

Corporate Services Committee  
8 September 1999

**Irvine, 8 September 1999** - At a Meeting of the Corporate Services Committee of North Ayrshire Council at 2.00 p.m.

**Present**

David Munn, Samuel Gooding, Robert Reilly, John Donn, David Gallagher, Jane Gorman, Elliot Gray, Elisabeth Marshall, Elizabeth McLardy, John Moffat, Alan Munro, David O'Neill, Robert Rae, John Reid and Samuel Taylor.

**In Attendance**

B Devine, Chief Executive; B MacDonald, Assistant Chief Executive (Development and Promotion); M Macfarlane, Assistant Chief Executive (Personnel); I Mackay, Assistant Chief Executive (Legal and Regulatory); D Addison, Head of Revenue Service (Finance); G Lawson, Principal Policy Officer and S Bale, Administration Officer (Chief Executive's).

**Chair**

Mr Munn in the Chair.

**Apologies for Absence**

Jack Carson and Ian Clarkson.

**1. Minutes Confirmed**

The Minutes of the Meeting of the Committee held on 23 June 1999, copies of which had previously been circulated, were confirmed.

**2. Joint Venture Directors**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the need to appoint Directors to North Ayrshire Ventures, the joint venture company to develop property within North Ayrshire, principally in the Call Centre Market.

The Committee agreed to appoint Councillors David O'Neill and David Munn and the Assistant Chief Executives (Finance) and (Development and Promotion) as Directors of the North Ayrshire Ventures Company.

**3. Capital Expenditure: Town Centres and Derelict Land**

Submitted report by the Assistant Chief Executive (Development and Promotion) on proposals for expenditure of part of the Capital identified in the Capital Plan for Town Centres and Derelict Land.

Arising from the discussion on this item, Councillor Gooding advised the meeting of proposals by the Clydesdale Bank to close their Stevenston and Ardrossan

Branches.

The Committee agreed (a) to seek bids from the established Town Centre Management Groups for up to £5,000 towards physical improvements within the area covered by their Group, to be met from the Capital Programme on condition that the Council's contribution is matched by Enterprise Ayrshire and where appropriate, the traders themselves; (b) to make a contribution from these funds towards the cost of a feasibility study on the regeneration of the shopping areas within West Kilbride; (c) that a report be submitted to a future meeting of the Committee on the work being undertaken by Officers to generate interest in establishing similar initiatives in other areas of the Council; and (d) to make representations to the two local MPs and MSPs about the proposed closure by the Clydesdale Bank of their branches in Stevenston and Ardrossan and the effect that the withdrawal of these services will have on the local communities.

#### **4. Millport: County Garage**

Submitted report by the Assistant Chief Executive (Development and Promotion) on developments at the County Garage, Millport and to seek assistance for the organisation.

The Committee agreed to grant £5,000 to the County Garage, Millport towards the costs of the re-development of the Garage.

#### **5. Garnock Valley Developments**

Submitted report by the Assistant Chief Executive (Development and Promotion) on proposals to take a corporate approach to various developments in the Garnock Valley.

The Committee agreed (a) to establish an Officer Working Group to undertake a corporate approach to regeneration and development within the Garnock Valley; and (b) to continue to support the Beith Town Centre Initiative, subject to a report to a future meeting on the financial implications prior to any commitment being made.

#### **6. Tourism Consultation Response**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the Council's response to a consultation paper on Tourism. The response had already been submitted to the Scottish Executive to meet its deadline.

The Committee agreed to homologate the action of the Assistant Chief Executive (Development and Promotion) in responding to the Scottish Parliament Consultation Document "A New Strategy for Scottish Tourism".

## **7. Review of the Assisted Areas Map**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the outcome of the recently announced review of the Assisted Area Map and the implications for North Ayrshire.

