

**EAST AYRSHIRE COUNCIL****HOUSING COMMITTEE****MINUTES OF MEETING HELD ON WEDNESDAY 26 JANUARY 2005 AT  
1000 HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,  
LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jimmy Kelly, Stephanie Young, Daniel Coffey, Willie Coffey, Douglas Reid, Gordon Cree, John Weir, Drew McIntyre, Isabella Macrae, John Campbell, Jim Raymond, Stuart Finlayson, Eric Jackson, George Smith, Neil McGhee, Eric Ross, and Elaine Stewart.

**ATTENDING:** William Stafford, Executive Director of Neighbourhood Services; David Mitchell, Head of Administrative and Legal Services/Solicitor to the Council; John Walker, Head of Building and Works; Chris McAleavey, Head of Housing; Eddie Fraser, Community Care Manager; David McLellan, Financial Services Manager; Gerry Darroch, Operations Manager; Joe Cassidy, Policy and Strategy Manager; Alan Paterson, Principal Quantity Surveyor; Anna Gallagher, Solicitor/Team Leader; David Morgan, Public Relations Officer; and Stuart Nelson, Administrative Officer.

**APOLOGIES:** Councillors John Knapp; Tommy Farrell; William Menzies and Elaine Dinwoodie.

**CHAIR:** Councillor Jimmy Kelly, Chair.

**DRAFT REVENUE ESTIMATES 2005/2006: HOUSING REVENUE ACCOUNT**

1. There was submitted a joint report dated 11 January 2005 (circulated) by the Executive Director of Neighbourhood Services and the Executive Head of Finance which advised of, and sought approval to, the Draft Revenue Estimates 2005/2006, in respect of the Housing Revenue Account for the purposes of consultation.

Councillor Kelly, seconded by Councillor McIntyre moved:-

- (i) to approve the Draft Housing Revenue Account 2005/2006 Estimates as detailed in para 3.3 of the report, for the purpose of the consultation exercise to be undertaken as part of the 2005/2006 Budget process as follows, namely:-

<b>Expenditure/Income Category</b>	<b>Draft Estimates 2005/2006 (£)</b>
Employee Costs	3,360,740
Premises Costs	15,620,840
Transport Related Costs	180,250
Supplies and Services	4,243,030
Third Party Payments	830,340
Debt Charges	5,500,000
CFCR/Planned Maintenance	3,561,230
<b>TOTAL EXPENDITURE</b>	<b>33,296,430</b>

House Rents	(31,315,200)
Other Income	(1,017,420)
<b>TOTAL INCOME</b>	<b>(32,332,620)</b>
Excess of Expenditure on Income	963,810
Projected Surplus Balance at 31 March 2005	0
Transfer to Repairs & Renewals Fund	0
<b>Additional Amount To Be Funded From Rent</b>	<b>963,810</b>

- (ii) to note that the proposed rent levels would be considered by the Policy and Resources Committee on 8 February 2005, following the result of the consultation exercise with a view to making a recommendation to Council.

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

- (i) to note the Housing Revenue Account 2005/2006 estimates as detailed in paragraph 3.3 of the report, as proposed for the purpose of the consultation exercise to be undertaken as part of the 2005/2006 budget process; and
- (ii) to note that the proposed rent levels would be considered by the Policy and Resources Committee on 8 February 2005, following the result of the consultation exercise with a view to making a recommendation to Council.

On a division by a show of hands the motion was carried by 10 votes to 6.

## **BUDGETARY REPORTS**

### **2.1 HOUSING REVENUE ACCOUNT TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted a joint report dated 6 January 2005 (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 Housing Revenue Account for the period ended 14 November 2004 (Period 8).

It was agreed:-

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

Councillor Ross joined the meeting at this point.

### **2.2 GENERAL FUND HOUSING TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted and noted a joint report dated 6 January 2005 (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 14 November 2004 (Period 8).

**2.3 SUPPORTING PEOPLE ADMINISTRATION TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted and noted a joint report dated 6 January 2005 (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 14 November 2004 (Period 8).

