

Corporate Services Committee  
23 June 1999

**Irvine, 23 June 1999** - At a Meeting of the Corporate Services Committee of North Ayrshire Council at 2.00 p.m.

**Present**

David Munn, Jack Carson, John Donn, David Gallagher, Jane Gorman, Elliot Gray, Elisabeth Marshall, Elizabeth McLardy, John Moffat, Robert Rae and John Reid.

**In Attendance**

B Devine, Chief Executive; A Herbert, Assistant Chief Executive (Finance); M Macfarlane, Assistant Chief Executive (Personnel), J Barrett, Assistant Chief Executive (Information Technology); I Mackay, Assistant Chief Executive (Legal & Regulatory); B MacDonald, Assistant Chief Executive (Development & Promotion); A Osborne, Corporate Policy Officer; Mary McCormick, Media Relations Officer; and S Bale, Administration Officer (Chief Executive's).

**Chair**

Mr Munn in the Chair.

**Apologies for Absence**

David O'Neill, Robert Reilly and Samuel Taylor.

**1. North Ayrshire Council: EDI Joint Venture**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the establishment of a joint venture in respect of office accommodation and Call Centre developments in North Ayrshire.

The Committee agreed (a) to establish a Joint Venture Company with EDI Edinburgh for the initial purpose of developing office accommodation and Call Centre provision in North Ayrshire; (b) to establish a North Ayrshire Charitable Trust to be known as the North Ayrshire Ventures Trust to allow the Council, through the Charitable Trust, to invest either land or capital in the Joint Venture; and (c) to the site at Kyleshill, Saltcoats being invested in the Trust subject to there being no legal impediment.

**2. ERDF Application for Speculative Office Building**

Submitted report by the Assistant Chief Executive (Development and Promotion) on an application for ERDF funding in respect of a proposed office development at Kyleshill, Saltcoats.

The application relates to the joint venture agreement with EDI as detailed in Item 1 above. Recent discussions with Strathclyde European Partnership have indicated the possible availability of ERDF funding of 40% subject to the Council contributing 5%, i.e. approximately £50,000, as match funding which would be required in 2000/2001. There is no provision made currently within the Council's Capital

Programme for this amount and the inclusion of this sum will require a review of the priorities over the next two years.

After discussion, the Committee agreed (a) that an application for speculative office building made to Strathclyde European Partnership for ERDF funding; and (b) to make provision in the Capital Programme for the Council's match funding costs of £50,000, should the application be successful.

### **3. Financial Support for CELTFEST**

Submitted report by the Assistant Chief Executive (Development and Promotion) on financial support for CELTFEST, a water sports event involving competitors from all the Celtic Nations of Europe which will take place in and around Largs from 24-30 July 1999.

The Committee agreed that a contribution of £5,000 be made from the Development and Promotion budget to CELTFEST towards the cost of musical entertainment events during the festival.

### **4. Export Mission**

Submitted report by the Assistant Chief Executive (Development and Promotion) on a joint export mission to the USA in conjunction with Ayrshire Export Partnership.

The Committee agreed to approve (a) North Ayrshire Council's lead role in an Export Mission to the USA in conjunction with Ayrshire Export Partnership; and (b) (i) expenditure of £6,750 which can be met from within from Development & Promotion's International Trade budget; and (ii) the attendance of two council officers to support the Mission.

### **5. Rennie Business Units, Saltcoats (Former Glenhusky Factory Site): Training Project**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the action taken regarding Phase 2 Training Works at Rennie Business Units, Saltcoats, following the decision by Enterprise Ayrshire not to support the funding of Phase 2 on the grounds of a lack of proven market demand.

The Committee agreed to homologate the action taken by the Assistant Chief Executive (Development and Promotion) (a) to secure a revision to the existing approval for integrated European Social Fund (ESF) and European Regional Development Fund (ERDF) support funding for the Rennie Business Units project from Strathclyde European Partnership; and (b) to finalise arrangements with Enterprise Ayrshire regarding the completion of the development of 2 further units instead of the original 8 units and their commitment of £23,000 for landscaping the Phase 2 part of the site.

