

## AYRSHIRE SHARED SERVICES JOINT COMMITTEE

Minutes of Hybrid Meeting held on 6 December 2024 at 10.00 a.m.

Present  
in County  
Buildings:

Councillors Alec Clark and Philip Saxton (South Ayrshire Council).

Present  
Remotely:

Councillors Clare Maitland and Neill Watts (East Ayrshire Council) and  
Councillors Marie Burns and Cameron Inglis (North Ayrshire Council).

Apologies:

Councillors Bob Pollock and Craig Mackay (South Ayrshire Council),  
Councillors Barry Douglas, Jim McMahon and Douglas Reid (East Ayrshire  
Council), Councillors Joe Cullinane and Scott Davidson (North Ayrshire  
Council).

Attending  
in County  
Buildings:

L. Jeffery, Civil Contingencies Co-Ordinator (South Ayrshire Council); J.  
Corrie, Head of Roads - Ayrshire Roads Alliance; T. Mackin, Strategic  
Manager – Ayrshire Roads Alliance; and K. Hancox, Committee Services  
Officer (South Ayrshire Council).

Attending  
Remotely:

J. McLachlan, Chief Financial Officer and Head of Finance and ICT (East  
Ayrshire Council).

It was advised that in the absence of Councillor Bob Pollock, Councillor Alec Clark  
would chair this meeting.

### 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. **Proposed Schedule of Meeting Dates for 2025**

The [Proposed Schedule of Meetings Dates for 2025](#) (issued) was submitted and  
approved.

### 3. **Minutes of Previous Meetings**

The Minutes of [7 June 2024 and 24 September 2024](#) (issued) were submitted and  
approved.

#### **4. Ayrshire Civil Contingencies Team**

There was submitted a [report](#) (issued) of 27 November 2024 by the Chief Governance Officer advising the Joint Committee on the progress made against the current Ayrshire Civil Contingencies Team (ACCT) Service Plan for 2024/2025 (Appendix 1) and to provide a revised Service Plan for 2025/26 (Appendix 2).

Following a question from a Member regarding his concern surrounding planning for a Power Resilience Emergency, the Civil Contingencies Co-ordinator advised that work had been ongoing for each of the three local authorities.

The Joint Committee

**Decided:** to approve the progress made against the work plan for 2024/2025 and to accept the new Service Plan for the following years. Highlights were summarised in the following paragraphs and outlined in greater detail at Appendix 1.

Councillors Marie Burns and Cameron Inglis left the meeting at this point.

#### **5. Ayrshire Roads Alliance – Revenue Financial Monitoring Report**

There was submitted a [report](#) (issued) of December 2024 by the Chief Financial Officer and Head of Finance & ICT updating the Joint Committee on the revenue budget monitoring position as at 30 September 2024, for the Ayrshire Roads Alliance.

The Joint Committee

**Decided:**

- (1) to note the financial management position of the Ayrshire Roads Alliance for 2024-25;
- (2) to request a further financial update at the next meeting of the Joint Committee; and
- (3) to otherwise note the contents of the report.

#### **6. Ayrshire Roads Alliance – Performance Scorecard**

There was submitted a [report](#) (issued) of December 2024 by the Head of Roads - Ayrshire Roads Alliance advising on the progress made to date against the Performance Scorecard.

The Strategic Manager – Ayrshire Roads Alliance (ARA) advised the Joint Committee that Ayrshire Roads Alliance had received awards in two categories at the Association for Public Service Excellence (APSE), namely Street Lighting – East Ayrshire Council: Most Improved Performer and Roads, Highways and Winter Maintenance – South Ayrshire Council: Best Performer.

A Member of the Committee requested information regarding the number of General Bridge Inspections and why the target had not been met for East Ayrshire, the Strategic

Manager – ARA advised that there had been a long-term absence by the Clerk of Works which had impacted this, however the role had since been filled and work was ongoing to rectify the backlog.

Having heard a Member enquire about the staff quota at Ayrshire Roads Alliance, the Strategic Manager – ARA confirmed that there had been vacancies open which were advertised including Modern Apprenticeships which had received a high volume of applicants; and that it had been hoped all vacancies would soon be filled.

The Joint Committee

**Decided:**

- (1) to note the performance scorecard presented in the report;
- (2) to continue to receive the performance scorecard updates; and
- (3) to otherwise note the contents of the report.

**7. Ayrshire Roads Alliance – Risk Report and Register**

There was submitted a [report](#) (issued) of December 2024 by the Head of Roads - Ayrshire Roads Alliance advising on the management of risk associated with the Ayrshire Roads Alliance.

Following discussion regarding the cost of materials for resurfacing roads, the Head of Roads – ARA advised that the roads affected by the delayed resurfacing work would be regularly inspected to ensure no serious safety defects occurred. It was further noted that the cost of materials had been monitored to identify if there had been any changes.

A Member of the Panel stated it would be beneficial for the Ayrshire Roads Alliance telephone number for reporting faults to be better advertised, the Head of Roads – ARA advised that they would consider the use of signs and social media to inform the public.

The Joint Committee

**Decided:**

- (1) to note the risk register presented in the report;
- (2) to continue to receive updates on progress; and
- (3) to otherwise note the contents of the report.

**8. Ayrshire Roads Alliance – Roadworks Programme 2024/25**

There was submitted a [report](#) (issued) of December 2024 by the Head of Ayrshire Roads Alliance advising on the progress of work through the roads improvement programmes within East Ayrshire and South Ayrshire for financial year 2024 to 2025.

Comments and questions from Members included:

- (1) highlighting concerns in relation to the Girvan Harbour dredging and the impact of this on the Royal National Lifeboat Institution;
- (2) an update on Pavement Parking and how this would be monitored, the Head of Roads – ARA advised that assessments were complete for East Ayrshire and were nearing completion for South Ayrshire; and that how to monitor pavement parking was under review;
- (3) clarification on Active Travel Funding and the timescale to spend funds received, the Head of Roads – ARA advised that the funding had to be requested in January and if successful, it would be received by March and required to be spent by March the following year; and
- (4) that it had been good to see 97% of scheduled work completed and thanks were given to ARA team.

The Joint Committee

**Decided:**

- (1) to note the Ayrshire Roads Alliance programmed works 2024/25; and
- (2) to otherwise note the contents of the report.

**9. Ayrshire Roads Alliance – Roadworks Programme 2024/25**

There was submitted a [report](#) (issued) of December 2024 by the Head of Roads - Ayrshire Roads Alliance advising on the management of the Improvement Action Plan by the Ayrshire Roads Alliance.

A Member of the Committee requested information in relation to the Girvan Flood Scheme which had not proceeded due to no available funding, the Head of Roads – ARA advised that this would be investigated and reported back.

Having heard a Member of the Committee seek information on the timescale for a report to be provided regarding the Prestwick Flood Study, the Head of Roads – ARA advised that this would also be investigated and reported back.

The Joint Committee

**Decided:**

- (1) to note the Improvement Action Plan presented in the report;
- (2) to note the Improvement Action Plan presented in the for Fleet Management East Ayrshire Only;
- (3) to continue to receive updates on progress; and
- (4) to otherwise note the content of the report.

The meeting ended at 10.40 a.m.