

LEADERSHIP PANEL.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 6th November 2012 at 10.00 a.m.

Present: Councillors Bill McIntosh (Chair), Bill Grant, John McDowall, Rita Miller, Robin Reid, Philip Saxton and Margaret Toner.

Attending: D. Anderson, Chief Executive; H. Garland, Executive Director – Children and Community; L. Bloomer, Executive Director – Development and Environment; V. Andrews, Head of Legal and Administration; M. Williamson, Head of Curriculum and Services Improvement; K. Leinster, Head of Head of Community Care and Housing; H. Carswell, Head of Children’s Services; J. Cronin, Acting Head of Community Development; M. Newall, Head of Planning and Enterprise; D. Alexander, Head of Corporate Resources; C. Monaghan, Head of Policy, Performance and Communications; A. Greenwood, Asset Co-ordinator; T. Baulk, Chief Accounting Officer; K. Dalrymple, Neighbourhood Services Manager; W. Phillips, Revenue and Benefits Manager; K. Briggs, Legal and Licensing Manager; M. Hastings, Enterprise Manager; C. Downie, Public Communications Officer; A. Gerrish, Committee Services Officer; and D. Knight, Democratic Services Administrator.

Also Present: Mrs. Mairi Raeburn (in attendance for items 1 to 3 only).

Apologies: Miss Phil Davey, Rev. David Gemmell and Pastor Alastair Simmons.

Community Services - Lifelong Learning.

1. Schools for the Future – Phase 3 – Award for Marr College, Troon.

Reference was made to the Minutes of 6th June 2012 (Page 304, paragraph 1) when it had been decided to approve the submission of a bid to the Scottish Government for funding from the Schools for the Future Programme, there was submitted a report (issued) of 30th October 2012 by the Executive Director – Children and Community

- (1) advising that the Council had been successful in securing, in principle, a funding contribution from the Scottish Futures Trust (SFT) through Phase 3 of the Scottish Government’s Schools for the Future Programme to modernise the original school building at Marr College, Troon and for the construction of new accommodation;
- (2) indicating that an outline project plan had been prepared as detailed in Appendix 1 of the report which showed an on-site start date after contractor set up of 1st April 2014 and that the new facility was most likely to be ready for occupation in 2016;
- (3) reporting
 - (a) that the indicative cost of the project was £27.2m for a replacement Marr College including the demolition of aspects of the existing accommodation;
 - (b) that based solely on this indicative figure, SFT would provide £18,115,200 with the remaining £9,084,800 to be met by this Council;

- (c) that the Council's overall contribution to the project would be greater than this as a result of the site acquisition costs which were still to be determined and that the aspiration to have a fully integrated community and learning campus might increase further the overall cost to this Council; and
 - (d) that these figures had been included for illustration purposes only at this time and would be subject to change during the design phase of the project and that in overall terms, including all of these factors, the final cost to the Council could be in the order of £15 to £17m; and
- (4) intimating that further reports on project finances would be submitted as part of the budget process and that regular progress updates would be provided to Elected Members with any matters requiring approval being referred to this Panel, as necessary.

Councillor Saxton reminded the Panel that he was on the Board of Governors of the CK Marr Educational Trust and confirmed that he had not taken part in any discussions or meetings of the Trust in relation to any proposals for Marr College.

The Head of Curriculum and Services Improvement similarly advised the Panel.

Clarification was sought and provided in relation to the timetable for the conclusion of negotiations with Marr Trust.

Decided:

- (i) to accept the offer of funding from the SFT in respect of Marr College;
- (ii) to agree to provide the balance of funding required for the project, subject to the provision of further information on cost once this was fully known;
- (iii) to request the Executive Director - Children and Community to conclude negotiations with the Marr Trust for the Council to acquire the existing School site and buildings;
- (iv) to note the requirement to identify a project team to be funded from enabling funds and /or capital; and
- (v) to approve the outline project plan as detailed at Appendix 1 of the report.

