

**EAST AYRSHIRE COUNCIL****HOUSING COMMITTEE****MINUTES OF MEETING HELD ON WEDNESDAY 26 MARCH 2003 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jimmy Kelly, Daniel Coffey, Willie Coffey, Douglas Reid, Lillian MacLean, John Weir, Isabella Macrae, Jane Darnbrough, John Knapp, Jim Raymond, George Smith, Tommy Farrell, Julie Faulds, William Menzies and Provost Jimmy Boyd.

**ATTENDING:** Fiona Lees, Depute Chief Executive/Director of Corporate Resources; James Lavery, Director of Homes and Technical Services; David Mitchell, Head of Administration and Legal Services; John Walker, Head of Building and Works; Chris McAleavey, Head of Homes; David McLellan, Financial Services Manager; Joe Cassidy, Policy Manager; John Alexander, Principal Officer – Quality and Planning; Alan Paterson, Principal Quantity Surveyor; Anna Gallagher, Solicitor/Team Leader; David Morgan, Public Relations Officer; Stuart Nelson, Administrative Officer; and Lynn Chapman, Trainee Administrative Officer.

**APOLOGIES:** Councillors Ann Hay, Stephanie Young, Drew McIntyre, Alan Campbell and Jimmy Carmichael.

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

**CHAIRS REMARKS : MRS ANN CARMICHAEL**

1. The Chair referred to the death of Mrs Ann Carmichael, wife of Councillor Jimmy Carmichael, on Monday 24 March 2003, and on a personal basis extended sympathy and support to Councillor Carmichael and his family at this sad time. It was agreed that the Chair, on behalf of the Committee, send a message of sincerest condolences to Councillor Carmichael and his family.

**BUDGETARY REPORTS****2.1 HOMES AND TECHNICAL SERVICES – CENTRAL REPAIRS ACCOUNT TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and 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 9 February 2003 (Period 11).

**2.2 HOMES AND TECHNICAL SERVICES – PROPERTY TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and 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 9 February 2003 (Period 11).

### **2.3 HOMES AND TECHNICAL SERVICES – TECHNICAL SERVICES TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and 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 – Technical Services for the period ended 9 February 2003 (Period 11).

### **2.4 HOUSING REVENUE ACCOUNT TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and of Homes and Technical Services which advised of the current budgetary control position of the Housing Revenue Account for the period ended 9 February 2003 (Period 11).

### **2.5 BUDGETARY CONTROL SUMMARY STATEMENT: GENERAL FUND HOUSING TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 by the Directors of Finance and 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 9 February 2003 (Period 11).

### **2.6 SUPPORTING PEOPLE ACCOUNT TO 9 FEBRUARY 2003 (PERIOD 11)**

There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and 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 for the period ended 9 February 2003 (Period 11)

## **AWARDING OF CONTRACTS**

3. There was submitted and noted a report dated 11 March 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which had been accepted, as shown in the Appendix to these Minutes.

## **MONITORING REPORT AND MODIFICATION OF THE CAPITAL PLAN**

4. There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which advised of the initiatives taken to commit additional income, together with anticipated expenditure short fall due to slippage, upon the Housing Capital Programme, 2002/03 and which sought approval of the extended contractual arrangements.

It was agreed: -

- (i) to approve the actions taken to extend the existing contracts as detailed in the report;
- (ii) otherwise, to note the current position in relation to modification of the Capital Programme; and
- (iii) that the Director of Homes and Technical Services submit a report to a future Meeting to provide information on the extent to which the cost of unavoidable works carried out at former Council Houses under the Housing Capital Programme are recovered from the owner occupiers concerned.

**REPAIRS REVIEW CONSULTANCY SERVICE (Item 23, Page 2941, 99/03)**

5. There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which sought approval to accept tenders for a Repairs Review Consultancy Service, as previously agreed, to assist in the review of the contractual procedures to be adopted for the re-tendering of the Repairs and Maintenance Service post June 2004.

It was agreed that the contract be awarded to IPF of 8 Northwest Circus Place, Edinburgh, at a cost of £51,725.00.

**HOMELESSNESS STRATEGY UPDATE (Item 11, Page 2760, 99/03)**

6. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical Services which sought approval of the proposed Homelessness Strategy and Action Plan.

It was agreed:-

- (i) to note the contents of the report;
- (ii) to approve the Strategy and the Action Plan, subject to minor amendments of a presentational nature as discussed at the meeting;
- (iii) that any minor amendments required from external consultation be included;
- (iv) that the finalised Strategy and Action Plan be issued to the Scottish Executive by 31 March 2003;
- (v) that further update reports be submitted to this Committee in due course;
- (vi) that the Director of Homes and Technical Services arrange a Briefing Seminar on the Homelessness Strategy and Action Plan for the benefit of all Members of the Council and;
- (vii) that Members advise the Head of Homes directly on any questions which they may have in order to inform the content of the Seminar.

**TENANT PARTICIPATION STRATEGY UPDATE (Item 1.2, page 2886, 99/03)**

7. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical which sought approval of the interim Tenant Participation Strategy.