The Committee agreed (a) to welcome the decision to grant Assisted Area Status to most of the North Ayrshire mainland, Arran and the Cumbraes, but expressed their disappointment that 4 wards have been excluded which have areas within them of severe deprivation; (b) to note the action of the Assistant Chief Executive (Development and Promotion) in making written representations to the Scottish Executive regarding the exclusion of these wards; and (c) that the Assistant Chief Executive (Development and Promotion) to continue to make representations to the Scottish Executive to pursue 100% coverage for North Ayrshire.

## **8. Capital Receipts: Development Fund**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the setting up of a Development Fund for regeneration purposes. The fund would be used to acquire property adjacent to Council property which has already been declared surplus to requirements, where the purchase of the adjacent property could enhance the marketability of the Council site.

The Committee agreed (a) to approve the establishment of a Regeneration Development Fund, funded from Capital Receipts from property disposals; and (b) that the Assistant Chief Executive (Finance) in conjunction with the Assistant Chief Executive (Development and Promotion) (i) establish the necessary procedures for the setting up and operation of the Fund and the Guidelines for assessing acquisition opportunities; and (ii) report back on any acquisitions proposed on an individual basis.

## **9. Irvine: Industrial Estate: 3 Kyle Road: Unit 11**

Submitted report by the Assistant Chief Executive (Development and Promotion) on a Minute of Waiver to be granted for consent to alternative uses at 3 Kyle Road, Irvine Industrial Estate.

The Committee agreed to approve the terms for a Minute of Waiver to be granted to David McAllister for consent to alternative uses at 3 Kyle Road, Irvine Industrial Estate.

## **10. Irvine: 102 Portland Avenue**

Submitted report by the Assistant Chief Executive (Development and Promotion) on terms for the lease renewal over Factory 102, Portland Avenue, Irvine.

The Committee agreed to approve the terms for the lease renewal of Factory 102, Portland Avenue, Irvine, to Annick Chemicals/Annfield Supplies for a period of five

years from 1 October 1999 at a rental of £8,250 per annum.

**11. Irvine: Rubie Crescent: Proposed District Gas Governor Installation**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the sale of land at Rubie Crescent, Irvine.

The Committee agreed to approve the sale of approximately 100 square metres of land at Rubie Crescent, Irvine to Transco at a price of £1,000 plus costs.

**12. Irvine: Paterson Avenue**

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

The Committee agreed to authorise acceptance of the offer to purchase land at Paterson Avenue, Irvine, from Mr A McGregor for the sum of £18,219 excluding VAT.

**13. Irvine: 60 Bank Street: Relocation of Criminal Justice Services Offices**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the proposed lease of office premises at 60 Bank Street, Irvine.

The Committee agreed to approve the terms for the lease of 60 Bank Street, Irvine to Social Services for the relocation of the Criminal Justice Services from 20 Bank Street for an initial period of five years at a rental of £10,000 per annum.

**14. Irvine: 14 Eglinton Street and Speyburn Place  
Glengarnock: 29 Main Street**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the disposal of properties at 14 Eglinton Street, Irvine, Speyburn Place, Irvine and 29 Main Street, Glengarnock.

The Committee agreed to homologate the action of the Chair in authorising the sale of (a) 14 Eglinton Street, Irvine, to Doctor S C Sharma for the sum of £24,000; (b) the site at Speyburn Place, Irvine, to Henry Boot Homes Ltd for the sum of £280,000; and (c) 29 Main Street, Glengarnock, to Mr A Beveridge for the sum of £10,000.

**15. Irvine: Land at Meadowhead Industrial Estate**

Submitted report by the Assistant Chief Executive (Development and Promotion) seeking homologation of the action of the Chair of the Executive and Ratification Committee in approving a reduction in the disposal price of land at Meadowhead Industrial Estate, Irvine.

The Committee agreed to homologate the action of the Chair of the Executive and Ratification Committee in approving the reduction in the sale price of land at Meadowhead Industrial Estate, Irvine from £227,500 to £205,000.

**16. Dreghorn: Corsehill Mount Road: Development Site**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the sale of land at Corsehill Mount Road, Dreghorn.

