process, particularly in respect of those aspects relating to Local Member notifications, public access to information and links to social media, all of which would be greatly enhanced; and noted that the Business Support Manager would look at the potential to link notifications generated by the process directly to Members' mobile phone app.

REVENUE FINANCIAL MONITORING REPORT

- 6. There was submitted a report (circulated) by the Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council, which updated the Joint Committee on the revenue budget monitoring position as at 30 September 2023, for the Ayrshire Roads Alliance.

On the matter having been raised by Councillor Pollock, the Head of Roads confirmed that it was intended that a report would be provided to South Ayrshire Council Cabinet shortly on the outcomes from the recent Camper Van parking trial initiative at Troon.

It was agreed:-

- (i) to note the financial management position of the Ayrshire Roads Alliance for 2023-24, as set out within the report;
- (ii) to request a further financial update at the next meeting of the Joint Committee; and
- (iii) otherwise, to note the contents of the report, and the further information provided verbally at the meeting as noted above.

PERFORMANCE SCORECARD

- 7. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance, which advised the Joint Committee regarding the progress made to date against the Performance Scorecard.

It was agreed:-

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

RISK REPORT AND REGISTER

8. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance, which advised the Joint Committee on the management of risk associated with the Ayrshire Roads Alliance.

On the matter having been raised by Councillor McMahon, the Head of Roads confirmed that it was intended that a report would be provided to early meetings of the Cabinets of both East and South Ayrshire Councils on a range of aspects relating to future EV charging point provision and operation within East and South Ayrshire Council areas, which would include considerations around provider and contractual arrangements and potential variations in same over the medium and longer terms, fair and consistent cost to users and resource implications including funding opportunities through the Scottish Government. In that regard, Members of the Joint Committee expressed support, in principle at least at this stage, to explore the potential for income generation for the two Councils, going forward.

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, and the further information provided verbally at the meeting, as noted above.

ROADWORKS PROGRAMME 2023/24

9. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance, which advised the Joint Committee on the progress of work through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2023 to 2024.

Arising from the report, and in response to questions from Councillors Reid, Saxton and McMahon, respectively, the Head of Roads and the Strategic Manager: Roads (i) advised of progress with regard to the continuing roll out of the programme for the installation of LED streetlighting lanterns within Kilmarnock; and with re-instatement of the power connection to a particular lighting column at Woodlands Grove, Kilmarnock (scheduled for completion by mid-December), which information would be fed back to Local Members; (ii) confirmed arrangements for maintenance of fleet and public EV charging stations, and aspects around enforcement of overstay at EV charging stations; and (iii) confirmed that they would feedback directly to Councillor McMahon following the meeting with regard to timescales for removal of barriers at Castle Brae, Sorn.

It was agreed:-

- (i) to note, the Ayrshire Roads Alliance programmed works 2023/24; and
- (ii) otherwise, to note the contents of the report, and the further information provided verbally at the meeting, as noted above.

AYRSHIRE ROADS ALLIANCE IMPROVEMENT ACTION PLAN

10. There was submitted a report dated 19 November 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance, which advised the Joint Committee on the management of the Improvement Action Plan by the Ayrshire Roads Alliance.

In this connection, the Head of Roads also advised that it was intended that Road Asset Proposals for 2024/25 would be presented to East Ayrshire Council and South Ayrshire Council Cabinets in February; that, with effect from 3 January 2024, taxi licencing inspections for South Ayrshire Council would be undertaken by Ayrshire Roads Alliance at the fleet services depot at Crookedholm; and that a report would be presented to the Cabinets of both Councils shortly with regard to enforcement of bans on pavement parking as provided for within the Transport (Scotland) Act 2019, which will come into effect on 11 December 2023.

It was agreed:-

- (i) to note the Improvement Action Plan presented in the report;
- (ii) to note the Improvement Action Plan presented in the report for Fleet Management (East Ayrshire only);
- (iii) to continue to receive updates on progress; and
- (iv) otherwise, to note the contents of the report, and the further information provided verbally at the meeting as noted above.

APSE CUSTOMER SATISFACTION SURVEY

11. There was submitted a report dated 19 November 2023 (circulated) by the Head of Roads: Ayrshire Roads Alliance, which sought approval from the Joint Committee for the introduction of the APSE Customer Satisfaction Survey.

It was agreed:-

- (i) to approve the survey questions presented at Appendix 1 of the report;
- (ii) to continue to receive updates on progress; and
- (iii) otherwise, to note the contents of the report.

AOCB

11. The Chair and Councillor McMahon made reference to the forthcoming retirement of Stuart Nelson, Democratic Services Officer with East Ayrshire Council, and congratulated Kevin Braidwood, Head of Roads, on his recent appointment to the post of Director of Housing, Operations and Development with South Ayrshire Council; and took the opportunity to thank both for their service to East Ayrshire Council and to wish them well for the future.

