

Property Services Committee
1 September 1999

Irvine, 1 September 1999 - At a Meeting of the Property Services Committee of North Ayrshire Council at 2.00 p.m.

Present

Joseph McKinney, John Bell, Stewart Dewar, Thomas Barr, Jacqueline Browne, Gordon Clarkson, Ian Clarkson, David Gallagher, Jane Gorman, James Jennings, Margaret McDougall, Elizabeth McLardy, Margaret Munn, David O'Neill, Robert Rae, John Sillars and Samuel Taylor.

In Attendance

B Devine, Chief Executive; T Orr, Corporate Director (Property Services); Neil Buchan, Head of Roads; J Currie, Head of Cleansing, Grounds Maintenance and Transport; F Kelly, Head of Housing; J Paul, Head of Technical Services; A Smart, Head of Building Services; K Wilson, Head of Catering and Cleaning (Property Services); D Nibloe, Chief Financial Accountant (Finance); M McCormick, Media Relations Officer; M Adams, Corporate Policy Officer and J Bannatyne, Administration Officer (Chief Executive's).

Chair

Mr McKinney in the Chair.

Apologies for Absence

Richard Wilkinson.

1. Minutes Confirmed

The Minutes of the Meeting of the Committee held on 16 June 1999, copies of which had previously been circulated, were confirmed.

2. Programme for Scottish Homes Investment in North Ayrshire

Submitted report by the Corporate Director (Property Services) on a proposed joint investment programme with Scottish Homes in accordance with the new Strategic Agreement, which will involve an anticipated annual investment of approximately £3m to North Ayrshire, although this is not guaranteed beyond the current year.

The Committee agreed (a) to instruct the Corporate Director (Property Services) to negotiate with Scottish Homes to progress specific projects which fulfil Strategic Agreement objectives; (b) that the Corporate Director (Property Services) ensure that local Members are kept advised on progress in the identification of proposed sites for the new developments detailed in the report; and (c) to note the Scottish Homes investment programme in North Ayrshire for the current year and the provisional future programme.

3. Isle of Cumbrae: Consultation with Tenants on Stock Transfer to Cunninghame Housing Association

Submitted report by the Corporate Director (Property Services) on the outcome of consultations with tenants on Cumbrae regarding the possible transfer of 57 council-owned properties to Cunninghame Housing Association.

A Tenants' Preference Survey was carried out in June which indicated that 51% of tenants on Cumbrae are in favour of transfer, with around 16 tenants as yet undecided. Two properties, 2 and 4 Kames Street have been empty for some time due to letting difficulties and have been considered separately.

In view of the outcome of these consultations, it is intended that all tenants be balloted by the Electoral Reform Society in October 1999 on whether they wish to transfer to Cunninghame Housing Association.

The Committee agreed (a) to a ballot of tenants on Cumbrae on whether they wish to transfer to the Cunninghame Housing Association and to transfer this stock in the event of a positive ballot; (b) to the disposal of 2 and 4 Kames Street on the open market; and (c) that the Council be kept informed of the outcome of the ballot and any matters arising therefrom.

4. External Rent Collection Service

Submitted report by the Corporate Director (Property Services) on a proposal to cease the External Rent Collection to redeploy staff to the recovery of rent arrears.

This Service which is provided to around 12% of tenants, costs approximately £30,000 more than the most expensive of the other methods of collection available. The cost of upgrading the hand-held computers used by the External Rent Collectors to make them Year 2000 compliant is approximately £40,000. A further £30,000 will be required for a replacement vehicle.

After a full discussion, the Committee agreed (a) that the External Rent Collection service cease from October 1999 and that the rent collection staff be redeployed to the recovery of rent arrears; and (b) that the Corporate Director (Property Services) report to a future meeting on the steps taken to address the concerns expressed by the Committee in relation to the possible effects of this change on the tenants currently using the External Collection Service.

5. Competition in the Domestic Electrical and Gas Markets: Empty Houses

Submitted report by the Corporate Director (Property Services) on a proposal that the Council enter into a one-year agreement with Scottish Power to become the sole supplier of electricity and gas to all empty houses throughout North Ayrshire.

The Committee agreed (a) to appoint Scottish Power as the supplier of gas and electricity to the Council in respect of all empty houses for a trial period of one year; and (b) that the Corporate Director (Property Services) report to a future meeting on the implications of this decision for the Islands and keep the Local Members advised.

6. Public Transport Fund: 2000/2001: Bid by North Ayrshire Council

Submitted report by the Corporate Director (Property Services) on the submission of a bid for the Public Transport Fund in 2000/2001 totalling £206,000 for measures which will support and encourage the use of existing public transport services through local infrastructure improvements. The bid, full details of which were given in the report, was submitted to the Scottish Executive to meet a deadline of 16 August 1999.