The Committee agreed to approve the terms for the sale of the site extending to 9,075 square metres or thereby at Corsehill Mount Road, Dreghorn to Messrs T and E Docherty in the sum of £54,000.

**17. Kilwinning: 26 Stevenston Road: Ground to Rear of**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the sale of ground for access and garden at 26 Stevenston Road, Kilwinning.

The Committee agreed to approve the terms for the sale of 113 square metres of land, including the granting of a wayleave to provide a sewerage connection, to the rear of 26 Stevenston Road, Kilwinning to Mr E McLaughlin for the sum of £2,650.

**18. Kilwinning: 3 Almswall Road/143 Main Street: Shop Unit**

Submitted report by the Assistant Chief Executive (Development and Promotion) on terms for the lease renewal of the shop unit at 3 Almswall Road Kilwinning.

The Committee agreed to approve the terms for the lease renewal of the shop unit at 3 Almswall Road, Kilwinning, to Hollywood Video (Retail) Ltd for a period of 5 years from a date of entry to be agreed at a rental of £9,500 per annum.

**19. Stevenston: Kerelaw Road: Kerelaw Depot**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the sale of the depot at Kerelaw Road, Stevenston.

The Committee agreed to approve the terms for the sale of the property at Kerelaw Depot, Kerelaw Road, Stevenston, to the sitting tenant John Meehan and Sons for the sum of £10,000, excluding VAT.

**20. Ardrossan: Barr Place: Lock-Up Store**

Submitted report by the Assistant Chief Executive (Development and Promotion) renewal of the lease of a lock-up store at Barr Place, Ardrossan.

The Committee agreed to approve the renewal of the lease of the lock-up store, Barr Place, Ardrossan, to Marie Curie Cancer Care on a month-to-month basis at a rental of £1 per annum if asked.

**21. Kilbirnie: 33 Cochrane Street: Former Cleansing Store**

Submitted report by the Assistant Chief Executive (Development and Promotion) on the terms of sale of the former Cleansing Store at 33 Cochrane Street, Kilbirnie.

The Committee agreed to approve the terms for the sale of the store at 33 Cochrane Street, Kilbirnie, to Mr Wells for the sum of £1,500.

**22. Largs: Flatt Road**

Submitted report by the Assistant Chief Executive (Development and Promotion) on renewal of lease of premises at Flatt Road, Largs.

The Committee agreed to approve the terms for the renewal of the lease of the premises at Flatt Road, Largs, to Largs and District Community Association for a period of 15 years from a date of entry to be agreed at an initial rental of £1 per annum if asked.

**23. Delegated Powers: Property Reports**

Submitted report by the Assistant Chief Executive (Development and Promotion) on property transactions approved in terms of the Scheme of Delegation to Officers over the period 4 March to 13 August 1999.

Noted.

**24. Noise Investigation Protocol**

Submitted report by the Assistant Chief Executive (Legal and Regulatory) on the review of noise complaints in 1998/99 and seeking approval for the adoption of a noise investigation protocol.

The Committee agreed to adopt the Noise Investigation Protocol.

**25. Draft Regulations for the Licensing of Butchers' Shops in Scotland**

Submitted report by the Assistant Chief Executive (Legal and Regulatory) on the latest Government proposals for the licensing of butchers' shops in Scotland and commenting on the proposals. In general the proposals are to be welcomed but further clarification is required on certain aspects.

The Committee agreed to approve the comments on the Draft Scottish Regulations for the licensing of Butchers' Shops in Scotland, for submission to the Scottish Executive.

**26. Civic Government (Scotland) Act 1982: Taxi and Private Hire Car Vehicle Inspections**

Submitted report by the Assistant Chief Executive (Legal and Regulatory) on a request from the Automobile Association for an increase in the vehicle inspection fee.

