

APPENDIX XVII**EAST AYRSHIRE COUNCIL****FINANCE AND PROPERTY SUB-COMMITTEE OF THE POLICY AND
RESOURCES COMMITTEE****MINUTES OF MEETING HELD ON TUESDAY 2 SEPTEMBER 1997 AT 1400
HOURS IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Drew McIntyre, Douglas Reid, Jane Darnbrough, Daniel Coffey, David Fulton, Kim Nicoll, Eric Ross and Jim Kelly.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; Gordon Clark, Director of Finance; Barbara Haughan, Director of Support Services; Alex McPhee, Senior Depute Director of Finance; Helen Dick, Depute Director of Finance (Internal Audit); Tom McHugh, Depute Director of Finance (Accountancy and Budgeting); Robert McLeary, Head of Property Services; Julie Armstrong, Senior Administrative Officer; and Alex Hewetson, Administrative Officer.

APOLOGIES: Councillors David Sneller, Wilma Doyle and Tommy Farrell.

CHAIR: In the absence of the Chair, Councillor Drew McIntyre was appointed to the Chair.

**BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE
ACCOUNT TO 18 JULY 1997 (PERIOD 4)**

1. There was submitted and noted a report dated 18 August 1997 (circulated) by the Director of Finance on the current budgetary control position of the Housing Revenue Account for the period ended 18 July 1997 (Period 4).

HOUSING CAPITAL PROGRAMME TO 18 JULY 1997 (PERIOD 4)

2. There was submitted and noted a report dated 26 August 1997 (circulated) by the Director of Finance on the current position of the Housing Capital Programme to 18 July 1997 (Period 4).

REVENUE COLLECTION SYSTEMS (Item 3, Page 2473)

3. There was submitted a joint report dated 18 August 1997 (circulated) by the Directors of Finance and Support Services on the position with regard to the acquisition of replacement Revenue Collection systems to replace those presently run using the Caird Computer Centre in Hamilton.

It was agreed:

- (i) to remit to the Director of Finance to purchase, within the context of the recently awarded contract for Council Tax systems, extension software for Non-Domestic Rates, Community Charge, Document Image Processing and Central Debt Register Modules and to thereafter implement the systems; and
- (ii) otherwise to note the contents of the report.

REVENUE COLLECTION

4. There was submitted a report dated 18 August 1997 (circulated) by the Director of Finance showing the billing and collection of local taxes for the Council as at 18 July 1997 and on details of the Council Tax Collection Scheme recently announced by the Secretary of State to provide additional special grant to Local Authorities to aid improvement of the collection of outstanding Community Charge and Council Tax.

It was agreed:-

- (i) to remit to the Director of Finance:-
 - (a) to advise The Scottish Office that the Council wished to apply for 50% of the total of £96,170 in 1997/98 and 50% in 1998/99 for additional special grant to Local Authorities to aid improvement in the collection of outstanding Community Charge and Council Tax;
 - (b) to submit a costed project plan on measures designed to improve the collection of unpaid local taxes, for consideration, to the Chair's Sub-Committee of the Policy and Resources Committee; and
- (ii) otherwise to note the contents of the report.

INTERNAL AUDIT - REPORTING PROCEDURES

5. There was submitted and noted a report dated 18 August 1997 (circulated) by the Director of Finance on proposals for Internal Audit procedures to provide a framework to ensure the involvement of Members, in addition to setting out reporting procedures to Chief Officers and seeking authority to effect an amendment to the Financial Regulations adopted by the Council on 2 April 1996.

The likelihood of a rapidly developing role for Internal Audit within future local implementation arrangements for the Government's 'Best Value Regime' (BVR), applying to all Council's Services as a successor to Compulsory Competitive Tendering (CCT) was noted.

It was agreed:-

- (i) to approve the Reporting Procedures by Internal Audit to Members, Chief Executive, Director of Finance and Chief Officers as detailed in Paragraph 3 of the report; and
- (ii) to recommend to Council that the Financial Regulations be amended to include the following additional paragraph 1.2.4(ii): "The Depute Director of Finance (Internal Audit) shall have direct right of access to the Chief Executive at all times in regard to issues directly related to the function of the Director of Finance. In invoking this course of action, a formal notification of intention must be made to the Director of Finance, except in the event of any occurrence falling within the terms of the Council's Defalcation/Corrupt Practices Procedures."

