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To: Councillors Kelly (Chair), McKay, Young, D Coffey, W Coffey, Reid, Cree, Weir, McIntyre, Macrae, Campbell, Knapp, Raymond, Finlayson, Jackson, Smith, Farrell, Menzies, N McGhee, Ross and Stewart

2 September 2004

Dear Councillor

HOUSING COMMITTEE - 8 SEPTEMBER 2004

You are requested to attend the next meeting of the **Housing Committee** to be held on **WEDNESDAY 8 SEPTEMBER 2004** in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK** commencing at **1000 HOURS** in order to discuss the undernoted business.

Yours sincerely



David Mitchell
Acting Executive Director of Corporate Support
SN/SM

B U S I N E S S

INTIMATE APOLOGIES

1. BUDGETARY REPORT

- 1.1 HOUSING REVENUE ACCOUNT TO 25 JULY 2004 (PERIOD 4) (pages 1-3)** - Submit joint report dated 20 August 2004 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services advising of the current budgetary control position and the projected out-turn for the year for the Housing Revenue Account for the period ended 25 July 2005 (Period 4).



- 1.2 GENERAL FUND HOUSING TO 25 JULY 2004 (PERIOD 4) (pages 4-5)** - Submit joint report dated 20 August 2004 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services advising of the current budgetary control position and the projected out-turn for the year for the General Fund Housing for the period ended 25 July 2004 (Period 4).



- 1.3 SUPPORTING PEOPLE ADMINISTRATION TO 25 JULY 2004 (PERIOD 4) (pages 6-7)** - Submit joint report dated 20 August 2004 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services advising of the current budgetary control position and the projected out-turn for the year for Supporting People Administration for the period ended 25 July 2004 (Period 4).



- 2. FINAL MEASUREMENTS ON CONTRACTS (pages 8-12)** - Submit report dated 9 August 2004 (copy enclosed) by the Executive Director of Development and Property Services to inform on final measurements for contracts.



- 3. AWARDING OF CONTRACTS (pages 13-19)** - Submit report dated 27 August 2004 (copy enclosed) by the Acting Executive Director of Corporate Support to provide, for information, details of tenders which have been accepted.



4. REINSTATEMENT OF FIRE DAMAGE

- 4.1 DALMELLINGTON: 115 PARK CRESCENT (pages 20-21)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Development and Property Services advising of, and seeking approval to, the contractual overspend on the project for the reinstatement of fire damage at 115 Park Crescent, Dalmellington.



- 4.2 MUIRKIRK: HARESHAW CRESCENT (pages 22-23)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Development and Property Services advising of, and seeking approval to, the contractual overspend on the project for the reinstatement of fire damage at 1 Hareshaw Crescent, Muirkirk.



5. **HOUSING INVESTMENT PROGRAMME 2004/2005 (pages 24-26)** – Submit joint report dated 20 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services advising of the current status of projects within the Housing Investment Programme 2004/2005 and setting out the current position in relation to financial monitoring and physical progress.

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6. **VOID MANAGEMENT (pages 27-29)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services seeking authority for the demolition of a limited number of empty houses in Bellsbank and lock-ups in Cumnock which have been badly damaged and are considered beyond the cost of economic repair; and recommending disposal of four flatted properties in Patna as surplus to operational requirements.

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7. **SERVICE IMPROVEMENT REPORT (Item 9, Page 575, 03/07) (pages 30-42)** - Submit report dated 18 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to update on activities and progress in relation to best value within the Housing Service in the last year and to recommend the Housing Continuous Improvement Plan 2004/2005.







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8. **BUILDING STRONG SAFE AND ATTRACTIVE COMMUNITIES (Item 13, Page 577, 03/07) (pages 43-58)** - Submit report dated 11 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to update on progress in implementing the Building Strong Safe and Attractive Communities Programme within East Ayrshire.

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9. **HOMELESSNESS STRATEGY UPDATE (Item 9, Page 497, 03/07) (pages 59-67)** - Submit report dated 9 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services (a) to advise of the allocation of funding awarded by the Scottish Executive both for the current financial year, 2004/2005, and the financial year 2005/2006 to assist in the delivery of the Homelessness Task Force Recommendations and to provide an update on the Furnished Tenancy Grant and the Rough Sleepers Initiative funding; and (b) to advise of progress towards implementation of the East Ayrshire Homelessness Strategy 2003/2006 and seeking authority to implement identified actions required to achieve the overall objectives of the Strategy.

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10. **TENANT SATISFACTION SURVEY (Item 7, Page 496, 03/07) (pages 68-74)**
- Submit report dated 9 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to advise of the results of the Tenant Satisfaction Survey and to seek approval to introduce the concept of continuous monitoring.