The Committee agreed (a) to approve the increase in (i) the full test fee for Taxi and Private Hire Car vehicles from £67.54 to £69.00; and (ii) the re-test fee from £33.77 to £37.00, inclusive of VAT, both with immediate effect; (b) to approve the increase in the charge to licence-holders for (i) substitute vehicles from £98.44 to £99.90; and (ii) re-test of substitute vehicles to £37.00, both with effect from 1 October 1999; (c) to retain the application/renewal fee for Taxis and Private Hire Cars at its current charge of £270, subject to a full review of the fee at a later date; and (d) to retain the cancellation fee at its current charge of £25.00.

**27. Finance Sub-Committee**

Submitted report by the Assistant Chief Executive (Finance) on the establishment of a Sub-Committee of the Corporate Services Committee to consider relief and recovery action for Business Rates and appeals on Council Tax.

The Committee agreed to establish a Finance Sub-Committee of the Corporate Services Committee comprising the Chair and Vice-Chairs, the Ex-officio Members and the Local Member concerned for that item only, to consider relief and recovery action on Business Rates and appeals on Council Tax.

**28. Council Tax, Community Charges, Non-Domestic Rates: Arrears Write-Off**

Submitted report by the Assistant Chief Executive (Finance) requesting authority to write off arrears of Council Tax, Community Charge and Rates identified as irrecoverable and to the rates outstanding for 1995/96.

The Committee agreed to approve the specific and global write-offs of Council Tax, Community Charge and Rates identified as irrecoverable and to the Rates outstanding for 1995/96, as detailed in Appendices 1 and 2 to the report.

## **29. Property Services: Staffing Report on Leisure Catering**

Submitted report by the Assistant Chief Executive (Personnel) on proposed staffing amendments within Property Services (Leisure Catering). These amendments have been proposed due to the need to rationalise organisational structures prior to any transfer to a Leisure Trust.

After discussion, the Committee agreed to approve changes to the staffing establishment within Leisure Catering, being (a) to delete the post of General Manager at the Magnum Leisure Centre and establish a post of Area Catering Manager (Grade APIV); (b) to delete the post of Assistant Manager at the Magnum Leisure Centre and establish a post of Catering Manager (GS3); (c) to re-designate the post of Revenue Controller at the Magnum Leisure Centre to that of Clerical Assistant, with no change to the grade; (d) to establish the post of Cook (Grade MW4) at the Magnum Leisure Centre; (e) to delete the post of Catering Officer (Grade APII) at Vikingar; (f) to delete the temporary Catering Manager post (Grade GS1/2) at Vikingar and to establish the post of Catering Manager (Grade GS3); (g) to establish the post of Cook (Grade MW4) at Vikingar; (h) to amend the establishment of Relief Catering Assistant posts (35 posts, various grades and hours of duty) to 29 permanent posts of Catering Assistant (Grade MW1), as follows:-Magnum - 8 @ 20 hours and 6 @ 10 hours; Harvies - 10 @ 10 hours; and Vikingar - 4 @ 10 hours and 1 @ 15 hours; (i) that a relief budget of £24,438 be allocated to employ relief staff as and when required; and (j) that the Conditions of Service of all posts listed be in line with those applicable to new-starts within leisure establishments.

## **30. Educational Services: Community Programme Officer**

Submitted report by the Assistant Chief Executive (Personnel) on the appointment of a Community Programme Officer on a partnership basis with Inverclyde Scottish National Sports Training Centre.

The Committee agreed to approve the establishment of a Community Programme Officer (Grade API) on a partnership basis with Inverclyde Scottish National Sports Training Centre, on a fixed-term contract for a period of three years.

## **31. Scottish Joint Council for Local Government Employees Circular SJC/5: Millennium Holiday Working Arrangements**

Submitted report by the Assistant Chief Executive (Personnel) on the terms of a revised circular from the Scottish Joint Council for Local Government Employees and discussions with the Trades Unions on the one day holiday granted to employees, excluding Teachers, in respect of the Millennium holiday period.

