

**EAST AYRSHIRE COUNCIL**

**HOUSING COMMITTEE**

**MINUTES OF MEETING HELD ON WEDNESDAY 12 SEPTEMBER 2001 AT 1000 HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillors David Macrae, Ann Hay, Stephanie Young, Daniel Coffey, Willie Coffey, Lilian MacLean, John Weir, Drew McIntyre, Jane Darnbrough, John Knapp, Jim Raymond, George Smith, Tommy Farrell, Julie Faulds, William Menzies, Provost Jimmy Boyd and Councillor Jimmy Carmichael.

**ATTENDING:** David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive/Director of Corporate Resources; James Lavery, Director of Homes and Technical Services; John Walker, Head of Building and Works; Chris McAleavey, Head of Homes; Campbell Johnston, Design Services Manager; David McLellan, Financial Services Manager; Alan Paterson, Principal Quantity Surveyor; Caroline Gordon, Public Relations Assistant; Anna Gallagher, Solicitor/Team Leader; and Stuart Nelson, Administrative Officer.

**APOLOGIES:** Councillors Jimmy Kelly, Douglas Reid and Alan Campbell.

**CHAIR:** In the absence of the Chair, Councillor David Macrae, Vice-Chair.

**CHAIR'S REMARKS: TERRORIST ATTACKS IN USA**

1. The Chair, before beginning the formal Agenda for this meeting, referred to the horrific terrorist attacks which had taken place in the United States of America on 11 September 2001. At the request of the Chair, all present were upstanding and observed a minute's silence as a mark of respect to those killed and injured in the attacks.

Councillors Willie Coffey and John Weir joined the meeting at this point.

**BUDGETARY REPORTS**

**2.1 HOMES AND TECHNICAL SERVICES - CENTRAL REPAIRS ACCOUNT TO 29 JULY 2001 (PERIOD 4)**

There was submitted and noted a joint report dated 5 September 2001 (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 29 July 2001.

**2.2 HOMES AND TECHNICAL SERVICES - PROPERTY TO 29 JULY 2001 (PERIOD 4)**

There was submitted and noted a joint report dated 5 September 2001 (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 29 July 2001.

### **2.3 HOMES AND TECHNICAL SERVICES - TECHNICAL SERVICES TO 29 JULY 2001 (PERIOD 4)**

There was submitted a joint report dated 5 September 2001 (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 29 July 2001.

The Director of Homes and Technical Services reported that the first sentence of paragraph 2.2 of the report should be deleted and replaced with the following sentence, namely:- "The net surplus to date amounts to £0.382million compared to a budgeted surplus of £0.336million, resulting in the actual surplus being more than the budgeted surplus by £0.046million".

It was agreed to note the terms of the report, as amended.

### **2.4 HOUSING REVENUE ACCOUNT TO 29 JULY 2001 (PERIOD 4)**

There was submitted a joint report dated 5 September 2001 (circulated) by the Director of Finance and the Director of Homes and Technical Services which advised of the current budgetary control position for Housing Revenue Account for the period ended 29 July 2001.

It was agreed:-

- (i) to note the terms of the report; and
- (ii) to note that the Director of Homes and Technical Services would submit a further report on progress with implementation of the review of the repairs service to a future meeting.

### **2.5 GENERAL FUND HOUSING TO 29 JULY 2001 (PERIOD 4)**

There was submitted and noted a joint report dated 5 September 2001 (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 General Fund Housing for the period ended 29 July 2001.

#### **FINAL MEASUREMENTS ON CONTRACTS**

- 3. There was submitted and noted a report dated 22 August 2001 (circulated) by the Director of Homes and Technical Services on final measurements for various works undertaken in recent years, as shown in Annexation I to these Minutes.

#### **AWARDING OF CONTRACTS**

- 4. There was submitted a report dated 29 August 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources which provided, for information, details of tenders which had been accepted, as shown in Annexation II to these Minutes.

It was agreed:-

- (i) to note the terms of the report; and
- (ii) that the Director of Homes and Technical Services report to Elected Members on an issue raised by Councillor W Coffey in relation to a contractor.

## **HOUSING CAPITAL PROGRAMME 2001/2002**

### **5.1 PROGRAMME TO 26 AUGUST 2001 (PERIOD 5)**

There was submitted and noted a joint report dated 24 August 2001 (circulated) by the Director of Homes and Technical Services and the Director of Finance which provided an update on the current projected out-turn position for the Housing Capital Programme 2001/2002.

### **5.2 PLANNED CENTRAL REPAIRS - EXTENT OF WORKS**

There was submitted a report dated 28 August 2001 (circulated) by the Director of Homes and Technical Services which provided information on the type of, and progress with, works being carried out under the heading of Planned Capital Repairs.