2. Continuous Improvement of Early Intervention Support for Children and Families.

Reference was made to the Minutes of 22nd November 2011 (Page 685, paragraph 1) when it had been decided to approve the reconfiguration of Early Years services which had resulted in a budget saving of £206,694 (Full Year) and £119,705 (Part Year) and that proposals for the use of this money would be submitted to a future meeting of this Panel, there was submitted a report (issued) of 26th October 2012 by the Executive Director – Children and Community

- (1) recommending
- (a) that designated funding be utilised to support the Council's continuous improvement approach to early intervention and support for children and families;
 - (b) that as there was currently no local authority provision for vulnerable children under three years of age in the Prestwick and Troon areas, to extend the nursery accommodation at Muirhead Primary School to create provision for children aged 0-3 and that a family support hub would be included for proactive work with all parents and that other agencies such as Health Visitors would be part of this initiative with the outdoor area also being enhanced to improve the learning and play experiences of children;
 - (c) that the total budget allocation for this work was £362,007 over two financial years and that the earmarking of any unspent funds from 2012/2013 be utilised during 2013/14 to enable the completion of the works by 31st March 2014;
 - (d) that the current nursery provision and proposed expanded provision would meet the recommendation to provide a nursery place for every 2-3 year old looked after child;
 - (e) that childminders would provide an intensive 12 week programme of individualised support for children and families and that the existing network of registered childminders within South Ayrshire Council would be used who operate on a self employed basis;
 - (f) that as a key part of early intervention approach was to build the skills of parents and carers to help them to improve the lives of their children, to support parents through a network of highly skilled childminders, initially within Prestwick and Troon and would work with children referred through Locality Forums and that priority for this service would be given to Looked After children aged two to three but would be extended to vulnerable young children and families; and
 - (g) that a consultation be undertaken in the Prestwick and Troon areas on how stakeholders would wish 600 hours pre-school and childcare to be delivered; and

(2) reporting

(a) that the resource implications were as follows:-

Proposals	2012-2013 Budget (£)	2013-2014 Budget (£)	2014-2015 Budget (£)	2015-2016 Budget (£)
To create family centre provision at Muirhead Primary School (which includes £17,804 from Early Years Change Fund)	137,509	224,498	0	0
Staffing costs – 4fte nursery nurses from August 2014.	0	0	£60,700 (PY)	£98,500 (FY)
Operational costs (tbc)			£5,000	£5,000
To increase support for vulnerable 2-3 year olds (Early Years Change Fund).	11,420	11,420	11,420	0
PROPOSED SPEND	£148,929	£235,918	£77,120	£103,500

- (b) that increased employment associated costs of £60,700 from August 2014 (anticipated opening of Muirhead extension) and ongoing full year costs of £98,500 and that in the year 2014/15 this would be funded from the change fund with the remainder from the original savings;
- (c) that in 2015/16, staffing and operational costs would be fully met from the original savings and that the balance of funding would be used to meet in part the costs of increasing nursery hours; and
- (d) that the changes suggested in Section 4.1 of the report would result in an overall increase to the nursery nurse staffing complement of 4fte, and that these posts would be recruited externally and would give employment opportunities to newly qualified nursery nurses.

Clarification was sought and provided in relation to nursery nurses, the future provision of early years intervention in Maybole and Girvan, the contents of the Equality Impact Assessment, the training of childminders to provide support to children and families and whether this was provided in other Councils and the implications for this Council of Professor Cathy Nutbrown's report on early education and childcare qualifications.

Decided:

- (i) to approve the use of identified funds to create an extension at Muirhead Primary School which would provide pre-school and childcare provision for vulnerable children 0-3 years and a hub for family support provision;
- (ii) to approve the use of the Early Years Change Fund to increase support for vulnerable children aged 0-5 years and their families; and
- (iii) to agree that a consultation take place with parents, staff and stakeholders on the provision of 600 hours of pre-school education and childcare (Part of Children's (Scotland) Bill Consultation 2012).

Corporate and Community Planning - Resources and Performance.