It was agreed:-

- (i) to note the contents of the report;
- (ii) to approve the interim Strategy, subject to minor amendments as discussed at the meeting; and
- (iii) that the interim Strategy be issued to the Scottish Executive by 31 March 2003.

**THE SUPPORTING PEOPLE PROGRAMME (Item 9, Page 3015, 99/03)**

8. There was submitted and noted a joint report dated March 2003 (circulated) by the Directors of Homes and Technical Services and of Educational and Social Services which advised of the continuing arrangements being made for the implementation of this Scottish Executive Initiative and which updated on achievements in maximising income to the Council through Transitional Housing Benefit claims from existing Home Care Service users.

### **THE SUPPORTING PEOPLE PROGRAMME STRATEGIC PLAN**

9. There was submitted a joint report dated 6 March 2003 (circulated) by the Directors of Homes and Technical Services and of Educational and Social Services which sought approval for the Strategic Plan for the future development of the Supporting People Programme.

It was agreed to approve the adoption of the East Ayrshire Supporting People Strategic Plan as the basis for the future development of the Supporting People Programme.

### **PILOT CARE AND REPAIR PROJECT (Item 10, Page 2760, 99/03)**

10. There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which updated on the progress of the Pilot Care and Repair Project and which sought approval of the Steering Group's recommendations.

It was agreed:-

- (i) to note the contents of the report;
- (ii) to approve the recommendations of the Steering Group;
- (iii) to set up a partnership agreement with Shire Housing Association Limited, an approved locally based Housing Association, to act as management agent for the Pilot Project;
- (iv) to approve the Business Plan submitted by Shire Housing Association;
- (v) to approve the revenue funding proposals outlined in the report;
- (vi) to approve the capital funding proposals outlined in the report to be made available to the Pilot Project;
- (vii) that the local Member for Dalmellington be invited to participate in future meetings of the Pilot Care and Repair Project Steering Group; and
- (viii) to note that a further report on progress will be brought to a future Committee Meeting for consideration.

### **ENERGY ADVICE UNIT: UPDATE REPORT**

11. There was submitted and noted a report dated 27 February 2003 (circulated) by the Director of Homes and Technical Services which updated on recent developments in the implementation of the Council's response to its obligations under the terms of the Home Energy Conservation Act 1995 (HECA), with particular emphasis on the benefits to the Council from the Scottish Executive's "Central Heating Programme" and "Warm Deal".

### **HEALTH AND SAFETY ACTION PLAN (Item 16, Page 2762, 99/03)**

12. There was submitted a report dated February 2003 (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 2002/2003.

It was agreed:-

- (i) to note the Action Plan Progress contained within Appendix 1 of the report; and

- (ii) to invite the Director of Homes and Technical Services to provide continued progress reports on the contents of the Action Plan.

**RACE RELATIONS (AMENDMENT) ACT 2000 (Item 8 , Page 2864, 99/03)**

- 13.** There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which reported on action taken and progress made in implementing the Council's Race Equality Scheme within the Department of Homes and Technical Services.

It was agreed:-

- (i) to approve the Departmental actions as detailed within paragraphs 4-6 of the report;
- (ii) to note that the Director of Homes and Technical Services would provide a report on the Department's first year progress in due course; and
- (iii) otherwise, to note the contents of the report.

**BUILDING AND WORKS MONITORING REPORT (Item 15, Page 3016, 99/03)**

- 14.** There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which advised of the Director's investigation on the possibility of submitting reports for consideration in public on appropriate aspects of the operation and performance of the Building and Works DLO.

It was agreed:-

- (i) that the current information continue to be provided as an excluded agenda item in terms of the Local Government (Access to Information) Act 1985; and
- (ii) that the Director of Homes and Technical Services investigate further, and report back to a future meeting on appropriate aspects of the operation and performance of the Building and Works DLO being considered in public.

**EXCLUSION OF PRESS AND PUBLIC**

- 15.** The Committee resolved 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 JAMES JOHNSTONE PLACE,  
LONGPARK, KILMARNOCK**

- 16.** There was submitted a report dated 15 March 2003 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of land at James Johnstone Place, Longpark, Kilmarnock extending to 0.22 hectares (0.55 acres), or thereby and authorise disposal of same.

Councillor Kelly, seconded by Councillor Raymond, moved to agree:-

- (i) that the area of ground in question be declared surplus to requirements and be disposed of to the interested party indicated in the report; and
- (ii) that the Director of Development Services be authorised to finalise negotiations for the disposal.

Councillor D Coffey, seconded by Councillor Reid, moved as an amendment that the area of ground in question be declared surplus to requirements and marketed for sale.

On a division by a show of hands, the motion was carried by 9 votes to 6.

#### **PROPOSED DISPOSAL OF LAND AT HILLSIDE, PATNA**

17. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to 3820 square metres or thereby at Hillside, Patna and authorise disposal of same.

It was agreed:-

- (i) that the area of ground in question be declared surplus to requirements; and
- (ii) that the Director of Development Services be authorised to progress the disposal of the land in accordance with Council procedures.