Following discussion regarding the criteria for determining locations at which works are to be carried out under this heading and on the cost of works, it was agreed:-

- (i) to approve, subject to the consent of the Scottish Executive, expenditure not exceeding £100,000 from the Repairs and Renewals Fund, on additional planned work of a nature as indicated in the report; and that the addresses and detail of the work involved be reported to the next meeting; and
- (ii) otherwise, to note the terms of the report.

### **5.3 MODIFICATION OF PROGRAMME - REPAINTING OF TIMBER CLAD HOUSES**

There was submitted a report dated 28 August 2001 (circulated) by the Director of Homes and Technical Services which advised of the initiatives taken to commit currently identified savings on the Housing Capital Programme 2001/2002.

It was agreed to note the terms of the report which, amongst other things, indicated that additional expenditure of £82,392 to be met from currently identified savings on the programme for 2001/2002, would enable appropriate works to be carried out at an additional 58 houses under this scheme.

### **5.4 EXTERNAL UPGRADES TO FULTONS LANE, KILMARNOCK**

There was submitted a report (circulated) by the Director of Homes and Technical Services which advised of improvements being carried out to houses in Fultons Lane, Kilmarnock; and which sought approval to a negotiated extension to the contract currently in place, in order to carry out similar works to further houses in Fultons Lane.

It was agreed to authorise extension of the existing contract with Meikle Construction by the amount of £67,220.35, to an increased total contract value of £141,011.98, in order to enable external upgrade works to be carried out to 16 Fultons Lane under the current year's Housing Capital Programme.

### **REPORT ON DECORATION VOUCHERS (Item 3, Page 1822, 99/02)**

6. There as submitted and noted a report dated August 2001 (circulated) by the Director of Homes and Technical Services which provided an update on the outcome

of changes from the decoration voucher scheme to payment of decoration allowances by cheque.

### **HOUSING (SCOTLAND) ACT 2001: SCOTTISH SECURE TENANCY**

7. There was submitted a report dated August 2001 (circulated) by the Director of Homes and Technical Services which advised of the Scottish Executive's current proposals on the implementation of the new Scottish Secure Tenancy, as required by the Housing (Scotland) Act 2001.

It was agreed:-

- (i) that the Director of Homes and Technical Services, in consultation with the Solicitor to the Council, and having invited, and taken into account, comments from Elected Members on proposals for the new Scottish Secure Tenancy, prepare the necessary tenancy agreements for consideration by this Committee at a future meeting; and
- (ii) otherwise, to note the terms of the report.

### **THE SUPPORTING PEOPLE PROGRAMME (Item 2, Page 1822, 99/02)**

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 advised of further arrangements being made for the implementation of the Supporting People Programme, including the introduction of a supplementary tenancy agreement; and of a request for the nomination of an Elected Member to serve on the Core Co-ordination Group for Supporting People.

It was agreed:-

- (i) to authorise the Director of Homes and Technical Services to introduce the supplementary tenancy agreement and any additional documentation required in respect of persons who are incapax into use in appropriate circumstances;
- (ii) to remit to Council the nomination of an Elected Member to serve as a representative on the Core Co-ordination Group of East Ayrshire Council's implementation of the Supporting People Programme, with the recommendation that the nominee should be Councillor Macrae, Vice-Chair of this Committee; and
- (iii) otherwise, to note the terms of the report.

### **PILOT CARE AND REPAIR PROJECT**

9. There was submitted a report dated 10 August 2001 (circulated) by the Director of Homes and Technical Services which sought authority to establish a Steering Group and to introduce a pilot Care and Repair Project in East Ayrshire, to assist in funding works to enable elderly people and disabled people in the private sector to remain in their own homes.

It was agreed:-

- (i) to approve the establishment of a Steering Group with a view to proposing the introduction of a pilot Care and Repair Project in East Ayrshire which would assist in funding works to enable elderly people and disabled people in the private sector to remain in their own homes, this Group to include Elected

Member representation from this Authority, and representation from partner organisations, to develop proposals for the implementation of a Care and Repair Project in East Ayrshire; and to remit to Council the nomination of Elected Members to serve on the Steering Group; and

- (ii) that the Director of Homes and Technical Services submit reports on progress to future meetings.

### **TENANT PARTICIPATION**

10. There was submitted a report dated 2 September 2001 (circulated) by the Director of Homes and Technical Services which advised of the impact of the Housing (Scotland) Act 2001 on Tenant Participation both in terms of new duties and changes to existing policy and procedures.