3. Corporate Asset Management Plan.

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Development and Environment

- (1) advising that Officers have been working on the development of a Corporate Asset Management Plan as recommended by CIPFA for some time now and that this overarching document summarised the six asset based strategies for Property, Open Space, Roads, Housing, Fleet and ICT and was supported by these individual asset plans;
- (2) seeking approval of the Corporate Asset Management Plan and the constituent parts of that Plan;
- (3) highlighting a number of action items within the Plan for which approval was being sought; and
- (4) reporting
 - (a) that for General Services, projected income against investment needed over the five year period from 2012-2017, had been identified as follows:-
 - the total anticipated income had been projected at £75.39m; and
 - the total capital investment requirements had been projected at £130.54m,

and that the total projected funding deficit over this five year period was therefore £55.15m;
 - (b) that additional funding of £145,000 would be required to address some of the recommendations outlined in this report and that there would be a requirement to consider the resourcing of these elements as part of the budget process; and
 - (c) that for Housing Services, projected income against investment needed over the five year period 2012-2017 had been identified as follows:-
 - total anticipated income had been projected at £61.1m; and
 - total capital investment requirements had been projected at £61.1m,

and that the total projected funding deficit over this five year period was therefore nil.

Clarification was sought and provided in relation to when the outstanding Service Reviews for Libraries and Sports and Leisure would be completed, the future use of and options for the Ayr Academy building should the planned replacement school within the Craigie Estate be progressed, and the need to have a prioritised Work Programme.

Following Members seeking clarification regarding

- the financial implications for this Council of the Scottish Government's proposals to increase the levy on empty buildings, the Asset Co-ordinator advised that she would provide a briefing note to Elected Members on this matter; and
- the condition of Darlington Church, Ayr, the Executive Director – Development and Environment advised that she would provide a briefing note to Elected Members updating them on this matter.

Decided: having recorded their appreciation of the work undertaken by the Executive Director – Development and Environment and her staff,

- (i) to approve the Corporate Asset Management Plan;
- (ii) to approve the Property Asset Management Plan and the recommendations therein:-
 - (A) review of the Asset Management Strategy;
 - (B) implementation of a Corporate Landlord Model;
 - (C) development of a policy on Community Asset Transfer;
 - (D) completion of Service Reviews;
 - (E) revaluation of the insurance values of the Councils property assets;
 - (F) review of the Non- Operational Estate;
 - (G) review of Health and Safety in relation to regulatory and legislative property requirements;
 - (H) development of Equality Access Plans for Council buildings;
 - (I) review of current space standards; and
 - (J) review of the condition of the Coyton Depot;
- (iii) to approve the School Estate Management Plan; and
- (iv) to request that the relevant Officers prepare a prioritised Work Programme to be submitted to a future meeting of this Panel.

Community Services - Housing and Customer First.

4. Housing Allocations Policy and Welfare Reform.

There was submitted a joint report (issued) of 11th October 2012 by the Executive Director – Children and Community and Executive Director – Development and Environment

- (1) advising
 - (a) that the Welfare Reform Act had received Royal Assent on 8th March 2012 and that the Act legislated for the biggest change to the Welfare system in over 60 years with a range of reforms to be introduced that would affect many Council housing tenants and would have implications for the way in which the Council presently allocated housing;

- (b) that from 1st April 2013, levels of housing benefit would be reduced for Council tenants of working age, who under-occupied their current tenancy and that a reduction in housing benefit entitlement of 14% would be applied if the household was under-occupied by one bedroom and 25% if under occupied by two bedrooms or more; and
 - (c) that the Department of Work and Pensions (DWP) assessed suitable property size differently from the Council's Housing Allocations Policy and that under the new Welfare Reforms, under-occupation and housing benefit eligibility would be determined by DWP size criteria and the key differences between the two policies were detailed in the report; and
- (2) seeking agreement to amend the Housing Allocations Policy in preparation for the planned Welfare Reforms.

Clarification was sought and provided in relation to the availability of housing should a tenant downsize and whether any financial contribution would be made towards the costs of moving, the implications of these reforms for parents who had shared care arrangements, whether a boy and girl aged over ten would qualify to have their own bedroom and the Head of Community Care and Housing advised that he would provide a briefing note to Elected Members clarifying the position with regard to certain allocation cases.

Decided: to agree to the following amendments to the Council's Housing Allocations Policy:-

- (i) to apply the Department of Work and Pensions' property size guidance for housing benefit claimants as the standard principle for housing allocations and reassess all current and future housing applications under these rules;
- (ii) only to re-introduce the choice of an additional bedroom where there was evidence that the applicant had been advised of the impact on future Housing Benefit eligibility and their liability for payment of rent; and
- (iii) to award priority for re-housing to Council transfer applicants living in high demand properties, who currently under-occupied their home by two bedrooms or more.

Community Services - Social Services.

