

Property Services Committee  
21 January 2003

**IRVINE, 21 January 2003** - At a Meeting of the Property Services Committee of North Ayrshire Council at 2.00 p.m.

**Present**

Thomas Barr, Stewart Dewar, John Bell, Gordon Clarkson, Ian Clarkson, David Gallagher, James Jennings, Elizabeth McLardy, Margaret Munn, David O'Neill, John Sillars and Richard Wilkinson.

**In Attendance**

T. Orr, Corporate Director (Property Services), O. Clayton, Head of Housing, J. Currie, Head of Cleansing, Grounds Maintenance and Transport, N. Buchan, Head of Roads (Property Services); L. Morton, Finance Manager (Finance); J. Stevenson, Communications Officer, S. Bale, and J. Bannatyne, Corporate and Democratic Support Officers (Chief Executive's).

**Apologies for Absence**

Jacqueline Browne, Drew Duncan, Jane Gorman, Margaret McDougall, Robert Rae and Samuel Taylor.

**1. Minutes**

The Minutes of the Meeting of the Committee held on 26 November 2002, copies of which had previously been circulated, were confirmed.

**2. Ayrshire Timber Transport Group: Agreed Route Map**

Submitted report by the Corporate Director (Property Services) on the development and launch of an Agreed Route Map for the haulage of timber on rural road networks throughout Ayrshire.

A local Timber Transport Group set up in 1998 to address issues and problems associated with the extraction and transport of timber has collected information on growing areas, predicted dates of extraction and points of access to the public road network. The main concerns for North Ayrshire related to a few locations on Arran which connect forestry areas to the island's A and B roads. After considerable discussion and negotiation between the Ayrshire roads authorities and the various partners within the Timber Transport Group on the categorisation of roads to assess their suitability for the movement of timber, the information obtained has been collated and presented as an Agreed Route Map for Ayrshire. The map will help to plan timber extraction while reducing the effects of timber transport on rural roads and communities. The official launch of the Agreed Route Map by Allan Wilson, Deputy Minister for Rural Development will be held on 24 February 2003.

The Committee agreed (a) that the Council be represented at the official launch by the Chair, or Vice-Chair or their nominee; and (b) that the Corporate Director (Property Services) submit a report on progress to a future meeting.

### **3. Strategic Waste Fund: £6 million for Local Authority Recycling and Composting**

Submitted report by the Corporate Director (Property Services) on proposals for the allocation of additional funding provided by the Scottish Executive for recycling and composting.

North Ayrshire has been awarded £152,000 from an additional allocation to local authorities by the Scottish Executive of £6 million during the current financial year for recycling and composting. The Scottish Executive has requested the provision of a programmed spend showing relevant milestones in relation to the achievement of targets.

The projects by the Council include the purchase of a specially adapted collection vehicle to enable the provision of facilities for the recycling of timber and green waste to be introduced at 2 civic amenity sites and the expansion of mini recycling centres. A further two new specially adapted vehicles will be purchased to improve the current collection arrangements for white goods for recycling. It is also proposed to introduce a separate service for the collection of newspapers/magazines in a joint venture with Cheshire Recycling to 25,000 households in North Ayrshire. There will be an arrangement with a local licensed operator of a transfer station to take waste from an outlying civic amenity site for sorting which will involve revenue costs of £28,000 per annum resulting in the recycling of 1,830 tonnes of civic amenity waste which is 55% of the 3,330 tonnes of waste currently delivered to the site. Consultants have been employed to investigate waste minimisation and recycling on Arran and a limited amount of funding has been secured.

The introduction of the new proposals assisted by the additional funding should result in an increase from the recycling figure for 2002 of 10.67% to 18.51% for the year 2003/04. An initial progress report requires to be submitted to the Scottish Executive by the end of June 2003 reviewing the extent to which the programmed plan has achieved its aims with a final report submitted no later than 2004.

The Committee agreed (a) to approve the programmed spend proposals towards meeting the 25% recycling targets previously set by the Scottish Executive; and (b) that the Corporate Director (Property Services) report on the progress of the waste disposal programme for Arran to a future meeting.

## **4. Tenders**

### **4.1 Lighting Maintenance Contract**

Submitted report by the Corporate Director (Property Services) on tenders received for the renewal of the Lighting Maintenance Contract for the period 1 April 2003 - 31

March 2006.

The Committee agreed to accept the lowest tender of £1,292,820.30 submitted by Jarvis Plc.

#### **4.2 Largs Flood Prevention Scheme**

Submitted report by the Corporate Director (Property Services) on tenders received for the construction works under the Largs Flood Prevention Scheme 2002.

The Committee agreed to accept the lowest tender in the corrected amount of £779,668.15 submitted by Kelburne Construction.

#### **5. Service Improvement Conference**

Submitted report by the Corporate Director (Property Services) on a proposal to establish an annual staff conference for Housing Services' staff.

As a result of the introduction of a new inspection process by Communities Scotland, the Council's Housing Services require to meet performance standards which are set nationally for most areas of the service. The Council will require to demonstrate that it makes the best use of its people and its physical resources to achieve value for money, continuous improvement and to deliver high quality services. In addition to a number of measures which have already been put in place to improve staff communication and involvement in policy development and service improvement, it is proposed that an Annual Service Improvement Conference be held for all staff within Housing Services at the beginning of each new financial year. Its aim would be to motivate staff by reviewing Service Plan achievements, to increase understanding of the need for change and improvements and to explore with staff the wider strategic issues facing the Housing Service and to gain commitment to achieving next year's targets. Emergency cover only will be provided during this one-day conference.

The Committee agreed to approve the introduction of an Annual Service Improvement Conference for Housing Services' staff.

#### **6. Revenue Budget 2002/03: Budgetary Control**

Submitted report by the Assistant Chief Executive (Finance) on the budgetary control position for Property Services at the end of November 2002, and projections for the financial year 2002/03.

Noted.

The meeting ended at 2.35 p.m.