It was agreed:-

- (i) to acknowledge the new duty to produce a tenant involvement strategy and approve the partnership approach to developing the strategy, as outlined in the report;
- (ii) to acknowledge the need, and to authorise the Director of Homes and Technical Services to proceed, to further develop existing tenant participation policies and procedures; and
- (iii) otherwise, to note the terms of the report.

### **VOID MANAGEMENT (Item 6, Page 1804, 99/02)**

11. There was submitted a report dated 27 August 2001 (circulated) by the Director of Homes and Technical Services which advised of progress on the demolition of identified properties throughout East Ayrshire and the re-housing of tenants affected by these proposals.

It was agreed:-

- (i) to note the progress made to date;
- (ii) to approve the schedule of demolitions as listed within the report, subject to expenditure being contained within the Council's HRA Capital Budget for 2001/2002;
- (iii) to approve the demolition of houses in New Cumnock, as detailed within the report; and
- (iv) that the Director of Homes and Technical Services (a) ensure that the Elected Members are routinely advised on an individual basis of progress on demolition works to be carried out within their respective Wards; and (b) report on further progress to future meetings of this Committee.

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

12. There was submitted and noted a report dated 25 August 2001 (circulated) by the Director of Homes and Technical Services which provided an update on recent developments in the implementation of the Council's response to its obligations in terms of the Home Energy Conservation Act 1995 (HECA).

**HEALTH AND SAFETY PLAN (Item 1.2, Page 1737, 99/02)**

13. There was submitted a report (circulated) by the Director of Homes and Technical Services which sought approval to the proposed Departmental Health and Safety Action Plan for Homes and Technical Services.

It was agreed:-

- (i) to approve the Departmental Health and Safety Plan as appended to the report; and
- (ii) that the Director of Homes and Technical Services provide an update report on the Department's response to the Action Plan to a future meeting of this Committee.

**PERFORMANCE INDICATORS**

14. There was submitted a report dated 27 August 2001 (circulated) by the Director of Homes and Technical Services which advised of the performance of the Department of Homes and Technical Services in relation to the Statutory Key Performance Indicators and Non Statutory Performance Indicators, for the period 1 April 2000 to 31 March 2001.

It was agreed:-

- (i) to note the terms of the report;
- (ii) that a further report on the performance of the Department in relation to the indicators concerned for the period 1 April - 30 September 2001 be submitted to a future meeting.

**VACANT FLATS AT 25-31 BURNS AVENUE, MUIRKIRK**

15. There was submitted a report (circulated) by the Director of Homes and Technical Services which put forward proposals in respect of the four flats at 25-31 Burns Avenue, Muirkirk.

It was agreed:-

- (i) that the flats at 25-31 Burns Avenue, Muirkirk be declared surplus to requirements; and
- (ii) that the Director of Development Services be authorised to market the properties for sale on the basis of a preferred use as a single dwellinghouse conversion.

**EXCLUSION OF PRESS AND PUBLIC -**

16. 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 Paragraph 6 of Schedule 7A of the Act.

**PROPOSED DISPOSAL OF LAND: KILMARNOCK: SAMSON AVENUE**

17. There was submitted a report dated 27 August 001 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus

to requirements an area of ground extending to approximately 76m<sup>2</sup> adjacent to 15A Samson Avenue, Kilmarnock and to authorise the 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 negotiate the sale to the interested party concerned.

**PROPOSED DISPOSAL OF LAND: GALSTON: KEIR HARDIE CRESCENT**

- 18.** There was submitted a report dated 22 August 2001 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to approximately 27m<sup>2</sup> adjacent to 2 Keir Hardie Crescent, Galston and to authorise the 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 negotiate the sale to the interested party concerned.

**PROPOSED DISPOSAL OF LAND: DRONGAN: GLENCRAIG STREET**

- 19.** There was submitted a report dated 22 August 2001 (circulated) by the Director of Homes and Technical Services which requested that the Committee declare surplus to requirements an area of ground extending to approximately 73m<sup>2</sup> adjacent to 7 Glencraig Street, Drongan and to authorise the disposal of same.

Having heard further comments of the Solicitor in respect of the background, title position and financial aspects relating to this report 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 negotiate the sale to the interested party concerned.

**BUDGETARY CONTROL REPORT - BUILDING AND WORKS TO 29 JULY 2001  
(PERIOD 4)**

- 20.** There was submitted and noted a joint report dated 5 September 2001 (circulated) by the Director of Finance and the Director of Homes and Technical Services on the current budgetary control position of the Building and Works DLO for the period ended 29 July 2001.

The meeting terminated at 1120 hours.