5. Social Work Complaints Annual Report 2011/12.

There was submitted a report (issued) of 16th October 2012 by the Executive Director – Children and Community advising that fourteen formal complaints had been recorded in respect of Social Work Services in 2011/12 and informing of the Directorate's performance in handling and responding to these complaints as outlined in Appendix 1 of the report.

Clarification was sought and provided in relation to Elected Members being provided with further details of follow-up actions that had been undertaken.

Decided: having recorded their appreciation of the work undertaken by the Executive Director – Children Community and his staff, to note the contents of the report and the improvement actions identified through the management of the complaints processes.

Development and Environment - Sustainability and Environment.

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6. Ayr and Prestwick Statutory Quality Partnership Scheme.

There was submitted a report (issued) of 29th October 2012 by the Executive Director – Development and Environment

- (1) seeking approval to formally enter into a statutory Quality Bus Partnership Scheme with Strathclyde Passenger Transport (SPT) for the Ayr and Prestwick area;
- (2) advising
 - (a) that the statutory Quality Partnership Scheme (sQPS) had been introduced by the Scottish Parliament under the Transport (Scotland) Act 2001 as the preferred mechanism to improve the quality of bus service provision and infrastructure; and
 - (b) that the principal reason for establishing a sQPS was to contribute to a sustainable transport network that was accessible to all, attractive so as to encourage modal shift from less sustainable modes and to reduce or limit traffic congestion, noise and air pollution;
- (3) informing that the legal requirements, with regard to advertising and consultation, had been completed for the Ayr and Prestwick sQPS and preparatory work had been completed and it only remained for this Council and Strathclyde Passenger Transport to jointly constitute the sQPS and thereafter to publicise it; and
- (4) reporting
 - (a) that having consulted with bus operators and other interested parties as required by statute, SPT and this Council wished to proceed to make the sQPS for Ayr and Prestwick in accordance with the following:-
 - infrastructure improvements e.g. better bus stop facilities, bus priority measures;
 - service improvements e.g. journey time reliability, punctuality; and
 - regulating access e.g. ensuring a high standard of bus operator was maintained;
 - (b) that this Council with SPT funding assistance, had implemented infrastructure improvements in the Ayr and Prestwick areas, such as, introduction of Real Time Passenger Information at bus stops and better access for buses;

- (c) that in addition to this, to assist the operation of bus services, Traffic Regulation Orders, other bus priority measures and decriminalised parking enforcement had been introduced;
- (d) that another part of the sQPS related to investing in improved facilities for bus services and in so doing, this Council and SPT would be able to restrict the use of these facilities only to those services complying with specified service standards and that compliance with the requirements and restrictions would be enforced through the offices of the Traffic Commissioner for Scotland; and
- (e) that the improvements were designed to enhance the environment for communities by reducing emissions, improve safety and security for bus passengers, to improve the quality of bus vehicles and to improve the relative attractiveness of public transport thereby increasing patronage enabling network stability and sustainability.

Decided: to approve this Council entering into a statutory Quality Partnership Scheme with Strathclyde Partnership for Transport for Ayr and Prestwick.

7. Food Waste Collections.

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Development and Environment

- (1) informing that the Waste (Scotland) Regulations 2012 had come into force on 17th May 2012 and had imposed a number of new requirements on local authorities and businesses with regard to how their waste would be managed and dealt with;
- (2) outlining the main requirements of the new regulations as contained in paragraph 3.2 of the report;
- (3) advising that a Food Waste Business Case for South Ayrshire had been produced in association with Zero Waste Scotland and that this document had examined and assessed the various alternatives for collecting and treating food waste including the relevant cost implications involved;
- (4) recommending
 - (a) that separate food waste collections commence in May/June 2013 to approximately 40,000 houses in South Ayrshire which would enable the Council to meet the requirements of the new legislation ahead of schedule and would divert an estimated 3,181 tonnes of food waste from landfill each year thus saving on landfill tax and landfill tipping charges as well as increasing the Council's recycling rate by an estimated further 5%; and
 - (b) that, in addition to domestic properties, it would also include food waste collections to schools, canteens and some businesses at the same time during the roll-out phases; and

