

EAST AYRSHIRE COUNCIL**HOUSING COMMITTEE****MINUTES OF MEETING HELD ON WEDNESDAY 17 MARCH 2004 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Gordon Cree, Maureen McKay, Stephanie Young, Daniel Coffey, Willie Coffey, Douglas Reid, John Weir, Drew McIntyre, Isabella Macrae, John Knapp, Stuart Finlayson, Eric Jackson, George Smith, William Menzies, Neil McGhee, Eric Ross and Elaine Stewart.

ATTENDING: William Stafford, Director of Community Services; James Lavery, Director of Homes and Technical Services; John Walker, Head of Building and Works; Chris McAleavey, Head of Homes; David McLellan, Financial Services Manager; Alan Paterson, Principal Quantity Surveyor; Anna Gallagher, Solicitor/Team Leader; Julie Haig, Public Relations Assistant and Stuart Nelson, Administrative Officer.

APOLOGIES: Councillors Jimmy Kelly, John Campbell, Jim Raymond and Tommy Farrell.

CHAIR: Councillor Gordon Cree, Vice-Chair.

BUDGETARY REPORTS**1.1 HOMES AND TECHNICAL SERVICES - CENTRAL REPAIRS ACCOUNT TO 8 FEBRUARY 2004 (PERIOD 11)**

There was submitted and noted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for Homes and Technical Services - Central Repairs Account for the period ended 8 February 2004 (Period 11).

1.2 HOMES AND TECHNICAL SERVICES: PROPERTY TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted and noted a joint report dated 27 February 2004 (circulated) by the Director of Finance and Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for Homes and Technical Services - Property for the period ended 8 February 2004 (Period 11).

1.3 HOMES AND TECHNICAL SERVICES: TECHNICAL SERVICES TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for Homes and Technical Services - Technical Services for the year for the period ended 8 February 2004 (Period 11).

Councillor McIntyre seconded by Councillor Knapp moved that Members note the contents of the report.

Councillor W Coffey seconded by Councillor Reid moved as an amendment:-

- (i) that Members note the contents of the report; and
- (ii) that the Director of Homes and Technical Services submit a report to a future meeting to enable the Committee to consider (a) difficulties relating to the filling of vacancies within the Department, as suggested by anticipated underspends for the current year in respect of employee costs under a number of budget headings and identified in certain of the financial monitoring reports submitted to this meeting; and (b) the means by which such difficulties might be addressed.

On a division by a show of hands the motion was carried by 12 votes to 4.

Councillor Weir joined the meeting at this point.

1.4 HOUSING REVENUE ACCOUNT TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for the Housing Revenue Account for the period ended 8 February 2004 (Period 11).

Councillor Cree seconded by Councillor Knapp moved that Members note the contents of the report.

Councillor W Coffey seconded by Councillor D Coffey moved as an amendment:-

- (i) that Members note the contents of the report; and
- (ii) that the Director of Homes and Technical Services submit a report to a future meeting to enable the Committee to consider the position in relation to, and a response to issues arising from, the continuing reduction in the Council's housing stock numbers.

On a division by a show of hands the motion was carried by 12 votes to 5.

1.5 GENERAL FUND HOUSING TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted and noted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for the General Fund Housing for the period ended 8 February 2004 (Period 11).

1.6 SUPPORTING PEOPLE GRANT TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted and noted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for Homes and Technical Services - Supporting People Grant for the period ended 8 February 2004 (Period 11).

1.7 SUPPORTING PEOPLE ADMINISTRATION TO 8 FEBRUARY 2004 (PERIOD 11)

There was submitted and noted a joint report dated 27 February 2004 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position and the projected out-turn for the year for Homes and Technical Services - Supporting People Administration for the period ended 8 February 2004 (Period 11).

FINAL MEASUREMENTS ON CONTRACTS

2. There was submitted and noted a report dated 2 February 2004 (circulated) by the Director of Homes and Technical Services which informed on final measurements for contracts, as shown in Appendix I to these Minutes.

AWARDING OF CONTRACTS

3. There was submitted a report dated 20 February 2004 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which had been accepted, as shown in Appendix II to these Minutes.

HOUSING CAPITAL PROGRAMME 2003/04: MONITORING STATEMENT

4. There was submitted and noted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which advised of the current status of projects within the Housing Capital Programme 2003/04 and set out the current position in relation to financial monitoring and physical progress.

PROPOSED DEMOLITION OF LOCK-UPS IN THE BETTER NEIGHBOURHOOD PATHFINDER AREAS

5. There was submitted a report dated 1 March 2004 (circulated) by the Director of Homes and Technical Services which sought authority to demolish the lock-ups situated at Wallacehill Road and Montgomery Street, Kilmarnock.

It was agreed to authorise the demolition of the lock-ups at Wallacehill Road and Montgomery Street, Kilmarnock on the basis set out in the report and the cost to be met through BNSF.