The Committee agreed to homologate the bid submitted for projects under the Public Transport Fund.

7. The Road Traffic Reduction Act 1997: Interim Report to Scottish Executive

Submitted report by the Corporate Director (Property Services) on an Interim Report prepared for North Ayrshire on current traffic levels for the whole of the Ayrshire Joint Structure Plan area, including a statement covering the transport situation and broad policy issues within North Ayrshire, which was forwarded to the Scottish Executive to meet its deadline.

The Committee agreed to homologate the submission to the Scottish Executive of the Interim Road Traffic Reduction Report.

8. “The Way Ahead - Future Management and Maintenance of the Trunk Road Network”

Submitted report by the Corporate Director (Property Services) on the Council's response to a former Scottish Office Consultation Document entitled “The Road Ahead” giving the Council's views on the types and numbers of future contracts for the Trunk Road Network from 1 April 2001. The response has already been submitted to the Scottish Executive to meet its deadline.

The Committee agreed (a) to homologate the response made to the Scottish Executive on the consultation document ‘The Road Ahead’; and (b) to authorise the Corporate Director (Property Services) to assist in pricing the tender for the new Trunk Road Agency Contract.

9. Irvine: Multi-Storey Blocks: Window Replacement and External Render

Submitted report by the Corporate Director (Property Services) on the acceptance of a tender in respect of the installation of windows and associated insulated render in the Irvine multi-storey blocks. In order to progress the work as quickly as possible, acceptance of the lowest tender was authorised by the Leader of the Council and the Chief Executive.

The Committee agreed to homologate the acceptance of the lowest tender of £553,417.77 from Telling (UK) Ltd for the installation of living room windows in the Irvine multi-storey flats.

10. Housing Gas Maintenance Contract

Submitted report by the Corporate Director (Property Services) on three tenders received in respect of the Housing Gas Maintenance Contract which is advertised every three years and which provides for an annual service and all necessary repairs to approximately 13,000 gas central heating systems to ensure they are maintained in an operational and safe condition.

The Committee agreed to approve acceptance of the lowest tender of £623,680 from James Frew Ltd.

11. Isle of Arran: Care and Repair Scheme

Submitted report by the Corporate Director (Property Services) on proposed changes to the level of grant assistance available under the Isle of Arran Care and Repair Scheme which was introduced to help owner/occupiers on Arran remain in their homes by assisting with repair works to their houses and providing appropriate care and support.

The Committee agreed (a) that the rate of grant assistance for all clients under the scheme be raised to 75% in respect of improvement grants and 90% in respect of lead grants; and (b) that in appropriate circumstances the consent of the First Minister be requested to increase approved expense limits for grant purposes above the normal maximums of £5,500 for repairs grants (including lead grants) and £12,600 for improvement grants.

12.Irvine: Annick Water: Bank Stabilisation

Submitted report by the Corporate Director (Property Services) on the acceptance of the lowest offer of £18,750 (Area 1) and £14,325 (Area 2) from I H Borland (Contractors) Ltd to carry out works in relation to bank stabilisation at Annick Water, Irvine.

Noted.

13.Tenders for Vehicles 1999/2000

Submitted report by the Corporate Director (Property Services) on the Replacement Vehicles Programme for 1999/2000.

The Committee noted the acceptance of tenders for the second phase of the replacement vehicles programme.

14.Stevenston: Cleansing Depot at Station Road

Submitted report by the Corporate Director (Property Services) on the Cleansing Depot at Station Road, Stevenston which has been vacated and is no longer required by the Cleansing Service.

The Committee agreed to declare the Cleansing Depot at Station Road, Stevenston, surplus to requirements.

15.National Waste Strategy: Scotland

Submitted report by the Corporate Director (Property Services) on the production by the Scottish Environmental Protection Agency (SEPA) of a Draft National Waste Strategy for Scotland, including details of the Council's response.

Noted.

16.Kilwinning: River Garnock Banking at Bridgend

Submitted report by the Corporate Director (Property Services) on the condition of an area of banking beside the River Garnock at Bridgend, Kilwinning, which is making an existing public footpath unsafe for pedestrian use due to ground slippage.

The Committee agreed (a) that the path along the bank of the River Garnock at Bridgend, Kilwinning be closed off; and (b) that the Corporate Director (Property Services) submit a bid for the re-instatement works to be considered in next year's Capital Plan budget process.

17. Private Sector Housing Grants

Submitted report by the Corporate Director (Property Services) on grant applications for Private Sector Housing Grants.