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PROPERTY TRANSACTIONS

6. There was submitted and noted a report dated 14 July 1997 (circulated) by the Director of Support Services on various Property Transactions which had been undertaken by the Head of Property Services on behalf of the Council since 15 April 1997.

CAPITAL RECEIPTS UPDATE

7. There was submitted and noted a report dated 6 August 1997 (circulated) by the Director of Support Services on progress in achieving the Capital Receipts target set for financial year 1997/98.

PROPOSED DISPOSAL OF GROUND AT LONGPARK, KILMARNOCK (Item 12, Page 2376)

8. There was submitted a report dated 15 August 1997 (circulated) by the Director of Support Service seeking authority for the Head of Legal Services to sell ground at Longpark, Kilmarnock to Scottish Homes' successful bidder.

It was agreed to authorise the Head of Legal Services:-

- (i) to sell ground at Longpark, Kilmarnock to Scottish Homes' successful bidder, once known, for a nominal consideration; and
- (ii) to ensure that the conveyancing contains all the usual and necessary safeguards on behalf of the Council in respect of the transaction.

PROPOSED LEASE OF GROUND AT SCOTT ELLIS PLAYINGFIELDS, KILMARNOCK

9. There was submitted a report dated 15 August 1997 (circulated) by the Director of Support Services seeking authority for the Head of Legal Services to enter into a lease with Bellfield Boys Club for ground at Scott Ellis Playingfields, Kilmarnock.

It was agreed:-

- (i) to authorise the Head of Legal Services to lease the ground at Scott Ellis Playingfields, Kilmarnock to Bellfield Boys Club for a period up to 31 March 2011 at an annual rent of £1 on the terms and conditions outlined in the report; and
- (ii) to remit to the Head of Property Services to submit a report on the feasibility of establishing a draft policy on concessionary rentals for appropriate groups and organisations for consideration, to this Sub-Committee within two Committee cycles.

PROPOSED LEASE OF LAND AT KIRKTON ROAD, KILMARNOCK

10. There was submitted a report dated 18 August 1997 (circulated) by the Director of Support Services seeking authority for the Head of Legal Service to enter into a lease with North West Amateur Boxing Club for land at Kirkton Road, Kilmarnock.

It was agreed to authorise the Head of Legal Service to lease the land at Kirkton Road, Kilmarnock to North West Amateur Boxing Club for a period of up to 10 years at an annual rent of £1 on the terms and conditions outlined in the report.

PROPOSED LEASE OF DOUBLE HUTTED CLASSROOM AT REAR OF WEST PARK COMMUNITY CENTRE, 52 IRVINE ROAD, KILMAURS (Item 5, Page 2397)

11. There was submitted a report dated 18 August 1997 (circulated) by the Director of Support Services seeking authority for the Head of Legal Services to enter into a lease with St Maur's Glencairn Church for the double hitted classroom unit at the rear of Westpark Community Centre, 52 Irvine Road, Kilmaurs.

It was agreed to authorise the Head of Legal Service to lease the double hitted classroom unit at the rear of Westpark Community Centre, 52 Irvine Road, Kilmaurs to St Maur's Glencairn Church, with permission to sub-let to Westpark Playgroup and Squirrel Club, for a period of up to 5 years at an annual rent of £520 on the terms and conditions outlined in the report.

EXCLUSION OF PRESS AND PUBLIC

12. The Sub-Committee resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, that press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 9 of Schedule 7A of the Act.

SALE OF FACTORY, CUMNOCK BUSINESS PARK (Item 10, Page 2333)

13. There was submitted a report dated 14 August 1997 (circulated) by the Director of Support Services seeking approval for the proposed joint sale of property and land, at Cumnock Business Park, to the applicant detailed within the report.

It was agreed:-

- (i) to approve the joint sale of the property and land at Cumnock Business Park, to the applicant on the terms detailed within the report; and
- (ii) to authorise the Head of Legal Services to ensure that the conveyancing contains all the usual and necessary safeguards on behalf of the Council in respect of the transaction.

The meeting terminated at 1453 hours.