The meeting terminated at 1059 hours.

PLEASE NOTE THAT THE MINUTE REQUIRES TO BE APPROVED AS A CORRECT RECORD AT THE MEETING OF THE AYRSHIRE SHARED SERVICES JOINT COMMITTEE MEETING ON 7 JUNE 2024 AND MAY BE AMENDED

AYRSHIRE SHARED SERVICES JOINT COMMITTEE

MINUTES OF MEETING HELD ON FRIDAY 1 MARCH 2024 AT 1001 HOURS IN THE COUNCIL CHAMBERS, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK AND BY VIDEO CONFERENCE

MEMBERS PARTICIPATING: Councillors Douglas Reid, Barry Douglas and Neil Watts (all East Ayrshire Council); and Councillors Alec Clark, Bob Pollock, Craig Mackay and Philip Saxton (all South Ayrshire Council).

ALSO PARTICIPATING: Richard Grieveson, Depute Chief Executive; and Paul Whip, Group Finance Manager, both East Ayrshire Council; Craig Knape, Strategic Manager: Roads, Ayrshire Roads Alliance; and Kevin Braidwood, Director of Housing, Operations and Development, South Ayrshire Council.

ATTENDING: Lynn Young and Aileen Anderson, Democratic Services Officers (both East Ayrshire Council).

APOLOGIES: Councillor Jim McMahon, East Ayrshire Council.

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

DECLARATIONS OF INTEREST

1. No declarations of interest were intimated by the Elected Members participating in relation to the undernoted items of business on the Agenda.

REVENUE FINANCIAL MONITORING REPORT

2. There was submitted a report (circulated) by the Chief Financial Officer and Head of Finance and ICT, East Ayrshire Council which updated the Joint Committee on the revenue budget monitoring position as at 31 December 2023, for the Ayrshire Roads Alliance.

It was agreed:-

- (i) to note the financial management position of the Ayrshire Roads Alliance for 2023-24;
- (ii) to request a further financial update at the next meeting of the Joint Committee; and
- (iii) otherwise, to note the contents of the report.

PERFORMANCE SCORECARD

3. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee regarding the progress made to date against the Performance Scorecard.

It was agreed:-

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

RISK REPORT AND REGISTER

4. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the management of risk associated with the Ayrshire Roads Alliance.

On the matter having been raised by Councillor Pollock, it was confirmed that Risk 63, Transport would be reviewed to reflect that the UK had now left the European Union.

It was agreed:-

- (i) to note the risk register presented in this report;
- (ii) to continue to receive updates on progress; and
- (iii) otherwise, to note the contents of the report.

ROADWORKS PROGRAMME 2023/24

5. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the progress of work through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2023 to 2024.

Arising from the report, and in response to questions from Councillors Reid, Douglas, Pollock and Saxton it was noted (i) that the Depute Chief Executive would continue with the review of parking around Rugby Park, Kilmarnock with a report to be considered by Cabinet in April; (ii) that the Strategic Manager: Roads would arrange a walk about with Councillor Douglas in respect of the issues raised at Turner Place, Greenan Road and Samson Avenue/Linfern Avenue, Kilmarnock; (iii) anticipated roadworks scheduled for Troon would be completed by June 2024; (iv) the evaluation of the Beat the Streets Initiative would commence following 6 months of the programme; (v) sheet piling works at Girvan Harbour had been based on a Consultants Report; and (vi) local members would continue to be informed on the parking issues at Whatriggs Road, Kilmarnock.

It was agreed:-

- (i) to note, the Ayrshire Roads Alliance programmed works 2023/24; and
- (ii) otherwise, to note the contents of the report.

AYRSHIRE ROADS ALLIANCE IMPROVEMENT ACTION PLAN

6. There was submitted a report dated 19 February 2024 (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee on the management of the Improvement Action Plan by the Ayrshire Roads Alliance.

It was agreed:-

- (i) to Note the Improvement Action Plan presented in the report;
- (ii) to note the Improvement Action Plan presented in the report for Fleet Management East Ayrshire Only;
- (iii) to continue to receive updates on progress; and
- (iv) otherwise, to note the contents of the report.

AYRSHIRE ROADS ALLIANCE ROADWORKER TRAINING SCHEME

7. There was submitted a report (circulated) by the Head of Roads: Ayrshire Roads Alliance which advised the Joint Committee that the Head of Ayrshire Roads Alliance had approval to introduce a training programme under Ayrshire Roads Alliance workforce planning for roadworkers.

It was agreed:-

- (i) to note the introduction of the training programme at Appendix 1 of the report;
and
- (ii) otherwise, to note the contents of the report.

The meeting terminated at 1043 hours.