The Committee agreed (a) to approve the applications for grant as detailed in Appendix PS1; and (b) that any increases approved under changes to the Care and Repair Scheme for Arran be incorporated into these grants.

18.Contracts for Works: Final Measurements

Submitted report by the Corporate Director (Property Services) on Final Measurements agreed for various contracts carried out by North Ayrshire Council, the former Cunninghame District Council and the former Strathclyde Regional Council.

The Committee noted the final accounts for the contracts as detailed at Appendix PS2.

19.Budgetary Control

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

The Committee agreed (a) that the Corporate Director (Property Services) 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, the year-end projections and the associated management action which has been taken to date to address the anticipated shortfalls.

20.Service Plans 1999/2000

Submitted report by the Corporate Director (Property Services) on Service Plans for all service areas within Property Services.

The Committee agreed to approve the Service Plans for 1999/2000 for Housing Services, Catering and Cleaning Services, Roads Services, Technical Services, Building Services, Transport (Internal), Cemeteries, Grounds Maintenance, and Cleansing.

The meeting ended at 3.35 p.m.

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Appendix No **PS1**

Please contact Policy/Administration for this Appendix.

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Appendix No **PS2**

CONTRACTS FOR WORKS
SUMMARY OF FINAL MEASUREMENTS

| | CONTRACT | TENDER | FINAL ACCOUNT | OVER/UNDER EXPENDITURE +/- | REASONS |
|---|--|-------------|------------------|----------------------------------|---|
| 1 | Branch Library, Brodick, Isle of Arran | £211,510.32 | £217,018.36 | +£5,508.04 | Additional electric works, installation of intruder alarm sy |
| 2 | External and Fabric Painterwork 221 Houses, Kilbirnie | £61,001.90 | £99,218.98 | +£38,217.08 | Additional 49 houses together v fencing instructed |
| 3 | Dampness and Rot Eradication Work | £26,275.32 | £25,756.12 | -£519.20 | Contingency allowance not full |

| | | | | | |
|---|--|------------|------------|------------|---|
| | 20 Claremont Crescent, Kilwinning | | | | expended. |
| 4 | Dampness and Rot Eradication Works 55 Kerr Avenue, Saltcoats | £12,172.40 | £12,690.81 | +£518.41 | Additional work to toilet and kitchen |
| 5 | Re-rendering to 34 Houses Kilwinning, Dalry and Stevenston | £93,886.16 | £86,688.35 | -£7,197.81 | Contingency allowance not fully expended. Reduction in rendering |
| 6 | Moorpark Primary School, Kilbirnie Remedial Work to Flat Roof | £44,978.64 | £51,813.22 | +£6,834.58 | Additional roof areas instructed |
| 7 | Ardrossan Civic Centre Roof, Wall and Toilet Improvement | £24,189.54 | £28,480.11 | +£4,290.57 | Additional gutters, renewal of a cement sheet, sundry additional |

| | CONTRACT | TENDER | FINAL ACCOUNT | OVER/UNDER EXPENDITURE +/- | REASONS |
|----|---|------------|------------------|----------------------------------|--|
| 8 | 15 and 17 Eglinton Street, Irvine Repair of Structural Defects | £20,181.95 | £20,500.00 | +£318.05 | Sundry additional works |
| 9 | Re-Roofing - 21 Houses, Kilbirnie | £78,336.20 | £70,080.50 | -£8,255.70 | 2 Houses omitted. Contingency allowance not fully expended |
| 10 | Fire Damage - Re-Roofing Works 1, 3, 5 and 7 Misk Knowes, Stevenston | £26,610.78 | £24,508.54 | -£2,102.24 | Non expenditure of contingency omission of ceiling dwangs |
| 11 | Fire Damage - Internal Works | £89,434.50 | £113,613.54 | +£24,179.04 | Renewal of stud partitions and linings required. New heating |

| | | | | | |
|----|---|-------------|-------------|-------------|--|
| | 1, 3, 5 and 7 Misk Knowes, Stevenston | | | | and sanitary ware |
| 12 | Dampness and Rot Eradication Works 9 Kerr Avenue, Saltcoats | £15,426.40 | £13,355.22 | -£2,071.18 | Contingencies not expended |
| 13 | Dampness and Rot Eradication Works 22 McKellar Avenue, Saltcoats | £4,245.85 | £19,743.49 | +£15,497.64 | No. 24 McKellar Avenue added to contract. Re-write and re-plumbing required |
| 14 | Central Heating - 88 Houses, Irvine | £203,174.96 | £198,887.88 | -£4,287.08 | Contingency allowance not fully expended |
| 15 | Re-Roofing - 16 Houses, Ardrossan | £38,840.45 | £35,416.97 | -£3,423.48 | Contingency allowance not fully expended |

