

Property Services Committee  
24 November 1999

**Irvine, 24 November 1999** - At a Meeting of the Property Services Committee of North Ayrshire Council at 2.00 p.m.

**Present**

Joseph McKinney, John Bell, 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, Samuel Taylor and Richard Wilkinson.

**In Attendance**

B Devine, Chief Executive; T Orr, Corporate Director (Property Services); N Buchan, Head of Roads; F Kelly, Head of Housing; J Paul, Head of Technical Services; K Wilson, Head of Catering and Cleaning; J Currie, Head of Cleansing Grounds Maintenance and Transport; and A Bryson, Operations Manager (Building Services) (Property Services); D Nibloe, Chief Financial Accountant (Finance); G Young, Senior Personnel Adviser (Personnel); A Clarke, Public Relations Assistant; M Adams, Corporate Policy Officer; and J Bannatyne, Administration Officer (Chief Executive's).

**Chair**

Mr McKinney in the Chair.

**Apologies for Absence**

Stewart Dewar and Thomas Barr.

**1. Minutes**

The Minutes of the Meeting held on 13 October 1999, copies of which had previously been circulated, were confirmed.

**2. Budgetary Control**

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

The Committee agreed to note (a) the current financial position and the year end projections; and (b) that unless further savings measures are identified, an overspend in the region of £635,000 will result by 31 March 2000.

**3. Health and Safety at Work Act, Etc 1974: Provision of Play Areas**

Submitted report by the Corporate Director (Property Services) on the current legislation applicable to play areas throughout North Ayrshire in relation to their design and construction.

The Committee agreed (a) to the removal of all play equipment that does not conform to the requirements of the Health and Safety at Work Etc. Act 1974; (b) to consider a bid for the provision and replacement of play facilities throughout North Ayrshire when determining the projects to be submitted for Capital funding in 2000/01; and (c) that the Head of Cleansing, Grounds Maintenance and Transport report to a future meeting on the review of existing play areas.

#### **4. 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 the ballot of tenants on the proposal to transfer the housing stock on Cumbrae to Cunninghame Housing Association, which indicated that 87.2% of tenants involved voted to transfer.

The Committee agreed that the tenants and housing stock on Cumbrae be transferred to Cunninghame Housing Association following receipt of permission from the Scottish Executive, in accordance with the tenants ballot.

#### **5. Homelessness Accommodation**

Submitted report by the Corporate Director (Property Services) on proposals to increase the supply of temporary accommodation and accommodation with support for homeless people, to further extend the existing range of temporary accommodation and to ensure its appropriateness to the needs of homeless people.

The Committee agreed (a) to provide up to 12 dispersed properties to Rowan Alba Association on terms to be negotiated, to allow them to develop supported accommodation for homeless persons; and (b) that a further 12 furnished units for homeless families be created in the Council's stock from the current Capital programme.

#### **6. Janitorial Service: A New Structure to Reflect Best Value**

Submitted report by the Corporate Director (Property Services) on proposals for a new working structure within the janitorial service.

The Committee agreed (a) to approve the changes to the janitorial working structure and the introduction of 20 - 25 Caretaker posts to provide for after school care, evening and weekend lets, all of which will take effect from January 2000; and (b) that the staffing implications be remitted to the Corporate Services Committee.

#### **7. Flood Prevention and Land Drainage (Scotland) Act 1997: Second Biennial Report**

Submitted report by the Corporate Director (Property Services) seeking approval of the Second Biennial Report on Flood Prevention and Land Drainage and of the implications of the Flood Prevention and Land Drainage (Scotland) Act 1997.

The Committee agreed (a) to approve the Second Biennial Flood Prevention Report; (b) to approve the circulation of the report to the Scottish Executive and members of the Council and relevant services; and (c) that additional revenue funding be sought to allow the Council to discharge its duties under the Act.

#### **8. Adoption of Roads**

Submitted report by the Corporate Director (Property Services) detailing the roads adopted by the Council for the period from 1 April 1997 to 31 March 1998. The adoption of these roads will necessitate funding being required to meet the additional maintenance liability.

Noted.

#### **9. Tenant Reported Housing Repairs**

Submitted report by the Corporate Director (Property Services) on proposals to transfer the receipt of tenant reported housing repairs from Housing Services to Technical Services and the restructuring of Inspection Services.

The transfer will allow existing Housing Services staff to concentrate on housing management functions such as arrears recovery and estate management. No additional staffing costs are involved and the main costs will be associated with the free-phone telephone service estimated to be £15,000 per annum.

The Committee agreed (a) that repairs reporting be transferred to Technical Services as soon as possible; (b) that a free phone number be established for the reporting of housing repairs by tenants; (c) that 3 Clerical Officer posts be established within Technical Services without increasing existing establishment numbers; (d) that 3 Senior Technical Officer posts be established within Technical Services, to be filled by internal appointment with no increase in staff numbers; and (e) that the staffing implications be remitted to the Corporate Services Committee.

