

EAST AYRSHIRE COUNCIL

HOUSING COMMITTEE

**MINUTES OF MEETING HELD ON WEDNESDAY 22 MARCH 2006 AT
1000 HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Jimmy Kelly, Douglas Reid, Gordon Cree, John Weir, Drew McIntyre, Isabella Macrae, John Campbell, John Knapp, Jim Raymond, Stuart Finlayson, Robert McDill, Eric Jackson, George Smith, Tommy Farrell, William Menzies, Neil McGhee, Elaine Dinwoodie and Elaine Stewart.

ATTENDING: William Stafford, Executive Director of Neighbourhood Services; John Walker, Head of Building and Works; Chris McAleavey, Head of Housing; David McLellan, Financial Services Manager; Paul Whip, Financial Services Manager; Gerry Darroch, Housing Services Manager; George Malone, Senior Engineer; Alan Paterson, Principal Quantity Surveyor; Anna Gallagher, Team Leader; David Morgan, Public Relations Officer; and Stuart Nelson, Administrative Officer.

ALSO ATTENDING: Carol Calder, Audit Scotland, as an observer.

APOLOGIES: Councillors Stephanie Young, Willie Coffey and Eric Ross.

CHAIR: Councillor Jimmy Kelly, Chair.

CHAIR'S REMARKS

1. The Chair referred to the death of the father of Councillor Willie Coffey on Wednesday 22 March 2006, and on a personal basis and on behalf of the Committee, extended sympathy to Councillor Coffey and his family at this sad time. It was agreed that the Chair make arrangements for a message of sincerest condolences to be sent to Councillor Coffey and his family.

The Chair also advised that Paddy Gray, Area Housing Manager for the Cumnock and Doon Valley Areas was undergoing hospital treatment for a serious illness, and wished him well for a speedy recovery.

The Chair introduced to the meeting Carol Calder, Audit Scotland, as an observer.

BUDGETARY REPORTS

2.1 HOUSING REVENUE ACCOUNT TO 5 FEBRUARY 2006 (PERIOD 11)

There was submitted a joint report dated 23 February 2006 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood Services which advised of the current budgetary control position for the Housing Revenue Account for the period ended 5 February 2006 (Period 11).

It was agreed:

- (i) to approve the lease of five vans as referred to in the report; and
- (ii) otherwise, to note the terms of the report.

2.2 GENERAL FUND HOUSING TO 5 FEBRUARY 2006 (PERIOD 11)

There was submitted and noted a joint report dated 23 February 2006 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood 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 5 February 2006 (Period 11).

2.3 SUPPORTING PEOPLE ADMINISTRATION TO 5 FEBRUARY 2006 (PERIOD 11)

There was submitted and noted a joint report dated 23 February 2006 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood Services which advised of the current budgetary control position and the projected out-turn for the year for Supporting People Administration for the period ended 5 February 2006 (Period 11).

2.4 ANTI-SOCIAL BEHAVIOUR TO 5 FEBRUARY 2006 (PERIOD 11)

There was submitted and noted a joint report dated 23 February 2006 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood Services which advised of the current budgetary control position and the projected out-turn for the year for Anti-Social Behaviour for the period ended 5 February 2006 (Period 11).

2.5 BUILDING AND WORKS TO 5 FEBRUARY 2006 (PERIOD 11)

There was submitted and noted a joint report dated 3 March 2006 (circulated) by the Executive Head of Finance and the Executive Director of Neighbourhood Services which advised of the current budgetary control position and the projected out-turn for the year for Building and Works for the period ended 5 February 2006 (Period 11).

AWARDING OF CONTRACTS

3. There was submitted and noted a report dated 7 March 2006 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided, for information, details of tenders which had been accepted as shown in the Appendix to these Minutes.

HOUSING INVESTMENT PROGRAMME 2005/2006

4. There was submitted a joint report dated 5 March 2006 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services which advised (a) of the current status of projects within the Housing Investment Programme 2005/06 and set out the current position in relation to financial monitoring and physical progress; and (b) of the initiatives taken to commit currently identified savings upon the Housing Investment Programme 2005/2006.

It was agreed:

- (i) to approve the modifications to the Housing Investment Programme 2005/2006, as detailed in Section 4 of the report; and
- (ii) otherwise, to note the current position in relation to the Housing Investment Programme 2005/2006.

EAST AYRSHIRE COUNCIL'S HOMELESSNESS STRATEGY 2006/2009

5. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services which (a) sought approval for proposed expenditure of the funding awarded by the Scottish Executive for 2006/2007 to assist in the delivery of the Homelessness Task Force Recommendations; (b) advised of progress in delivering the outcomes of the Council's Homelessness Strategy 2003/2006; (c) submitted the Council's Homelessness Strategy 2006/2009 for approval; and (d) requested that the current staffing arrangements be extended until March 2007.