## **6. Dalry: Routdaneburn Farm and Birkhead Farm**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the provisional terms agreed for the sale of Routdaneburn and Birkhead Farms to the sitting agricultural tenants.

The Committee agreed to approve the provisional terms for the sale of Routdaneburn and Birkhead Farms, Dalry to the sitting agricultural tenants in the sum of (a) £50,000 for Routdaneburn Farm, with an additional £20,000 being the value of Council's interest in the milk quota allocated to that farm; and (b) £40,000 for Birkhead Farm.

## **7. Dalry: Whitehill Farm**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the proposed terms of lease of a radio mast site at Whitehill Farm, Dalry to Messrs Orange PCS Ltd.

The Committee agreed to approve the provisional terms for the lease of a radio mast site at Whitehill Farm, Dalry to Messrs Orange PCS Ltd, for a term of 15 years at an initial rental of £5,000 per annum.

## **8. Kilwinning: Blair Road: Proposed Lease to Vodafone for Radio Station at Hazeldene Resource Centre**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the terms and conditions for a new ground lease in respect of the Radio Station site at Hazeldene Resource Centre, Kilwinning.

The Committee agreed to approve the provisional terms for the lease of a radio mast site at Hazeldene Resource Centre, Blair Road, Kilwinning for a term of 10 years at an initial rental of £3,000 per annum.

## **9. Irvine: Paterson Avenue: Sale of Land**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the proposed sale of an area of land at Paterson Avenue, Irvine.

The Committee agreed to authorise the Principal Estates Officer to advertise land extending to 615m at Paterson Avenue, Irvine for sale on the open market.

## **10. Arran: Brodick: Market Road: Landfill Site**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the terms for the lease renewal of the Coup Site at Market Road, Brodick.

The Committee agreed to approve the terms for the lease renewal of the Coup Site at Market Road, Brodick, over 0.5ha or thereby, from the Lady Jean Fforde for a 10

year period from 15 May 1997 at an initial rental of £2,500.

#### **11. Collection Statements**

Submitted statements by the Assistant Chief Executive (Finance) on the collection of  
(a) Community Charge; and (b) Council Tax to 31 May 1999.

Noted.

#### **12. Council Tax Documentation**

Submitted report by the Assistant Chief Executive (Finance) on follow-up documentation issued for the recovery of Council Tax.

The Committee agreed that the Council cease the issue of Summary Warrant notices in connection with Council Tax arrears.

#### **13. Motor Vehicle Insurance**

Submitted report by the Assistant Chief Executive (Finance) on insurance arrangements for motor vehicles from 1 April 1999.

As a matter of urgency, following an evaluation of tenders received for the insurance of motor vehicles, a tender from Zurich Municipal in the sum of £123,947 had been accepted by the Assistant Chief Executive (Finance).

The Committee agreed to homologate the action taken.

#### **14. Appointments to Standing Sub-Committees of the Corporate Services Committee**

Submitted report by the Assistant Chief Executive (Personnel) on the appointment of members to Standing Sub-Committees of the Corporate Services Committee.

The Committee agreed to appoint members to Standing Sub-Committees as follows:-

(a) Joint Consultative Committees:

Chair, Corporate Services Committee;

Chair, Corporate Policy Committee;

Chairs of other 3 Services Committees.

(b) Appeals Sub-Committee:

Chair and Vice Chairs - Corporate Services;

4 Members of Corporate Services Committee - Jack Carson, John Donn, Jane

Gorman & Robert Rae.

(c) Conditions of Service Sub-Committee:

Chair, Corporate Services Committee;

Chair, Corporate Policy Committee;

Chairs of other 3 Service Committees.

## **15. Property Services: Housing Remote Access Terminal**

Submitted report by the Assistant Chief Executive (Personnel) on the need to establish a permanent post to operate the Housing Benefit Remote Access Terminal which is connected to the Department of Social Security's mainframe computer service and allows Housing Benefit staff to access claimants records to check details.

A new Service Level Agreement will shortly be signed between the Council and the Benefits Agency, which will include a clause on the use of the Remote Access Terminal.