**10. Proposed Closure of Depots: Building Services: Smith Street, Dalry and Heatherhouse Estate, Irvine**

Submitted report by the Corporate Director (Property Services) on the outcome of a review of the use of depots at Smith Street, Dalry and Heatherhouse Industrial Estate, Irvine.

The Committee agreed to close the depots at Smith Street, Dalry and Heatherhouse Estate, Irvine by 31 March 2000 and consolidate operations from the Main Stevenston Depot.

**11. Traffic Regulation Order: B778 Old Glasgow Road, Kilwinning**

Submitted report by the Corporate Director (Property Services) on a proposal for the introduction of a speed restriction for B778 Old Glasgow Road, Kilwinning .

The Committee agreed to approve the investigation of and preparation of a Traffic Regulation Order to extend the existing 30 mph speed limit at Old Glasgow Road, Kilwinning and that the Order be advertised.

**12. Traffic Regulation Order: Benslie Village**

Submitted report by the Corporate Director (Property Services) on a proposal to introduce a 30mph speed limit within Benslie Village .

The Committee agreed to approve the implementation of a Traffic Regulation Order to introduce this limit.

**13. Proposals for Smith Avenue, Longbar**

Submitted report by the Corporate Director (Property Services) on proposals to address the problems of housing which is very difficult to let in Smith Avenue, Longbar, in accordance with the recommendations of the Kilbirnie/Glengarnock Housing Regeneration Steering Group previously set up by the Council.

The Committee agreed (a) to stop letting the 4-in-a-block flats in Smith Avenue, Longbar; (b) to put forward the costs of demolition and landscaping for the site for consideration under the Capital Programme for 2000/01; (c) to re-house the tenants affected in the remaining flats; and (d) that the Corporate Director (Property Services) report to a future meeting on redevelopment proposals.

**14. Quality Assurance Certification: Roads Operation**

Submitted report by the Corporate Director (Property Services) on Roads Services Operations Section's accreditation under ISO 9002 for surface dressing activities .

Noted.

**15. Largs: 81 Nelson Street**

Submitted report by the Corporate Director (Property Services) on proposals to improve the condition of the private flats at 81 Nelson Street, Largs.

The Committee agreed, subject to confirmation of the owner/occupier status of the occupiers of the properties, to authorise service of Improvement Notices in terms of Section 88 of the Housing (Scotland) Act 1987 and to approve associated improvement and environmental grants as detailed in Appendix PS1.

**16. Road Humps: St. Margaret's Avenue and Peden Avenue, Dalry**

Submitted report by the Corporate Director (Property Services) on traffic calming proposals for St. Margaret's Avenue and Peden Avenue, Dalry.

The Committee agreed (a) to note the proposed installation of road humps on the existing road at St. Margaret's Avenue and Peden Avenue, Dalry; and (b) that the Head of Roads report to the next meeting on the various options available to deal with matters relating to traffic calming.

**17. Isle of Arran: Lochranza: Old Manse**

Submitted report by the Corporate Director (Property Services) on a proposal to secure the demolition of the Old Manse, Lochranza, Isle of Arran, an unoccupied detached house which is below the tolerable standard.

The Committee agreed to approve the serving of a Demolition Order in terms of Section 115 of the Housing (Scotland) Act 1987 in respect of the Old Manse, Lochranza.

**18. Road Safety Charter**

Submitted report by the Corporate Director (Property Services) on recent presentations of Road Safety Charter Certificates to North Ayrshire Council staff, schools, volunteers, national agencies and private sector companies.

The Committee agreed (a) to approve the continuation of the Charter; and (b) that members consider submitting nominations for future awards to the Head of Roads.

**19. Private Sector Housing Grants**

Submitted report by the Corporate Director (Property Services) on applications for grants under the Housing (Scotland) Act 1987.

Mrs Munn declared an interest in item IG/99/97 and took no part in the discussion.

The Committee agreed to approve the grant applications as detailed in Appendix PS2.

**22. Best Value Service Review: Catering and Cleaning Section**

Submitted report by the Corporate Director (Property Services) on the outcome of the Best Value Service Review carried out on Building Cleaning and Janitorial Services within Educational establishments.

The Committee agreed to approve the Improvement Plan arising from the Best Value Service Review.

**22. Best Value Service Review: Housing Arrears, Housing Administration, Customer Care and Voids Management**

Submitted report by the Corporate Director (Property Services) on the outcome of Best Value Service Reviews on Housing Arrears, Housing Voids Management, Housing Administration and Customer Care.

The Committee agreed to approve the Improvement Plans arising from the Best Value Service Reviews.

The meeting ended at 4.20 p.m.

**Property Services Committee**  
**24/11/99**

Appendix No **PS1**

Please contact Policy/Administration for a copy of this appendix.

**Property Services Committee**  
**24/11/99**

Appendix No **PS2**

Please contact Policy/Administration for a copy of this appendix.