

**EAST AYRSHIRE COUNCIL**

**HOUSING COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 6 NOVEMBER 2002 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors Jimmy Kelly, Ann Hay, Stephanie Young, Daniel Coffey, Willie Coffey, Douglas Reid, Lilian MacLean, John Weir, Drew McIntyre, Isabella Macrae, Jane Darnbrough, John Knapp, Jim Raymond, George Smith, William Menzies, Provost Jimmy Boyd and Councillor Jimmy Carmichael.

**ATTENDING:** David Montgomery, Chief Executive; James Lavery, Director of Homes and Technical Services, John Walker, Head of Building and Works; Chris McAleavey, Head of Homes; Hugh Carswell, Community Schools Integration Manager (Educational and Social Services); David McLelland, Financial Services Manager (Homes and Technical Services); Joe Cassidy, Policy Manager (Homes and Technical Services); John Alexander, Principal Officer, Quality and Planning (Educational and Social Services); Alan Paterson, Principal Quantity Surveyor; Anna Gallagher, Solicitor/Team Leader; Sharron Kilday, Administrative Assistant (Homes and Technical Services); Stuart Nelson, Administrative Officer; Lynn Chapman, Trainee Administrative Officer; and Claire Houston, Loudoun Academy.

**ALSO ATTENDING:** Sharon Donohoe and Lynda Johnstone, Tenant Information Service.

**APOLOGIES:** Councillors Alan Campbell, Tommy Farrell and Julie Faulds.

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

**TENANT PARTICIPATION**

**1.1 PRESENTATION: TENANT INFORMATION SERVICE**

The Committee received a presentation from Sharon Donohoe, Tenant Information Service, on their work plan for Tenant Participation.

There then followed a general discussion on issues arising from the presentation and Sharon Donohoe responded to questions from the Members.

The Chair thanked Sharon Donohoe for the presentation. Sharon Donohoe and Lynda Johnstone then left the meeting.

**1.2 REPORT (Item 9, Page 2760, 99/03)**

There was submitted and noted a report dated 13 October 2002 (circulated) by the Director of Homes and Technical Services which updated on current progress on Tenant Participation.

**BUDGETARY REPORTS**

**2.1 HOMES AND TECHNICAL SERVICES - CENTRAL REPAIRS ACCOUNT TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted and noted a joint report dated 18 October 2002 (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 22 September 2002 (Period 6).

## **2.2 HOMES AND TECHNICAL SERVICES - PROPERTY TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted and noted a joint report dated 18 October 2002 (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 - Property for the period ended 22 September 2002 (Period 6).

## **2.3 HOMES AND TECHNICAL SERVICES - TECHNICAL SERVICES TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted and noted a joint report dated 18 October 2002 (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 - Technical Services for the period ended 22 September 2002 (Period 6).

## **2.4 HOUSING REVENUE ACCOUNT TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted a joint report dated 18 October 2002 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position of the Housing Revenue Account for the period ended 22 September 2002 (Period 6).

It was agreed:-

- (i) that the Director of Homes and Technical Services report to an early meeting on progress in implementing the revised Repairs Service; and
- (ii) otherwise, to note the contents of the report.

## **2.5 GENERAL FUND HOUSING TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted and noted a joint report dated 18 October 2002 (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 22 September 2002 (Period 6).

## **2.6 SUPPORTING PEOPLE ACCOUNT TO 22 SEPTEMBER 2002 (PERIOD 6)**

There was submitted and noted a joint report dated 18 October 2002 (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 for the period ended 22 September 2002 (Period 6).

### **AWARDING OF CONTRACTS**

3. There was submitted and noted a report dated 22 October 2002 (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 I to these Minutes.

### **HOUSING CAPITAL PROGRAMME 2002-2003: MONITORING STATEMENT**

4. There was submitted and noted a report dated 15 October 2002 (circulated) by the Director of Homes and Technical Services which advised of the current status of projects within the Housing Capital Programme 2002-2003 and which set out the current position in relation to financial monitoring and physical progress.

### **HOUSING ALLOCATIONS POLICY AND PROCEDURES**

5. There was submitted a report dated 14 October 2002 (circulated) by the Director of Homes and Technical Services which (i) highlighted implications which had arisen from the Housing (Scotland) Act 2001 and the Scottish Executive Circular SEDD1/2002 for East Ayrshire Council's Housing Allocations Policy; (ii) proposed changes to the existing Housing Allocations Policy arising from the legislation; and (iii) proposed further changes designed to improve the service based on detailed customer research.

It was agreed:-

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| C | <ul style="list-style-type: none"> <li>(i) to recommend to Council the changes to the Council's Housing Allocations Policy outlined within paragraphs 3 and 5 of the report;</li> <li>(ii) to note the findings of the service user consultation exercise as highlighted in paragraph 4 of the report; and</li> <li>(iii) to approve the service improvement proposals set out in paragraphs 6 and 7 of the report.</li> </ul> | C |
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Councillor Reid left the meeting at this point.

### **REPORT ON HOUSING DEVELOPMENT PROGRAMME**

6. There was submitted a report dated 14 October 2002 (circulated) by the Director of Homes and Technical Services which updated the current progress of the Housing Development Programme which was designed to meet Community Care and other service users housing needs in East Ayrshire.

It was agreed:-

- (i) to note the contents of the report; and
- (ii) to note that a further report on progress would be brought to a future Housing Committee meeting.