It was agreed:

- (i) to approve the Council's Homelessness Strategy for 2006/2009 as set out in Appendix I to the report;
- (ii) to approve the proposed expenditure of the Homelessness Task Force Grant as set out in Appendix II to the report;
- (iii) to authorise the Executive Director of Neighbourhood Services, in conjunction with the Head of Personnel, to submit the staffing proposals as outlined in paragraph 5.1 of the report for approval by the Corporate Governance Committee; and
- (iv) otherwise, to note the terms of the report.

HOUSING ALLOCATIONS POLICY

6. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services on the outcome of consultation with tenants and other stakeholders on a range of issues within the Allocations Policy.

It was agreed:

- (i) to note the recommendations of the Working Group and also the feedback from the wider consultation exercise;
- (ii) to recommend to Council approval of the recommendations of the Working Group set out in Section 3 of the report;
- (iii) subject to (ii), above, to authorise the Head of Housing to make the appropriate arrangements to implement the changes to the Allocations Policy and to amend existing applications in accordance with these changes; and
- (iv) otherwise, to note the terms of the report.

VOID MANAGEMENT POLICY

7. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services which recommended the proposed Void Management Policy in respect of the management of the Council's housing stock.

It was agreed:

- (i) to recommend to Council approval of the Void Management Policy as appended to the report; and
- (ii) otherwise, to note the terms of the report.

FORMER TENANT ARREARS

8. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services which sought approval for writing-off those former tenant arrears which were no longer economically viable to pursue.

It was agreed to approve the write-off, in the current financial year, of Former Tenant Arrears of £7352.19 as detailed in paragraph 3.1 of the report.

HOME ENERGY CONSERVATION ACT 1995: FOURTH PROGRESS REPORT 2005

9. There was submitted a joint report dated 23 February 2006 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services which updated on the implementation of the Council's response to its obligations under the terms of the Home Energy Conservation Act 1995 (HECA) prior to the submission of the Fourth Progress Report 2005.

In this connection, the Executive Director of Neighbourhood Services advised (i) that the third sentence of paragraph 3.1 of the report should read "In the first eight years, an improvement in energy efficiency of 21.73% along with an associated reduction in Carbon Dioxide (CO₂) emissions of 19.61% has been achieved" and that paragraph 3.2 should read "The incremental improvement for the period between 1 April 2003 and 31 March 2005 is 6.34% with associated reduction in Carbon Dioxide (CO₂) emissions of 6.70%. This has resulted in an estimated saving in fuel bills per household of £51.81 over this two year period"; and (ii) of certain consequential amendments to the data provided within the Fourth Progress Report, as appended to the Director's report.

It was agreed:

- (i) to note the amendments indicated by the Executive Director of Neighbourhood Services; and
- (ii) to approve the content of the Fourth Progress Report 2005.

HEALTH AND SAFETY ACTION PLAN 2006/2007

10. There was submitted a report dated 1 March 2006 (circulated) by the Executive Director of Neighbourhood Services which (a) informed of progress of the Department's Health and Safety Action Plan 2005/2006; and (b) advised of the content of the Department's Health and Safety Action Plan 2006/2007.

It was agreed:

- (i) to approve, in respect of this Committee's interest, the Action Plan contained in Appendix I to the report; and
- (ii) that the Executive Director of Neighbourhood Services provide regular progress reports on the contents of the Action Plan.

**ABSENCE MANAGEMENT REPORT QUARTER 4 (2005) FOR HOUSING
AND BUILDING AND WORKS SERVICES**

11. There was submitted and noted a report dated 23 February 2006 (circulated) by the Executive Director of Neighbourhood Services which advised of absence rates for the Housing and Building and Works Services within the Department of Neighbourhood Services for the quarterly period ending 31 December 2005.

EXCLUSION OF PRESS AND PUBLIC

12. 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.

**HOUSING INVESTMENT PROGRAMME 2005/2006:
ABANDONMENT OF WORKS CONTRACT (PARA 6)**

13. There was submitted and noted a joint report dated 5 March 2006 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services which advised of the steps taken to stop further works on site on a project included in the Housing Investment Programme 2005/06.

**PROPOSED DISPOSAL OF LAND AT
WOODLEA COURT, CROSSHOUSE (PARA 9)**

14. There was submitted a joint report dated 8 March 2006 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services which requested that the Committee declare surplus to requirements an area of land at Woodlea Court, Crosshouse, extending to 1.21 hectares (2.99 acres) or thereby, and authorise disposal of same 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 in the report;
- (ii) to authorise the Executive Director of Development and Property Services to finalise negotiations for the disposal of the site; and
- (iii) otherwise, to note the contents of the report.

The meeting terminated at 1046 hrs.

APPENDIX

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR</u>	<u>AMOUNT</u>
Long-Term Supply of Major Housing Components (Lot 1) - Domestic Condensing Boilers	Jewson Ltd, Glasgow	Schedule of Rates
Private Sector Housing Stock Condition Survey	David Adamson & Partners Ltd, Edinburgh	£69,750.00
External Cladding to BISF Houses, Samson Avenue, Kilmarnock	Fullwood Holdings Ltd, Stewarton	£119,658.47
Supply and Delivery of Tenant Starter Packs	Paramount Products Ltd, Kilwinning	Schedule of Rates £41,912.50 (£23.95 per pack)