**2.4 ANTISOCIAL BEHAVIOUR TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted and noted a joint report dated 6 January 2005 (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 14 November 2004 (Period 8).

**2.5 COMMUNITY WARDENS TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted and noted a joint report dated 6 January 2005 (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 Community Wardens for the period ended 14 November 2004 (Period 8).

**2.6 BUILDING AND WORKS TO 14 NOVEMBER 2004 (PERIOD 8)**

There was submitted and noted a joint report dated 6 January 2005 (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 14 November 2004 (Period 8).

**AWARDING OF CONTACTS**

3. There was submitted and noted a report dated 5 January 2005 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which provided, for information, details of tenders which had been accepted, as is shown in the appendix to these Minutes.

**HOUSING INVESTMENT PROGRAMME 2004/2005: MONITORING STATEMENT**

4. There was submitted a joint report dated 6 January 2005 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services which (a) advised of the current status of projects within the Housing Investment Programme 2004/2005 and set out the current position in relation to financial monitoring and physical progress; (b) advised of the initiatives taken to commit currently identified savings upon the Housing Investment Programme 2004/05; and (c) sought authority to enter into extended contractual arrangements.

It was agreed:-

- (i) to approve the modifications to the Housing Investment Programme 2004/2005 as detailed in Section 4 of the report;

- (ii) to approve the extension of the existing contracts as detailed in paragraph 5.2 of the report;
- (iii) to approve the procedure for the possible extension of contracts as detailed in paragraph 6.1 of the report; and
- (iv) otherwise, to note the current position in relation to the Housing Investment Programme 2004/2005.

**VOID MANAGEMENT: PROPOSED DEMOLITION OF PROPERTIES AT 24, 26, 31 AND 33 MOSSIDE PLACE, ONTHANK, KILMARNOCK**

5. There was submitted a report dated 15 December 2004 (circulated) by the Executive Director of Neighbourhood Services which sought authority to demolish the block of four flats located at Nos 24, 26, 31 and 33 Mosside Place, Onthank, Kilmarnock.

It was agreed:-

- (i) to authorise the demolition of the properties at Nos. 24, 26, 31 and 33 Mosside Place, Onthank, Kilmarnock; and
- (ii) otherwise, to note the terms of the report.

**PROPOSED DEMOLITION OF LOCK UPS NOS. 21-24 AT DEE AVENUE, KILMARNOCK**

6. There was submitted a report dated 15 December 2004 (circulated) by the Executive Director of Neighbourhood Services which sought approval to demolish 4 lock ups Nos. 21-24 at Dee Avenue, Kilmarnock.

It was agreed:-

- (i) to authorise the demolition of lock ups Nos. 21-24 at Dee Avenue, Kilmarnock; and
- (ii) otherwise, to note the terms of the report.

Councillor McIntyre left the meeting at this point.

**PROPOSED DEMOLITION OF LOCK UPS IN MORTON ROAD, STEWARTON**

7. There was submitted a report dated 16 December 2004 (circulated) by the Executive Director of Neighbourhood Services which sought authority to demolish 19 lock-ups (Nos 1-18 inclusive and 6A) situated at Morton Road, Stewarton.

It was agreed:-

- (i) to authorise the demolition of 19 lock ups at Morton Road, Stewarton as detailed in the report; and
- (ii) otherwise, to note the terms of the report.

**PRIVATE SECTOR HOUSING GRANT**

8. There was submitted a report dated 10 January 2005 (circulated) by the Executive Director of Neighbourhood Services which advised of the outcome of a bid to secure enhanced Private Sector Housing Grant funding in the current financial year following an additional offer from Communities Scotland; and sought approval to disburse funding on the basis of their offer.

It was agreed:-

- (i) to utilise the additional funding now allocated under this heading for the purposes detailed in Section 3 of the report;
- (ii) to remit to the Head of Housing to monitor the phasing of expenditure in agreement with Communities Scotland; and
- (iii) otherwise, to note the terms of the report.