#### **PROPOSED DISPOSAL OF LAND AT 32 HIGH STREET, NEWMILNS**

18. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to 36 square metres situated at the side of 32 High Street, Newmilns and authorise disposal of same.

It was agreed:-

- (i) that the area of ground in question be declared surplus to requirements and be disposed of to the interested party indicated in the report; and
- (ii) that the Director of Development Services be authorised to finalise negotiations for the disposal.

#### **PROPOSED DISPOSAL OF GROUND AT 13 BLAIR CRESCENT, GALSTON**

19. There was submitted a report dated February 2003 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to 56 square metres situated adjacent to 13 Blair Crescent, Galston and authorise disposal of same.

It was agreed:-

- (i) that the area of ground in question be declared surplus to requirements and be disposed of to the interested party indicated in the report; and
- (ii) that the Director of Development Services be authorised to finalise negotiations for the disposal.

#### **LEASE OF LAND AT GARPEL AVENUE AND STITT PLACE, MUIRKIRK TO MUIRKIRK ENTERPRISE GROUP**

20. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical Services which sought approval to amend the existing lease agreement with Muirkirk Enterprise Group in respect of land at Garpel Avenue and Stitt Place, Muirkirk to extended the area of ground at Stitt Place.

It was agreed that the Solicitor to the Council, in conjunction with the Director of Development Services be authorised to amend the lease agreement, for the land at Garpel Avenue and Stitt Place, Muirkirk to Muirkirk Enterprise Group to extend the

subjects of let at Stitt Place to 2694 square metres, subject to the existing lease terms and conditions and amendments referred to within paragraph 6 of the report.

**BUILDING AND WORKS DLO TO 9 FEBRUARY 2003 (PERIOD 11)**

21. There was submitted and noted a joint report dated 11 March 2003 (circulated) by the Directors of Finance and of Homes and Technical Services which advised of the current budgetary control position of the Building and Works DLO for the period ended 9 February 2003 (Period 11).

**BUILDING AND WORKS BUSINESS PLAN (Item 15, Page 2480, 99/03)**

22. There was submitted a report dated March 2003 (circulated) by the Director of Homes and Technical Services which recommended for approval, the Business Plan for the Building and Works Division for the year 2003/2004.

It was agreed to approve the Business Plan for the Building Works DLO for the year 2003/2004, as appended to the report.

The Meeting terminated at 1120 hours.

**APPENDIX 1**

<b><u>CONTRACT</u></b>	<b><u>SUCCESSFUL CONTRACTOR</u></b>	<b><u>AMOUNT (EXCLUDING FEES)</u></b>
Refurbishment of Sheltered Housing at Afton & Ross Court	Anderson & Innes Limited, Kilmarnock	<b>£584,548.74</b>
Re-roofing of store/workshop at Building and Works Depot Burnside Street, Kilmarnock	Braedale Roofing Limited, Wishaw	<b>£77,792.56</b>
External Cladding to timber houses, Hearth Place, Cumnock (8 houses)	Meikle Construction, Coalburn	<b>£100,655.87</b>
Re-instatement of fire damaged garages 32-38 Barshare Road, Cumnock (6 Garages)	Ayrshire Construction Limited, Auchinleck	<b>£22,454.25</b>
Reinstatement of fire damage at 109 Barshare Road, Cumnock	Ark Joinery, Cumnock	<b>£20,823.89</b>
Environmental Improvement Strategy Consultants	Dallman Johnstone, Glasgow	<b>£7,990.00</b>
* Supply of Scaffolding Services 2003	Ayrshire Seamless Gutters, Beith Bell Group UK, Chapelhall MJD Scaffolding, Irvine SGB Contracts, Glasgow	

<u>CONTRACT</u>	<u>SUCCESSFUL CONTRACTOR AND AMOUNT</u>	<u>AMOUNT (EXCLUDING FEES)</u>
* Engineering Consultancy Framework Agreement	Babbie Group, Glasgow Black & Veatch Consulting, Glasgow Bryce Drummond Associates, Ayr Cadogan Consultants Limited, Glasgow Carol Bro Group Limited, Glasgow Davie & McCulloch, Glasgow Dinardo Partnership, Paisley Dougall Baillie Associates, East Kilbride EPM Solutions Limited, Paisley Forbes Lesley Network, Ayr Halcrow Group Limited, Glasgow Harley Haddow Partnership, Glasgow The Hawthorne Boyle Partnership Limited, Greenock Hulley & Kirkwood, Glasgow Mexel Design Consultants Limited, Ayr Pick Everard Consulting Engineers, Glasgow Ramage Young, Glasgow Rennie & Kirkwood Limited, Glasgow Ricky Morris, Uddingston Roberts Partners, Glasgow Rowland Design Associates, Paisley Will Rudd Roxburgh, Glasgow Rybka, Edinburgh Semple PLC, Edinburgh A M Sidey Associates, Glasgow Woolgar Hunter, Glasgow	

\* All contractors are included in a framework agreement for these contracts