

EAST AYRSHIRE COUNCIL

SPECIAL AD-HOC HOUSING PARTNERSHIP COMMITTEE

**MINUTES OF MEETING HELD ON WEDNESDAY 24 JUNE 1998 AT 1000 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Jim Kelly, Wilma Doyle, David Macrae and David Sneller.

ATTENDING: John Hillis, Director of Housing; Alan McKnight, Depute Director of Housing; Allan Moyes, Housing Partnership Co-ordinator; Ken Robinson, Principal Administrative Officer; Anna F Gallagher, Assistant Principal Solicitor; and Stuart Nelson, Administrative Officer.

APOLOGIES: Councillors Douglas Reid, Daniel Coffey and Tommy Farrell.

CHAIR: Councillor Jim Kelly, Chair.

REMIT OF THE SPECIAL AD-HOC HOUSING PARTNERSHIP COMMITTEE

1. There was submitted a report (circulated) by the Director of Housing on the remit of the Special Ad-Hoc Housing Partnership Committee and the anticipated timetable of events for progressing matters relating to the New Housing Partnership.

It was agreed to note the terms of the report which amongst other things explained:-

- (i) that the membership, quorum, terms of reference and delegated powers of this Committee would be:-

Membership - 7 Councillors (4 a quorum);

Terms of Reference - to consider and decide upon all matters relating to the establishment and Council participation in the Housing Partnership Company;

Delegated Powers -

- Establishment and composition of the Board, including the number of Council Representatives;
- Production of partnership business plan and financial strategies;
- Demolition of existing housing in accordance with decisions taken by the Housing Capital Sub-Committee;
- Identification of appropriate sites and packages of sites, subject to obtaining clearance on their availability from appropriate parent Committees;
- Identification of site mix, ie house types and sizes;
- Tendering exercises to identify developers, funders and managing agents;
- Contractual agreements between the Council and the Partnership Company; and
- Expenditure of New Housing Partnership monies in accordance with the Council's Scheme of Delegation and Financial Regulations; and

- (ii) that the anticipated timetable of events following this meeting was, namely:-
- Formal registration of Company - July 1998;
 - First monthly Board meeting - July 1998;
 - Invitation to Housing Association and Housebuilders to express interest in management and development of new homes - July 1998;
 - Tender and appoint Housing Association partner - September 1998;
 - Tender and award development contracts - December 1998;
 - Commence Building Works - April 1999.

PROPOSED CORPORATE BUSINESS FORM OF NEW HOUSING PARTNERSHIP

2. There was submitted a report dated 18 June 1998 (circulated) by the Director of Housing seeking approval to the proposed Corporate Business Form of the New Housing Partnership.

It was agreed:

- (i) that the New Housing Partnership would be constituted as a company limited by guarantee;
- (ii) that the Board of the Company would comprise twelve members ie four members nominated by East Ayrshire Council, four members representing community based organisations and four members with a commercial or business background;
- (iii) that the Company would seek charitable status in order to benefit from tax advantages which might be available as a result; and
- (iv) otherwise, to note the terms of the report.

NOMINATIONS OF LOCAL BUSINESS AND COMMUNITY REPRESENTATIVES TO BOARD OF NEW HOUSING PARTNERSHIP

3. There was submitted a report (copy enclosed) by the Director of Housing seeking approval to the nomination of representatives from the community and local businesses to the Board of the proposed New Housing Partnership Company.

It was agreed:

- (i) that, subject to appropriate scrutiny of their fitness for office, the undernoted individuals be nominated for appointment to the Board of the Housing Partnership Company, namely:-

Community Representatives

May Clark, Secretary, Lainshaw Residents' Association, Stewarton;
 Margaret Paton, Chairperson, Onthank Residents' Association, Kilmarnock;
 Jacqueline Todd, Secretary, McClymont Court Tenants' Association, Cumnock; and
 William Crawford, Community Councillor, Cumnock Community Council.

Business Representatives

Barrie Allan, Chairman, Enterprise Ayrshire;
 Ian Wilson, Solicitor, James Guthrie & Co, Kilmarnock;
 Jan Bannister, Former Senior Civil Servant, Housing Division, Scottish Office;
 and
 Bill McMahon, Former Head of Business Development Services;

- (ii) that a presentation followed by an informal briefing and discussion session would be arranged for Members of the Board of the Housing Partnership Company prior to their first meeting.

COUNCIL SUPPORT FOR DEVELOPMENT OF HOUSING PARTNERSHIP

- 4. There was submitted a report (circulated) by the Director of Housing seeking approval to the utilisation of Council services to assist in the process of establishing the New Housing Partnership.

It was agreed:

- (i) to authorise the utilisation of the services available from the appropriate Council Departments as required, until April 1999, in order to assist in establishing the New Housing Partnership;
- (ii) to authorise use of the Council Headquarters as a temporary registered office by the New Housing Partnership Company until April 1999; and
- (iii) to request the Director of Support Services to nominate an individual to act as the temporary Company Secretary and to arrange for a Chairs Sub-Committee to be held, if necessary, to confirm the appointment.

PROCUREMENT PROCESS TO BE ADOPTED BY NEW HOUSING PARTNERSHIP

- 5. There was submitted a report (circulated) by the Director of Housing seeking approval to the proposed procurement process to be adopted by the New Housing Partnership.

It was agreed, in order to expedite progress on the New Housing Partnership:

- (i) to approve the Procurement Strategy and associated timetable as set out in the report;
- (ii) to authorise the Director of Housing to facilitate the expression of interest process and the evaluation of those interests together with the tender process, as referred to in the report, in order to enable building works to commence on site in April 1999;
- (iii) that, in order to spread risk and maximise benefits, a multi contract approach to the procurement of housing be pursued, a further report on the detail of each package to be submitted to a future meeting of this Committee for consideration; and
- (iv) otherwise, to note the terms of the report.

SITES TO BE TRANSFERRED TO THE NEW HOUSING PARTNERSHIP

6. There was submitted a report (circulated) by the Director of Housing providing an update on the transfer of sites and seeking approval to the transfer of additional specified sites owned by the Council to the New Housing Partnership at nil value.

It was agreed:

- (i) to note the position in respect of the initial list of sites previously approved for transfer to the New Housing Partnership; and
- (ii) to transfer further sites, as listed in the report, to the Housing Partnership at nil value for the purpose of housing development as required, subject to the approval of the Housing Committee in respect of that Committee's interest and to the consent of the Secretary of State.

The meeting terminated at 1040 hours.