Councillor McIntyre rejoined the meeting at this point.

### **PROPOSED HOUSING INITIATIVE AREAS**

- 9.** There was submitted a report dated 17 December 2004 (circulated) by the Executive Director of Neighbourhood Services which informed of the current position regarding identified housing development proposals to promote the sustained regeneration of various housing areas, through the development of a partnership arrangement to provide social rent and private housing development works.

It was agreed:-

- (i) to approve the proposed demolition and reinstatement works identified in Appendix 1 to the report, prior to the end of the current financial year;
- (ii) to authorise the reacquisition of the sold properties within the Longpark area previously agreed in principle either by voluntary negotiation or by the use of Compulsory Purchase powers;
- (iii) to approve consultation with residents in Riccarton West; Chapel Lane, Galston; and Longpark with regard to the proposed demolitions outlined in the report;
- (iv) to approve the cost of site investigation works in Longpark, in the sum of approximately £25,000;
- (v) to note that a further report on progress would be brought to a future meeting of this Committee, following receipt of tenders; and
- (vi) otherwise, to note the terms of the report.

### **HOUSING DEVELOPMENT PROGRAMME**

- 10.** There was submitted a report dated 14 December 2004 (circulated) by the Executive Director of Neighbourhood Services which informed of the East Ayrshire Council Development Programme to respond to identified Community Care and other service users' housing needs in East Ayrshire.

It was agreed:-

- (i) to note that a further report on progress would be brought to a future meeting of this Committee for consideration;
- (ii) to note that the Executive Director of Neighbourhood Services intended to submit an update report to the next meeting of this Committee on progress in respect of the Kilmarnock Town Centre Regeneration Initiative; and
- (iii) otherwise, to note the terms of the report.

### **EAST AYRSHIRE CARE AND REPAIR PROJECT**

11. There was submitted a report dated 14 December 2004 (circulated) by the Executive Director of Neighbourhood Services which informed of the award of the contract for the expansion of the pilot Care and Repair Scheme in Dalmellington to now cover the whole of East Ayrshire.

It was agreed:-

- (i) to note the award, to Shire Housing Association Ltd, of the contract to provide a Care and Repair Service across East Ayrshire;
- (ii) to note that a report on progress over the first six months of the project would be brought to a future meeting of this Committee for consideration;
- (iii) to approve the establishment of an inter agency officer Steering Group as outlined in paragraph 7.2 of the report; and
- (iv) otherwise, to note the terms of the report.

### **THE SUPPORTING PEOPLE PROGRAMME**

12. There was submitted a joint report dated 6 January 2005 (circulated) by the Executive Director of Neighbourhood Services and the Executive Director of Educational and Social Services which advised of future funding arrangements in respect of the Supporting People Programme and sought approval for changes in the roles and remits of the Commissioning and Purchasing and Core Co-ordinating Groups.

It was agreed:-

- (i) to note the Supporting People Grant awards for 2005/06 to 2007/08 as detailed in the report;
- (ii) to approve, in respect of this Committee's interest, the revised remit of both the Core Co-ordination Group and Commissioning and Purchasing Groups;
- (iii) otherwise, to note the terms of the report; and
- (iv) that future reports on the Supporting People Programme would include information on the service outcomes delivered by the Programme to clients.

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

### **IMPROVING HOUSING REPAIRS SERVICES IN EAST AYRSHIRE**

13. There was submitted a report dated 7 January 2005 (circulated) by the Executive Director of Neighbourhood Services which sought approval to establish a Joint Working Group comprising representation from Housing and Building and Works and the Tenant Participation Steering Group to identify and recommend to Members improvements to the Council house repairs service.

It was agreed:-

- (i) to approve the establishment of a Joint Working Group and the remit and membership of the Group as set out in paragraph 3 of the report;
- (ii) to note that the Group's recommendations would be submitted to Members for consideration by October 2005, at the latest; and

- (iii) otherwise, to note the terms of the report.