### **THE SUPPORTING PEOPLE PROGRAMME (Item 8, Page 2760, 99/03)**

7. There was submitted a joint report dated 16 October 2002 (circulated) by the Director of Homes and Technical Services and the Director of Educational and Social Services which advised of the continuing arrangements being made for the implementation of the Scottish Executive initiative.

Councillor Reid rejoined the meeting during consideration of this item.

It was agreed:-

- (i) to note the progress of the Supporting People Programme achieved to date;
- (ii) to approve the proposals to establish new support arrangements as detailed in paragraph 3 of the report, subject to further consultation with the Head of Personnel; and
- (iii) to approve the procurement, by formal negotiation, of the Supporting People Local System software package from ANITE.

### **COMMUNITY SERVICE VOLUNTEERS (CSV) GIVE AND TAKE - EAST AYRSHIRE**

8. There was submitted a joint report (circulated) by the Director of Homes and Technical Services and the Director of Educational and Social Services which sought approval for a tenancy as a contribution in kind to the delivery of the CSV Give and Take Project in East Ayrshire.

It was agreed:-

- (i) to provide a local authority tenancy for the period of the Project as detailed in paragraph 4.2 of the report; and
- (ii) otherwise, to note the contents of the report.

### **RENT ARREARS (Item 8, Page 2184, 99/03)**

9. There was submitted a report dated 14 October 2002 (circulated) by the Director of Homes and Technical Services which informed of legislative changes regarding the service of Notices of Proceedings on tenants in arrears and of progress in collecting current and former tenant arrears.

It was agreed:-

- (i) to note the contents of the report; and
- (ii) to note that future reports on progress would be submitted to the Committee in due course.

### **MANAGING ABSENCE**

10. There was submitted and noted a report dated 14 October 2002 (circulated) by the Director of Homes and Technical Services which provided an analysis of absence within the Department of Homes and Technical Services for the third quarter of 2002 and indicated the action which the Department was taking in relation to the management of absence.

### **GROUND AT REAR OF ONTHANK COMMUNITY CENTRE KIRKTON ROAD, KILMARNOCK (Item 1, Page 2235, 99/03)**

11. There was submitted a report dated 10 October 2002 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of land at the rear of Onthank Community Centre, Kirkton Road, Kilmarnock extending to 770m<sup>2</sup> or thereby, for the purpose of transfer to the Educational and Social Services Department.

It was agreed:-

- (i) that the ground in question be declared surplus to requirements for the purpose of a transfer to the Educational and Social Services Department, subject to the consent of the Scottish Executive in terms of Section 203(2) of the Housing (Scotland) Act 1987; and
- (ii) that, thereafter, the matter be referred to the Director of Finance in conjunction with the Director of Development Services to regulate the transfer in accordance with the Council's agreed procedures.

### **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 relevant Paragraph of Schedule 7A of the Act as shown against each item.

### **PROPOSED DISPOSAL OF LAND AT DRYGATE STREET, NEWMILNS (PARA 9)**

13. There was submitted a report dated 10 October 2002 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground at Drygate Street, Newmilns extending to 135m<sup>2</sup> or thereby, for the purpose of disposal to Strathclyde Building Preservation Trust.

It was agreed:-

- (i) to declare the area of ground in question surplus to requirements for disposal to Strathclyde Building Preservation Trust on the terms set out in the report, subject to the consent of the Scottish Executive; and
- (ii) to authorise the Director of Development Services, in conjunction with the Solicitor to the Council to finalise the disposal.

### **PROPOSED DISPOSAL OF FORMER GARAGE SITE AT LOGANGATE TERRACE, LOGAN (PARA 6)**

14. There was submitted a report dated 15 October 2002 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of land comprising of the former garage site at Logangate Terrace, Logan extending to 615m<sup>2</sup> or thereby, for the purpose of advertising the land as a potential development site on the open market.

It was agreed that the area of ground in question be declared surplus to requirements and that the matter be referred to the Director of Development Services to arrange for the site to be advertised for sale on the open market.

### **BUILDING AND WORKS DLO TO 22 SEPTEMBER 2002 (PERIOD 6) (PARA 6)**

15. There was submitted and noted a joint report dated 18 October 2002 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position of the Building and Works DLO for the period ended 22 September 2002 (Period 6).

The meeting terminated at 1130 hours.

**APPENDIX I**

<b><u>CONTRACT</u></b>	<b><u>SUCCESSFUL CONTRACTOR</u></b>	<b><u>AMOUNT (EXCLUDING FEES)</u></b>
Demolition of 46-66 Castleview, Galston	George Hunter (Demolishers) Ltd, Glasgow	£24,459.75
Demolition of 42-54 McDonald Drive, Kilmarnock	Burnfield Builders & Demolishers Ltd, Glasgow	£47,275.49
Demolition of Ex-Housing Stock at Highpark Avenue, New Cumnock	George Hunter (Demolishers) Ltd, Glasgow	£42,974.19
Replacement of Kitchen Fitments to 244 Houses, 2002/2003 Programme, Phase 1	J B Bennett, Glasgow	£657,432.08
Replacement of Kitchen Fitments to 219 Houses, 2002/2003 Programme, Phase 2	CFM Building Services, Carluke	£477,928.01
Asbestos Sampling & Analysis Service Contract	Resource Environmental Consultants, East Kilbride	Schedule of Rates
Modernisation and Asbestos Removal to 43 Houses, 2002/2003 Programme, Phase 1	Central Building Contractors (Glasgow) Ltd, Glasgow	£224,864.56