**CARE AND REPAIR (DALMELLINGTON) PILOT PROJECT
(Item 5, Page 3173, 99/03)**

6. There was submitted a report dated 27 February 2004 (circulated) by the Director of Homes and Technical Services which provided an update on progress of the Pilot Care and Repair Scheme and sought approval of the funding proposals relating thereto.

It was agreed:-

- (i) to note the terms of the report;
- (ii) to approve the revenue funding proposals set out in the report;
- (iii) to approve the capital funding proposals set out in the report to be made available to the pilot project; and

- (iv) to note that a further report on progress would be submitted to a future meeting for consideration.

COMMON HOUSING REGISTER: UPDATE (Item 5, Page 3014, 99/03)

- 7. There was submitted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which informed of progress in developing a Common Housing Register (CHR) and of the Authority's successful bid for Scottish Executive funding of £100,000 for the years 2004-06.

It was agreed:-

- (i) to approve expenditure of £51,600 as detailed in Section 5 of the report;
- (ii) to note that regular update reports would be submitted to future meetings; and
- (iii) otherwise, to note the terms of the report.

FORMER TENANT ARREARS

- 8. There was submitted a report dated 1 March 2004 (circulated) by the Director of Homes and Technical Services which sought approval for the writing-off of those former tenant arrears accrued prior to 23 December 2003 which were no longer viable to pursue; and advised of the current situation with regard to the contracted debt collection agencies.

In this connection, the Director of Homes and Technical Services reported verbally that tenders for the debt recovery service had now been received and that a report on these would be submitted to this Committee in due course for consideration.

It was agreed:-

- (i) to note that paragraph 4.3 in the report should have been numbered as paragraph 4.2;
- (ii) to approve the write-off in the current financial year, of Former Tenant Arrears of £40,527.81 as detailed in paragraph 3.1 of the report; and
- (iii) to note the position regarding the tendering exercise for the debt recovery service.

TENANT PARTICIPATION

- 9. There was submitted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which informed of the review of the interim Tenant Participation Strategy and sought approval of the revised Tenant Participation Strategy and Action Plan.

It was agreed:-

- (i) to note the terms of the report;
- (ii) to approve the revised Tenant Participation Strategy including the Action Plan, as appended to the report; and
- (iii) to approve the issue of the Tenant Participation Strategy to the Scottish Executive by 31 March 2004.

**BUILDING STRONG, SAFE AND ATTRACTIVE COMMUNITIES
(Item 13, Page 577, 03/07)**

10. There was submitted a report dated February 2004 (circulated) by the Director of Homes and Technical Services which informed of the success of the Council's bid for Scottish Executive funding for community based wardens and other community based anti-social behaviour initiatives.

It was agreed:-

- (i) to note the success in securing additional resources; and
- (ii) otherwise, to note the terms of the report.

Councillor Menzies left the meeting during consideration, but prior to determination, of this item.

**JOINT MEDIATION SERVICE WITH SOUTH AYRSHIRE COUNCIL
(Item 7, Page 2325, 99/03)**

11. There was submitted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which informed of progress of the pilot Joint Mediation Service with South Ayrshire Council; and sought approval to continue the Service on a permanent basis and to extend this to all residents within the identified neighbourhoods of the Building Strong, Safe and Attractive Communities (BSSAC) Project.

It was agreed:-

- (i) to approve the conversion of the existing pilot Joint Mediation Service with South Ayrshire Council into a permanent service;
- (ii) to approve the extension of the Service as detailed in the report into the identified neighbourhoods of the Building Strong, Safe and Attractive Communities Project; and
- (iii) otherwise, to note the terms of the report.

Councillor Menzies re-joined the meeting at this point.

**ENERGY ADVICE UNIT: PROGRESS TOWARDS ENERGY
CONSERVATION OBJECTIVES**

12. There was submitted and noted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which advised of current progress towards the objectives of the Council in its role as an Energy Conservation Authority and specifically outlined progress and achievements towards the Council's obligations under the Home Energy Conservation Act 1995 (HECA).

HEALTH AND SAFETY PROGRESS

13. There was submitted and noted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which advised of progress which had been made in the promotion of health and safety within the Department of Homes and Technical Services.

HEALTH AND SAFETY ACTION PLAN: UPDATE

14. There was submitted a report dated 1 March 2004 (circulated) by the Director of Homes and Technical Services which advised of progress made in respect of the implementation of action points contained within the Departmental Health and Safety Action Plan for 2003/04.

It was agreed:-

- (i) to note the Action Plan progress contained in Appendix I to the report; and
- (ii) that the Director of Homes and Technical Services provide continued progress reports to this Committee.

PROPOSED DISPOSAL OF LAND AT CARRUTHERS PARK, WELLWOOD STREET AND KIRK GREEN, MUIRKIRK

15. There was submitted a report dated 28 February 2004 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of land at Carruthers Park, Wellwood Street and Kirk Green, Muirkirk extending in total to 0.38 hectares (0.94 acres) or thereby, for the purpose of disposal on the open market as individual house plots; and authorise the Director of Development Services to market the subjects in accordance with Council procedures.

It was agreed:-

- (i) to declare the ground in question surplus to requirements; and
- (ii) to authorise the Director of Development Services to market the land as individual house plots in accordance with Council Policy.