### **RENT ARREARS AND FORMER TENANT ARREARS**

14. There was submitted a report dated 7 January 2005 (circulated) by the Executive Director of Neighbourhood Services which sought approval for the writing off of those former tenant arrears which were no longer viable to pursue and advised of the situation with regard to current tenant arrears.

It was agreed:-

- (i) to approve the write off in the current financial year of Former Tenant Arrears of £166,334.35 as detailed in paragraph 3.1 of the report; and
- (ii) to approve the arrangements with regard to insisting upon payment of statutory interest on the award of second decrees and the enforcement of third decrees, as detailed in paragraph 4.2 of the report.

### **RACE RELATIONS (AMENDMENT) ACT 2000**

15. There was submitted a report dated 7 January 2005 (circulated) by the Executive Director of Neighbourhood Services which advised of action taken and progress made in implementing the Council's Race Equality Scheme (Year 2) within the Housing Service.

It was agreed:-

- (i) to approve the Departmental actions detailed within the report;
- (ii) to note that the Executive Director of Neighbourhood Services would provide a report on the Department's third year progress after 30 November 2005; and
- (iii) otherwise, to note the terms of the report.

### **PERFORMANCE INDICATORS**

16. There was submitted a report dated 7 January 2005 (circulated) by the Executive Director of Neighbourhood Services which informed of performance in relation to Statutory Key Performance Indicators for the half year from 1 April to 30 September 2004.

It was agreed:-

- (i) to note the contents of the report; and
- (ii) to note that a further report on the performance for 2004/2005 would be submitted to this Committee for consideration in due course.

### **EXCLUSION OF PRESS AND PUBLIC**

17. It was agreed that under Section 50 (A)(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 paragraph 6 of Schedule 7A of the Act.

### **PROPOSED DISPOSAL OF LAND AT CASTLEVIEW AVENUE, GALSTON**

18. There was submitted a report dated 23 December 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare

surplus to requirements an area of land at Castleview Avenue, Galston extending to 1.07 hectares, or thereby, and authorise the disposal of same to Shire Housing Association Ltd.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements and to authorise disposal of same to Shire Housing Association Ltd;
- (ii) to authorise the Executive Director of Development and Property Services to finalise negotiations for the disposal of the site by 31 March 2005;
- (iii) to note that a further report on the agreed terms and conditions would be submitted to the appropriate Committee;
- (iv) to note that consideration would be given, in developing the wider partnership proposals for the Initiative Areas programme, to securing first priority for service users in the Chapel Lane area; and
- (v) otherwise, to note the terms of the report.

**PROPOSED DISPOSAL OF LAND AT FINLAYSON DRIVE AND SUTHERLAND DRIVE, NEW FARM LOCH, KILMARNOCK**

19. There was submitted a report dated 23 December 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements two areas of land at Finlayson Drive and Sutherland Drive, New Farm Loch, Kilmarnock, extending to 2.15 hectares and 9505 sq metres (2.348 acres) respectively, or thereby, and authorise the disposal of same to Atrium Homes.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements and to authorise disposal of same to Atrium Homes;
- (ii) to authorise the Executive Director of Development and Property Services to finalise negotiations for the disposal of these sites by 31 March 2005 and to note that a further report, on the agreed terms and conditions would be submitted to the appropriate Committee;
- (iii) to note that further consideration would be given, in respect of this proposed development, to securing first priority for service users in the Kilmarnock area; and
- (iv) otherwise, to note the terms of the report.

**PROPOSED DISPOSAL OF LAND ADJACENT TO 37 ARMSTRONG ROAD, KILMARNOCK**

20. There was submitted a report dated 18 November 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements an area of ground extending to 171 Sq Metres, or thereby, situated adjacent to 37 Armstrong Road, Kilmarnock and authorise the 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 sale; and
- (iii) otherwise, to note the terms of the report.

Councillor Ross left the meeting at this point.