(5) highlighting

- (a) that the grant being applied for from Zero Waste Scotland amounted to £425,320 and that this would fund the purchase of three 7.5 tonne food waste collection vehicles as well as 40,000 kitchen food waste caddies, 40,000 kerbside boxes and a six month supply of caddy liners;
- (b) that this Council would be required to fund the provision of two further 7.5 tonne food waste collection vehicles and the revenue costs arising from ten staff and the running costs of the vehicles;
- (c) that it was envisaged that four of the new posts would be absorbed as part of the ongoing service modernisation process with the remaining six posts and two vehicles being obtained through budget and service efficiencies;
- (d) that the funding shortfall in the initial few years would be met from within the existing Neighbourhood Services budget by a redirection of the joint Ayrshire waste project funding (£142,000) with additional resource demands being considered as part of the annual budget process; and
- (e) that vehicle lease budget increases would be dealt with as a corporate demand rather than on an individual Directorate basis, if required, in the latter years.

Clarification was sought and provided in relation to the possibility of outlying villages being included in the scheme as soon as possible.

Decided:

- (i) to approve an application to Zero Waste Scotland for grant funding of £425,320 to assist with the implementation of separate food waste collections in south Ayrshire;
- (ii) on approval of grant funding, the introduction of separate food waste collections to approximately 40,000 houses throughout the district during financial year 2013/14; and
- (iii) to agree that further discussions should take place to ascertain how food waste from villages could be included in future collections.

Development and Environment - Economic Development, Tourism and Leisure.**8. Review of Town Twinning Policy.**

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Corporate Services advising that a review of the Town Twinning Policy had been carried out to take account of the changes in this Council since the initial policy had been implemented in 1998.

Clarification was sought and provided in relation to how frequently future reviews would be undertaken.

Decided: to approve the revised Town Twinning Policy as contained in the Appendix of the report.

9. Rozelle House and Maclaurin Art Gallery Partnership Development and Vision.

There was submitted a report (issued) of 19th October 2012 by the Executive Director – Children and Community

- (1) seeking an agreement
 - (a) for an overall vision for the development of Rozelle House and the Maclaurin Art Gallery; and
 - (b) for the development of stronger partnership working between South Ayrshire Council and the Maclaurin Trust which would drive forward an agreed action plan to develop the existing site as a high quality arts space which fitted with wider strategic and operational Council plans;
- (2) advising
 - (a) that as a step towards achieving more significant developments an initial feasibility study had been jointly commissioned by this Council and the Maclaurin Trust and that the subsequent report by ARPL Architects in 2011 had brought together proposals and recommendations which included bringing more gallery space into public use, provision of education and multi-functional facilities and the re-organisation of office accommodation and functions;
 - (b) that the Council and the Maclaurin Trust had further jointly commissioned Consultants, Emma Parsons and Helen Jenkins to develop a project business plan which would identify need through consultation with relevant local groups and current and potential service users, identify potential partners, link the proposed project to the wider strategic content of arts and cultural development in South Ayrshire and create a funding strategy with recommendations for future development;
 - (c) that a Steering Group involving Elected Members, Council Officers and members of the Maclaurin Trust had been responsible for overseeing the work of the Consultants and had received interim reports on 29th March and 7th June 2012; and
 - (d) that the Consultants' final report with recommendations had been presented to the Maclaurin Trust and approved in July 2012 and that the main conclusions of the Consultants' report had been included in the Executive Summary attached to the report;
 - (e) that the first stage in delivering would be to agree the action plan developed with the Consultants as detailed at paragraph 4.2 of the report; and

(3) highlighting

- (a) that initial funding had been agreed by Museums and Galleries Scotland and the David Elder Edward's Trust for the first stage of the development; and
- (b) that a significant step towards achieving the long term vision for the Rozelle / Maclaurin development would involve securing a range of external funding and that the Consultants' report had identified a timetable and possible sources of funding for the next stage.

Clarification was sought and provided in relation to widening the overall vision for the development of Rozelle House and the Maclaurin Art Gallery, the future of the Ayrshire Yeomanry Museum which was based in Rozelle House, and whether any Elected Members had been appointed to the Maclaurin Trust.