EXCLUSION OF PRESS AND PUBLIC

16. The Committee resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item.

PROPOSED DISPOSAL OF LAND AT LOCHORE TERRACE/WEST DONINGTON STREET, DARVEL (PARA 6)

17. There was submitted a report dated 28 February 2004 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of land at Lochore Terrace/West Donington Street, Darvel extending in total to 0.25 hectares (0.62 acres) or thereby; and authorise the Director of Development Services to negotiate the terms and conditions for disposal of the subjects to the party identified in the report.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements and to authorise disposal of same to the party identified within the report; and
- (ii) to authorise the Director of Development Services to finalise negotiations for the sale.

**PROPOSED DISPOSAL OF LAND ADJACENT TO 37 MACNAUGHTON WALK,
KILMARNOCK (PARA 9)**

18. There was submitted a report dated 2 March 2004 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to 79 sq ms situated immediately adjacent to 37 MacNaughton Walk, Kilmarnock, and authorise disposal of same.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements and to authorise disposal of same to the party identified in the report; and
- (ii) to authorise the Director of Development Services to finalise negotiations for the sale.

**PROPOSED DISPOSAL OF LAND TO THE REAR OF 3/3A STANDALANE,
STEWARTON (PARA 9)**

19. There was submitted a report dated 1 March 2004 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements two areas of ground extending to 120 sq ms and 112 sq ms situated immediately to the rear of 3/3A Standalane, Stewarton and authorise disposal of same.

It was agreed:-

- (i) to declare the areas of ground in question surplus to requirements and to authorise disposal of same together with the grant of associated servitude rights of access as indicated in the report to the parties identified in the report; and
- (ii) to authorise the Director of Development Services to finalise negotiations for the sales.

BUILDING AND WORKS DLO TO 8 FEBRUARY 2004 (PERIOD 11) (PARA 6)

20. There was submitted and noted a report dated 27 February 2004 (circulated) by the Director of Finance and Director of Homes and Technical Services which advised of the current budgetary control position of the Building and Works DLO for the period ended 8 February 2004 (Period 11).

BUILDING AND WORKS BUSINESS PLAN 2004/2005 (PARA 6)

21. There was submitted a report dated March 2004 (circulated) by the Director of Homes and Technical Services which recommended approval of the Business Plan for the Building and Works Division for the year 2004/05.

It was agreed to approve the Business Plan for the Building and Works DLO for the year 2004/2005, as appended to the report.

The meeting terminated at 1102 hours.

APPENDIX I**FINAL MEASUREMENTS ON CONTRACTS**

Contract Title	Amount of Final Measurement
Demolition of Former Housing Stock at 1-15 McBeth Walk, Kilmarnock	£60,436.44
Onthank Primary School, Alterations to Form After School Care and Electrical Upgrade	£69,504.27
Demolition of ex Housing stock at 18-24, 26-32, 34-40, 37-43 and 45-51 Shawlands Street, Catrine	£47,053.23
Demolition of ex Housing stock at 42-54 McDonald Drive, Kilmarnock	£46,812.17
Demolition and Associated works at 46-66 Castleview Avenue, Galston	£21,194.98
The Baird Institute, Cumnock, Installation of Wheelchair lift	£21,797.73
Erection and Dismantling of Seasonal Street and Tree Lighting, 2003/2004 Programme	£41,660.43
Demolition and Associated works at the former Depot, Wardneuk Drive, Kilmarnock	£2,919.80

APPENDIX II
AWARDING OF CONTRACTS

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR</u>	<u>AMOUNT (EXCLUDING FEES)</u>
Demolition of Ex-Housing Stock at 116-146 Barshare Road, Cumnock	Burnfield Builders and Demolishers Ltd., Glasgow	£52,086.30
Reinstatement of Fire Damage Property at 115 Park Crescent, Dalmellington	Ark Joinery, Cumnock	£22,518.11
Security Upgrades, Collecting Hall, Civic Centre, Kilmarnock	Pearce Security, Gateshead	£46,789.05
Proposed Internal Fit-Out Work, College Wynd, Kilmarnock	J C Morton Homes, Troon	£43,440.00
Reinstatement of Fire Damaged Property at 1 Hareshaw Crescent, Muirkirk	Ark Joinery Contracts, Cumnock	£27,769.57
External Cladding to BISF Houses, Samson Avenue, Kilmarnock	K G Builders & Civil Engineering Ltd., Ardrossan.	£101,310.99
Providing PVC Screens with Windows to Flats in Tourhill Road, Kilmarnock	Anderson & Innes, Kilmarnock	£22,690.71
*Supply, Temporary Storage and Delivery of Furniture, Furnishings and White Goods	The Premier Furnishing Company, Glasgow; and The Furnishing Services, Ltd, East Kilbride.	Schedule of Rates Basis

* This tender was subject to an evaluation process, the award criteria being:- price – 70%; start date and programmed roll-out – 5%; quality and functionality of goods – 15%; and quality management proposals – 10%.