**PROPOSED DISPOSAL OF LAND ADJOINING 15 MCCAULEY PLACE,  
KILMARNOCK**

- 21.** There was submitted a report dated 22 November 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements an area of ground extending to 106 Sq Metres, or thereby, situated adjoining 15 McCauley Place, Kilmarnock and authorise the 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 sale; and
- (iii) otherwise, to note the terms of the report.

**PROPOSED DISPOSAL OF LAND ADJOINING 2 CAMERON DRIVE,  
KILMARNOCK**

- 22.** There was submitted a report dated 4 January 2005 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements an area of ground extending to 119 Sq Metres, or thereby, situated adjoining 2 Cameron Drive, Kilmarnock and authorise the 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 sale; and
- (iii) otherwise, to note the terms of the report.

**PROPOSED DISPOSAL OF LAND AT LITTLEMILL ROAD, DRONGAN**

- 23.** There was submitted a report dated 23 December 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements an area of land at Littlemill Road, Drongan extending to 2.26 hectares, or thereby, and authorise the disposal of same to Irvine Housing Association.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements and to authorise disposal of same to Irvine Housing Association;

- (ii) to authorise the Executive Director of Development and Property Services to finalise negotiations for the disposal of the site and to note that a further report on the agreed terms and conditions would be submitted to the appropriate Committee;
- (iii) to note that further consideration would be given, in respect of this proposed development, to securing first priority for service users in the Drongan area; and
- (iv) otherwise, to note the terms of the report.

**PROPOSED DISPOSAL OF LAND ADJACENT TO LOVEDALE CRESCENT,  
MUIRKIRK**

- 24.** There was submitted a report dated 14 December 2004 (circulated) by the Executive Director of Neighbourhood Services which requested that the Committee declare surplus to requirements an area of ground extending to 72 sq mtrs, or thereby, situated opposite the row of terraced dwellinghouses at 22-32 Lovedale Crescent, Muirkirk 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 sale; and
- (iii) otherwise, to note the terms of the report.

The meeting terminated at 1128 hours.

**APPENDIX**

<b><u>CONTRACT</u></b>	<b><u>SUCCESSFUL CONTRACTOR</u></b>	<b><u>AMOUNT</u></b>
Removal of Asbestos Insulated Storage Tanks	Rhodar Ltd, Glasgow	£59,685.68
Replacement of Kitchens, Bathrooms, Lead Pipes & Electrical Upgrades To 147 No Houses and Kitchen Only Upgrades To 61 No Houses, 2004/2005 Programme, Phase 4	Central Building Contractors (Glasgow) Ltd, Glasgow	£962,567.96
Installation of Gas Central Heating to 160 No Houses, 2004/2005 Programme, Phase 3	British Gas Services, Housing Services Ltd, Uddingston	£606,721.34
* External Cladding to BISF Houses, Samson Avenue, Kilmarnock	Caledonian All Trades Ltd, Glasgow	£120,650.09
Supply of UPVC Doors	J & S McFadyen Ltd, Carlisle	Schedule of Rates
Care and Repair Service	Shire Housing Association Ltd, Cumnock	£315,000.00
**Supply/Supply & Installation of UPVC Windows 2004 *** Lot 1, Lot 2, Lot 3 and Lot 4	Anglian Windows Ltd, Norwich PTF Group, Leicestershire Sash UK Ltd, Barnsley Sidey Glaziers Ltd, Perth Tayside Windows Ltd, Forfar	Schedule of Rates
Supply of Automatic Car Derived Van	The Verve Ltd, Glasgow	£8,459.00

\*The tenders, after checking, required to be augmented to make provision for contingencies upon the project. This had the effect upon the lowest offer of increasing the accepted tender value from £114,904.85 to £120,650.09. The balance of offers would have had to have been similarly adjusted had their offer, after checking, become the lowest offer received.

\*\* This tender was subject to an evaluation process, the award criteria being price - 60%; and quality - 40%.

\*\*\* Lot 1 - Supply of Domestic Windows; Lot 2 - Supply and Fix Domestic Windows; Lot 3 - Supply of Non-Domestic Windows; and Lot 4 - Supply and Fix of Non-Domestic Windows.