The Committee agreed (a) to approve the establishment of a new post of Clerical Worker on Grade GS3 to operate the Housing Benefit Remote Access Terminal; and (b) that information be provided to Councillor Reid on the terms of the Service Level Agreement with the Benefits Agency.

## **16. Social Services: Staffing Report on the Throughcare Project**

Submitted report by the Assistant Chief Executive (Personnel) on staffing amendments to the Throughcare Project which provides support to vulnerable young people.

The Committee agreed to approve revisions to staffing of the Throughcare Project (a) to establish 1 post of Social Worker on Grade QSW; and (b) to delete 1.5 posts of Social Work Assistant on Grade APII/III.

## **17. Social Services New Futures Funding**

Submitted report by the Assistant Chief Executive (Personnel) on staffing required to implement the New Futures Project which will expand the staffing of the Throughcare Project Team.

The Committee agreed to approve the staffing of the New Futures Project funded by Scottish Enterprise and the Scottish Office by establishing posts of 2 Project Workers on Grade APIV/V; and 1P/T Clerical Assistant on Grade GS1/2 for a fixed term until March 2002.

## **18. Social Services: Children's Services Development Fund**

Submitted report by the Assistant Chief Executive (Personnel) on additional staffing required to implement the proposals of the Children's Safeguard Review (Kent Report).

The Committee agreed to approve the establishment of additional posts funded from the Scottish Office Children's Services Development Fund as follows:- 1 Project Manager on Grade PO7; 2 Social Workers on Grade QSW; 3.5 Residential Care Workers on Grade RW23; 5 Family Care Workers on Grade API/II; and 3 Part Time Clerical Assistants on Grade GS1/2.

## **19. Social Services: Kilwinning: Staffing Report on Day Services for Learning Disabled: Fergushill Adult Training Centre**

Submit report by the Assistant Chief Executive (Personnel) on proposed staffing increases for the High Dependency Unit within Fergushill Adult Training Centre, Kilwinning, which are required as a result of the need identified within the Community Care Plan to develop comprehensive services for adults with learning difficulties.

The Committee agreed to the establishment of 4 additional posts of Day Centre Assistant (Spinal Column Points 13-19) within the High Dependency Unit at Fergushill Adult Training Centre.

## **20. Social Services: Staffing Report on Modernising Community Care**

Submitted report by the Assistant Chief Executive (Personnel) on staffing increases required to implement the Scottish Office's Modernising Community Care Action Plan.

The Committee agreed to approve the establishment of additional posts funded from the Scottish Office Incentive Fund for Community Care and Ayrshire & Arran Health Board as follows:- 2 Social Workers on QSW; Resource Worker on QSW/AP4/5; PT (17 hours) Occupational Therapist on OTA; PT (17 hours) Home Care Supervisor on AP4; Store Manager on GS1/2; and 3 Part Time (17 hours) Clerical Assistants on GS1/2.

## **21. Social Services: Staffing Amendments**

Submitted report by the Assistant Chief Executive (Personnel) on proposed modifications within the Social Services resources structure.

The Committee agreed to revisions to staffing within the Resource Structure (a) to establish one new post of Assistant Co-ordinator (Personnel & Administration) on Grade PO2 and one new post of Administrative Officer (Personnel) on Grade AP/III; (b) to delete the posts of Assistant Co-ordinator on Grade APV/PO2 (Personnel) and Senior Administrative Officer on Grade APV; and (c) to restructure the current post of

Administrative Officer (Personnel) on Grade APIII and regrade to Grade APIV.

## **22. National Agreements: First Aid Allowance: Car and Motor Cycle Allowance**

Submitted report by the Assistant Chief Executive (Personnel) on amendments to the Conditions of Service in relation to the First Aid Allowance and Car and Motor Cycle Allowances, as agreed by the Scottish Council.

The Committee agreed to adopt the revised Conditions of Service detailed in Circulars SJC2 on the First Aid Allowance; and SJC3 on the Car and Motor Cycle Allowances.

## **23. Conferences/Seminars**

Submitted invitation to attend a COSLA seminar on the McIntosh Commission Report to be held in Edinburgh on 28 June 1999.

The Committee agreed to authorise the Leader and Depute Leader of the Council to attend the Seminar.

The meeting ended at 2.45 p.m.