| | CONTRACT | TENDER | FINAL ACCOUNT | OVER/UNDER EXPENDITURE +/- | REASONS |
|----|--|-------------|------------------|----------------------------------|---|
| 16 | Central Heating - 67 Houses, Irvine (2) | £161,984.07 | £145,255.45 | -£16,728.62 | Contingency allowance not fully expended 4 Houses added |
| 17 | Re-Roofing - 20 Houses - Saltcoats | £38,093.97 | £31,951.97 | -£6,142.00 | Contingency allowance not fully expended |
| 18 | Bin Stores - Montgomerie Street and Glasgow Street, Ardrossan | £25,069.49 | £22,551.33 | -£2,518.16 | Contingency allowance not fully expended |
| 19 | Window Replacement Nethermain Community Centre, | £28,309.00 | £10,101.76 | -£18,207.24 | Proportion of existing windows retained Non expenditure of contingencies |

| | | | | | |
|----|--|-------------|-------------|-------------|--|
| | Kilwinning | | | | |
| 20 | Dampness and Rot Eradication Works 15, 16, 23 and 47 Montgomerie Terrace, Kilwinning | £70,756.83 | £62,957.13 | -£7,799.70 | Contingency allowance not fully expended Re-use of existing heating equipment in lieu of replacement |
| 21 | Alterations and Extension 24 Seton Street, Ardrossan | £40,550.74 | £37,124.93 | -£3,425.81 | Contingency allowance not fully expended |
| 22 | Overcladding and Window Replacement St. Michael's Academy | £102,253.06 | £93,062.47 | -£9,190.59 | Contingency allowance not fully expended |
| 23 | Blacklands Primary School, Replacement | £890,321.15 | £916,403.24 | +£26,082.09 | Value of fluctuations plus sundry additional works |

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|--|------------|--|--|--|--|
| | Kilwinning | | | | |
|--|------------|--|--|--|--|

| | CONTRACT | TENDER | FINAL ACCOUNT | OVER/UNDER EXPENDITURE +/- | REASONS |
|----|--|------------|------------------|----------------------------------|--|
| 24 | External Painterwork 209 Houses - Irvine | £28,135.76 | £36,140.39 | +£8,004.63 | Treatment of additional boarded fencing |
| 25 | Extension to Premises 18 Tarbet Avenue, West Kilbride | £27,318.08 | £26,604.99 | -£713.09 | Contingency allowance not full expended |
| 26 | Whitehirst Park Primary School, Kilwinning Replacement Windows and Fabric Repairs | £56,807.52 | £52,281.34 | -£4,526.18 | Contingency allowance not full expended |
| 27 | UPVC Window installation 98 Houses - Kilwinning | £86,434.15 | £85,596.00 | -£838.15 | Contingency allowance not full expended |
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|----|--|-------------|-------------|-------------|---|
| 28 | UPVC Window Installation 78 Houses - West Kilbride | £81,960.02 | £82,078.00 | +£117.98 | Repairs to ingoes and soffits |
| 29 | Dampness and Rot Eradication Works 5 Patrick Avenue, Stevenston | £14,671.81 | £12,359.52 | -£2,312.29 | Contingency allowance not full expended. |
| 30 | Irvine Sub-Division Police Headquarters Landscaping Works (Phase 1) - Irvine | £8,798.10 | £8,533.10 | -£265.00 | Contingency allowance not full expended |
| 31 | Inspection and Testing etc of Electrical Installations - 1000 Houses Ardrossan, Saltcoats and Stevenston | £65,539.12 | £40,051.48 | -£25,487.64 | Contingency allowance not full expended |
| 32 | Re-Roofing - 46 Properties/Re-Rendering | £129,488.67 | £120,583.83 | -£8,904.84 | Contingency allowance not full |

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|--|----------------------|--|--|--|----------|
| | 6 Flats - Stevenston | | | | expended |
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| | CONTRACT | TENDER | FINAL ACCOUNT | OVER/UNDER EXPENDITURE +/- | REASONS |
|----|--|---------------|------------------|----------------------------------|---|
| 33 | Non-Traditional Re-Roofing 24 Houses - Dalry and Irvine | £93,544.62 | £91,330.77 | -£2,213.85 | Contingency allowance not fully expended |
| 34 | External Painterwork 163 Houses - Irvine | £23,678.50 | £32,493.10 | +£8,814.60 | Treatment of additional boarded fencing |
| 35 | Alterations to Station Garage, West Kilbride | £46,002.68 | £50,369.13 | +£4,366.45 | Addition of external steps etc Locating existing sewer and building manhole |
| | Totals | £2,969,982.71 | £2,975,602.02 | +£5,619.31 | |