11. **PRIVATE SECTOR HOUSING GRANT (pages 75-77)** - Submit report dated 5 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to advise of the outcome of the Council's bid to secure Private Sector Housing Grant funding from Communities Scotland and to seek approval to disburse the funding on the basis of their offer.

12. **PILOT CARE AND REPAIR PROJECT (Item 6, Page 634, 03/07) (pages 78-83)** - Submit report dated 11 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to inform of the current position regarding progress of the Pilot Care and Repair Scheme in Dalmellington and to seek approval of the Steering Group's recommendations for the proposed expansion of the project to cover the whole of East Ayrshire.

13. **FORMER TENANT ARREARS (pages 84-86)** - Submit report dated 13 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to seek approval for the writing off of those former tenant arrears which are no longer viable to pursue; and to advise of the current situation with regard to the contracted Debt Collection Agency.

14. **HEALTH AND SAFETY ACTION PLAN (pages 87-94)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to update on the Department of Neighbourhood Services progress against individual Health and Safety Action Plans 2003/04 for those sections that now constitute the Neighbourhood Services Department (i.e. Community Services, Housing and Building and Works); and to recommend a unified Neighbourhood Services Department Health and Safety Action Plan for 2004/05.

15. **HOME ENERGY CONSERVATION ACT 1995: THIRD PROGRESS REPORT 2003 (pages 95-96)** - Submit joint report dated 3 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services and the Executive Director of Development and Property Services to update 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 Third Progress Report 2003.


16. **PERFORMANCE INDICATORS (pages 97-102)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to inform of performance in relation to the Housing Statutory Key Performance Indicators for the year from 1 April 2003 to 31 March 2004.

17. **DEPARTMENT OF NEIGHBOURHOOD SERVICES: ABSENCE MANAGEMENT REPORT QUARTER 2, 2004 (pages 103-105)** - Submit report dated 15 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to advise of absence rates for Housing and Building and Works for the quarterly period ending 30 June 2004.

18. **PROPOSED TRANSFER OF LAND AT GRANGE ACADEMY, KILMARNOCK (pages 106-108)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services to request that the Committee declare surplus to operational requirements an area of land at Grange Academy, Kilmarnock, extending to 1.95 hectares for transfer to the General Services Account to be held by Educational Services for inclusion within the approved Grange Academy Public Private Partnership proposals.

19. **EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Committee pass the following resolution: "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 involve the likely disclosure of exempt information as defined in Paragraph 6 of Schedule 7A of the Act".
20. **PROPOSED DISPOSAL AND TRANSFER OF LAND AT SKERNIELAND ROAD, FENWICK (pages 109-112)** - Submit report dated 23 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services requesting that the Committee declare surplus to operational requirements an area of ground at Skernieland Road, Fenwick, extending to 3.3 hectares presently forming part of an agricultural tenancy, for the purposes of (i) disposal on the open market of part of the ground extending to 2.38 hectares; and (ii) transfer to the General Services Account of the remainder of the ground extending to 0.92 hectares to be held by Leisure Services for the purposes of the formation of a cemetery car park and future cemetery extension. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
21. **PROPOSED DISPOSAL OF LAND ADJACENT TO 2 MacLAREN PLACE, KILMARNOCK (pages 113-115)** - Submit report dated 18 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services requesting that the Committee declare surplus to requirements an area of ground extending to 101m² or thereby situated adjacent to McLaren Place,

Kilmarnock, and authorise the disposal of same to the party identified in the report. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**

22. **PROPOSED DISPOSAL OF GROUND ADJACENT TO 8 ROONEY COURT, PATNA (pages 116-118)** - Submit report dated 4 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services requesting that the Committee declare surplus to requirements an area of ground extending to 141m², or thereby, situated immediately adjacent to 8 Rooney Court, Patna, and authorise disposal of same to the party identified in the report. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
23. **PROPOSED DISPOSAL OF GROUND ADJACENT TO 8 TALBOT DRIVE, AUCHINLECK (pages 119-121)** - Submit report dated 4 August 2004 (copy enclosed) by the Executive Director of Neighbourhood Services requesting that the Committee declare surplus to requirements an area of ground extending to 232m², or thereby, situated immediately adjacent to Talbot Drive, Auchinleck, and authorise disposal of same to the party identified in the report. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**
24. **BUILDING AND WORKS TO 25 JULY 2004 (PERIOD 4) (pages 122-126)** - Submit joint report dated 20 August 2004 (copy enclosed) by the Executive Head of Finance and the Executive Director of Neighbourhood Services advising of the current budgetary control position of the Building and Works for the period ended 25 July 2004 (Period 4). **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**