## ANNEXATION I

<b>CONTRACT</b>	<b>AMOUNT OF FINAL MEASUREMENT</b>
Installation of Door Entry Systems 1996 Programme	£69,992.42
Masonry Painting to 123 Houses 1997/98 Programme	£78,560.05
Electrical rewire to 41 Houses 1997/98 Programme Phase 1	£47,345.27
Reinstatement of Fire Damage at 15 Mosssdale Terrace, Bellsbank	£30,018.25
Reinstatement of Fire Damage at 53 Mosssdale Terrace, Bellsbank	£28,643.78
Roof Alterations to Kilmaurs Primary School	£28,643.78
Replacement to Windows to Kilmaurs Primary School	£44,032.81
Door Entry Systems to 127 Houses, 1997/98 Programme	£51,520.59
Reinstatement of Fire Damage at 15 Kirkton Road, Kilmarnock	£13,051.54
Replacement of Windows to Civic Centre, Kilmarnock	£43,054.37
Re-roofing of S&R Wing at St Joseph's Academy, Kilmarnock	£26,317.47
Re-roofing of Technical Block, Loudoun Academy, Galston	£34,007.29
Internal Refurbishment and Painterwork to St Joseph's Academy, Kilmarnock	£84,725.85
Re-roofing of Barshare Primary School, Cumnock	£31,767.70
Comfort Plus Upgrade to Central Heating to 87 Houses 1998/99 Programme, Phase 1	£167,589.97
Refurbishment of Sorn Village Hall	£104,178.32

## ANNEXATION II

<b>CONTRACT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>AMOUNT (EXCLUDING FEES)</b>
Re-roofing of 4 Blocks of Flats, Kilmarnock and 13 Houses, 2001/2002 Programme, Phase 1	John Moulds (Kil) Ltd, Kilmarnock	£224,793.32
Re-roofing of 4 Blocks of Flats, Kilmarnock and 14 Houses, 2001/2002 Programme, Phase 2	Ridgewood Roofing Ltd, East Kilbride	£172,834.79
Re-roofing of South Wing Barshare Primary School, Cumnock	Foxbar Contracts, Kilmarnock	£32,089.57
Installation of Gas Central Heating to 310 Houses, 2001/2002 Programme, Phase 2	Scottish Gas Services, Uddingston	£624,040.25
Installation of Gas Central Heating to 340 Houses, 2001/2002 Programme, Phase 3	James Frew Ltd, Stevenston	£658,068.01
Fire Damage Reinstatement - 2D Cessnock Avenue, Hurlford	G D Spence & Sons Ltd, Irvine	£17,635.59
Replacement of Kitchen Fitments to 148 Houses, 2001/2002 Programme, Phase 2	James Frew Ltd, Stevenston	£334,493.10
Replacement of Kitchen Fitments to 154 Houses, 2001/2002 Programme, Phase 3	G D Chalmers Ltd, Paisley	£356,427.23
Replacement of Kitchen Fitments to 156 Houses, 2001/2002 Programme, Phase 4	G F Sharp & Co Ltd, Wishaw	£371,843.44
Replacement of Kitchen Fitments to 171 Houses, 2001/2002 Programme, Phase 5	Thomson (of Ayr) Construction, Ayr	£368,007.61
Installation of Audio Door Entry Systems to 88 Houses	G D Chalmers Ltd, Paisley	£97,046.25
Electrical Rewiring to 180 Houses, 2001/2002 Programme	G D Chalmers Ltd, Paisley	£199,032.75

<b>CONTRACT</b>	<b>SUCCESSFUL CONTRACTOR</b>	<b>AMOUNT (EXCLUDING FEES)</b>
Replacement of Sanitary Appliances at 204 Houses, 2001/2002 Programme, Phase 2	Thomson (of Ayr) Construction, Ayr	£184,725.29
Demolition and Associated Rehabilitation Works at 41-43 Benrig Avenue, Kilmaurs	J B Black Construction Services, Maybole	£13,277.37
Replacement of Lead Water Services to 171 Houses, 2001/2002 Programme	Thomson (of Ayr) Construction, Ayr	£90,730.80
Asbestos Removal to 36 Houses, 2001/2002 Programme, Phase 1	Construction Technical and Commercial Facilities, Stewarton	£198,779.50
Environmental Improvements to Blocks of Flats at 20 and 21 Fultons Lane, Kilmarnock	Meikle Construction, Lanark	£73,791.63
Addressable Fire Alarm System Maintenance Contract	Fire Protection Services, Clydebank	Schedule of Rates Basis
Fire Damage Reinstatement - 69 Barbieston Terrace, Dalrymple	Thomson (of Ayr) Construction, Ayr	£20,683.43
Modernisation and Asbestos Removal, Phase 2	Anderson & Innes, Kilmarnock	£130,705.89

**TO RETURN TO PREVIOUS PAGE  
PLEASE PRESS THE BACK BUTTON  
AT THE TOP LEFT OF THE PAGE**