

## **CONTRACT SERVICES POLICY BOARD**

At a meeting of the Contract Services Policy Board held within the Council Chambers, Council Offices, Rosebery Place, Clydebank on Wednesday, 29th September, 1999.

**Present:** Councillors Duncan McDonald (LAB), Andrew White (LAB), Daniel McCafferty (LAB)\*, John Syme (LAB), Anthony Devine (LAB), Linda McColl (LAB), James Bolland (IND), Craig McLaughlin (SNP), Ronald McColl (SNP), Margaret McGregor (SNP)\* and Connie O'Sullivan (LAB)\*.

**Attending:** Stephen Brown, Manager - Legal and Administrative Services; Allan Findlay, Director of Contract Services; Kenneth Sharp, Manager of Support Services, Contract Services; Alan Summers, Manager of Construction Operations, Contract Services; David McMillan, Manager of Commercial Operations, Contract Services and James Logan, Finance Manager, Contract Services.

**Apology for Absence:** An apology for absence was intimated on behalf of Councillor John Syme (LAB).

\* Attended later in meeting.

**Councillor Duncan McDonald in the Chair**

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Contract Services Policy Board held on 23rd June 1999 were submitted and noted.

### **1999/2000 BUDGETS**

There was submitted a report by the Director of Contract Services presenting a budget for the current financial year covering all statutory services provided by Contract Services.

The Policy Board agreed to note the contents of the report.

### **FINANCIAL PERFORMANCE - 1999/2000 TO PERIOD 4**

There was submitted a report by the Director of Contract Services presenting the interim financial information for the three months to 30 June 1999 and four months to 31 July 1999.

The Policy Board agreed to note the contents of the report.

### **LABOUR EMPLOYED WITHIN CONTRACT SERVICES**

There was submitted a report by the Director of Contract Services updating the position on labour employed within Contract Services as at September 1999.

Following discussion and having heard the Director of Contract Services in elaboration and in answer to Members' questions, the Policy Board agreed to note the contents of the report, subject to the following amendment:-

With regard to the Permanent Establishment of Catering Assistants, it was noted that this figure should read "270" and not "275" as stated therein.

### **ABSENCE STATISTICS**

There was submitted a report by the Director of Contract Services presenting absence statistics for Contract Services in respect of the period January to August 1999.

Following discussion and having heard the Director of Contract Services in answer to Members' questions, the Policy Board agreed to note the contents of the report.

### **PROVISION OF CLEANING SERVICES TO STRATHCLYDE POLICE**

There was submitted a report by the Director of Contract Services advising of progress relating to the proposal by Strathclyde Police to subject Building Cleaning Services to competitive tendering.

The Policy Board agreed to note the contents of the report.

### **BURIAL GROUNDS**

There was submitted a report by the Director of Contract Services advising of progress in relation to the revised Burial Procedures following the Contract Services Policy Board meeting of 24 March 1999.

The Policy Board agreed to note the contents of the report.

## **GROUNDS MAINTENANCE SERVICE LEVEL AGREEMENT 1999 - 2004**

There was submitted a report by the Director of Contract Services advising of the completed Best Value Service Review relating to the Grounds Maintenance Service.

Following discussion and having heard the Director of Contract Services in elaboration, it was agreed:-

- (a) that the contents of the report be noted; and
- (b) that the appreciation of the Policy Board be extended to the officers involved in this matter.

Councillor Bollan requested that his dissent be recorded.

## **SERVICE ENHANCEMENTS - PROGRESS REPORT**

There was submitted a report by the Director of Contract Services advising of progress in implementing the Service Enhancements within Contract Services as approved by Council on 4 March 1999.

Following discussion and having heard the Director of Contract Services and Manager of Commercial Operations in elaboration and in answer to Members' questions, Councillor Ronald McColl, seconded by Councillor McLaughlin, moved that the employees of the Street Cleaning 'Hit Squad' be made permanent. As an amendment, Councillor White, seconded by Councillor Devine, moved that the contents of the report be noted meantime and that a further report on the matter would be submitted to the next meeting of the Policy Board.

On a vote being taken, six Members voted for the amendment and four Members voted for the motion. The amendment was accordingly declared carried.

## **IMPLEMENTATION OF AVERAGE EARNINGS TO PERMANENT TERM-TIME CATERING ASSISTANTS**

There was submitted a report by the Director of Contract Services seeking approval to implement 'Average Earnings' to permanent Term-Time Catering Assistants.

The Policy Board agreed:-

- (a) to approve, in principle, the implementation of 'average pay' for Term-Time Catering Assistants subject to appropriate consultation with employees, Director of Finance, Legal & Administrative Services and Personnel & Training Services; and
- (b) to approve the implementation date of 1st November, 1999 in relation thereto.

### **CATERING MANAGER - CRAFT TRAINER AWARDS**

There was submitted a report by the Director of Contract Services advising of the successful training recently undertaken by twenty one Catering Managers employed by Contract Services.

The Policy Board agreed to note the contents of the report.

### **PVCu WINDOW INSTALLATIONS**

There was submitted a report by the Director of Contract Services providing an update of the current situation with regard to the dispute concerning bonus targets for the installation of PVCu windows.

Having heard the Director of Contract Services, the Policy Board agreed to note the contents of the report.

### **YEAR 2000 - CONTRACT SERVICES' ROLE**

There was submitted a report by the Director of Contract Services advising of the involvement of Contract Services in the lead up to the Millennium.

The Policy Board agreed to note the contents of the report.

### **ADLO MILLENNIUM CHARTER**

There was submitted a letter received from the Scottish Secretary of ADLO regarding the launch of the Association of Direct Labour Organisations Millennium Charter which details the long term goals and objectives of ADLO under Best Value.

The Policy Board agreed to note the contents thereof.