The Committee agreed to approve the application of the revised national agreement on pay and conditions of service over the Millennium holiday period only, as follows:-

(a) to grant an additional public holiday to employees, excluding teaching staff, over the period 31 December 1999 to 4 January 2000, in recognition of the Millennium;



- (b) that employees required to work on a designated public holiday will receive normal enhancements for working, in accordance with existing Conditions of Service;
- (c) that employees required to work between 8.00 p.m. on 31 December 1999 and midnight on 1 January 2000 will receive, in addition to existing pay arrangements, a flat rate Millennium payment of £100;
- (d) that employees required to be on standby between 8.00 p.m. on 31 December 1999 and midnight on 1 January 2000 will receive, in addition to existing pay arrangements, a flat rate payment of £50 with a further £50 payment should they be called to attend work during that period; and
- (e) to authorise the Assistant Chief Executive (Personnel) to continue discussion with the Trades Unions on the detailed arrangements for the implementation of the revised Scottish Joint Council for Local Government Employees circular.

**32. Scottish Joint Council for Local Government Employees: Single Status Agreement**

Submitted report by the Assistant Chief Executive (Personnel) on the implications of the Single Status Agreement for North Ayrshire Council.

The Committee agreed to authorise the Assistant Chief Executive (Personnel) to negotiate with the Trades Unions to agree (a) the implementation plan for the Single Status agreement; and (b) the means by which offsetting cost savings are found.

**33. Annual Conference: Society of Directors of Personnel in Scotland: Turnberry: 24 to 26 November 1999**

Submitted report by the Assistant Chief Executive (Personnel) on an invitation to attend the Society of Personnel Directors in Scotland Annual Conference to be held in Turnberry from 24 to 26 November 1999.

The Committee agreed to defer a decision on attendance at this Conference until after the Budget Seminar has been held on 16 September 1999.

**34. Appeals Sub-Committee**

Submitted the annexed report, Appendix CS1, being the Minutes of the Meeting of the (Appeals) Sub-Committee held on 20 August 1999.

Noted.

**35. Budgetary Control**

Submitted report by the Assistant Chief Executive (Finance) on the budgetary control position for Corporate Services at the end of July 1999 and projections for the financial year 1999/2000.

The Committee agreed (a) that the Chief Executive, in consultation with the Chair, continue to monitor the financial position, to agree measures to reconcile expenditure with the agreed budget and to report back to the Committee on any further action which may be required; and (b) to note the current financial position and the year-end projections.

### **36. Service Plans**

Submitted report by the Chief Executive on the Service Plans for Corporate Services for the financial year 1999/2000.

The Committee agreed to approve the Service Plans for 1999/2000 for Corporate Services.

### **37. Urgent Item**

The Chair agreed that the following item be considered as a matter of urgency.

### **38. Support for the National Mod, Largs 2002**

Submitted report by the Assistant Chief Executive (Development and Promotion) on support for the National Mod, Largs, 2002.

In mid-August 1999, the Council was invited at short notice, along with Enterprise Ayrshire to support a bid to have the National Mod 2002 take place in Largs. In view of the urgency, consultations took place with the Chair, the Leader of the Council and the Chief Executive, who indicated that the Council would be willing to support the bid to host the Mod, including a financial contribution. Enterprise Ayrshire has also indicated its commitment.

The National Mod, the largest Festival in Scotland, outside the Edinburgh Festival, is likely to draw a considerable number of competitors and visitors to Largs and as it takes place in the second week of October, is also likely to add to the length of the tourism season in Largs in that particular year.

The Committee agreed (a) to homologate the decision of the Chair to contribute £50,000 to the organising costs of the 2002 Mod at Largs; (b) to make provision in the budget for the Year 2002/2003 for this sum; and (c) to instruct the Assistant Chief Executive (Development and Promotion) to continue detailed negotiations with the organisers of the National Mod to clarify the additional costs which may fall to the Council and the likely economic benefit to Largs and North Ayrshire of the Mod in 2002.

The meeting ended at 3.00 p.m.