Decided: to approve the vision to develop Rozelle House and Maclaurin Art Gallery, as a high quality arts venue by:-

- developing a strong partnership approach between this Council and the Maclaurin Trust;
- improving integrated working across Rozelle House and the Maclaurin Art Gallery;
- reviewing and developing a collection and exhibition programme to enhance the collections on offer and engage and encourage visitors;
- broadening the appeal to the wider community by developing audiences amongst schools, young people, local people and tourists; and
- developing a funding strategy that prepared for major capital bids to the heritage Lottery Fund and Creative Scotland to ensure future development of the site.

10. Belleisle and Seafield Golf Courses: Provision of short-term Temporary Accommodation.

There was submitted a report (issued) of 1st November 2012 by the Executive Director – Children and Community

- (1) seeking approval to provide short-term temporary accommodation for the Golf Service at the Belleisle and Seafield Courses following the sale of the Hotel and existing Clubhouse facilities to Campbell Inns on 7th August 2012;
- (2) intimating that one of the conditions of the sale was that the Council, the Golf Professional and a number of Golf Clubs that occupied accommodation within the Clubhouse with the Council's consent, would vacate the existing premises by 31st December 2012;

- (3) advising
- (a) that the temporary accommodation to be provided together with other accommodation available on site would be used to provide limited and reduced facilities for all of the golf related services, service providers and clubs operating from existing facilities at Belleisle and Seafield;
 - (b) that separate new facilities were in the process of being provided for greenkeeping and grounds maintenance personnel to replace accommodation destroyed in a fire and that this would be located on the site of the previous facilities within the established depot area;
 - (c) that if approved, it was proposed that the new temporary buildings would all be located in the Seafield Golf Course Car Park and that the existing cafe building would be removed in April 2013 when the existing lease had expired; and
 - (d) that this was being proposed, primarily, as the site that it occupied would be the location of any new permanent clubhouse to be built should funding for this be prioritised as part of the budget setting process; and
- (4) highlighting that the indicative costs to the Revenue Budget of providing additional short-term temporary accommodation in the period from December 2012 to December 2013 was likely to be in the order of £200,000 for a twelve month period and proposing that the additional cost involved would be met from the 2012/13 and 2013/14 Revenue Budget for the Children and Community Directorate.

Decided: to approve the provision of short-term temporary accommodation, subject to the grant of planning permission, in accordance with the proposals detailed in Section 4 of the report at a cost of up to £200,000 for twelve months funded from the 2012/13 and 2013/14 Revenue Budget for the Children and Community Directorate.

Corporate and Community Planning - Resources and Performance.

11. Housing and Council Tax Benefit – Performance Monitoring – Position at 30th September 2012.

There was submitted a report (issued) of 30th October 2012 by the Executive Director - Corporate Services advising of the service improvements being undertaken to help achieve the full range of national housing and Council Tax benefit performance standards as outlined in Appendix 1 of the report.

Decided:

- (1) to approve the contents of the report; and
- (2) to request the Executive Director - Corporate Services to provide a further quarterly report on service delivery to a future meeting of this Panel.

12. Write-off of Sundry Debtors' Balances.

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Corporate Services

- (1) outlining procedures for the write-off of one sundry debtors' accounts balance once all attempts to recover such debts had been exhausted (and without prejudice to future recovery);
- (2) seeking approval to write-off a sundry debtors' balance totalling £7,096.23 in accordance with the Council's policy; and
- (3) advising that the account in question had been raised in December 2009 in respect of care home charges and that due to non-payment, normal recovery procedures had been followed in January and February 2010, the debt being placed with Legal Services in March 2010 and as unfortunately, the customer had died during 2010, Legal Services subsequently had advised that no claim on the estate was possible and accordingly, the write-off would be contained within the existing bad debt provision.

Decided: to approve the write-off of a sundry debtors' balance totalling £7,096.23 as detailed in the Appendix of the report.

13. Treasury Management Quarter 2 Report 2012/13.

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Corporate Services

- (1) presenting an update of the economic background from 1st July to 30th September 2012;
- (2) outlining the following within the Treasury Management Investment Strategy:-
 - (a) policy on investment;
 - (b) list of investments held as at 30th September 2012;
 - (c) credit ratings;
 - (d) investment performance;
 - (e) long term borrowing;
 - (f) borrowing in advance of need; and
 - (g) Treasury / prudential indicators; and
- (3) detailing the resource implications for General Services and Housing Revenue Account.

Clarification was sought and provided in relation to what future financial market implications the Council could face.

Decided: to approve the contents of the Treasury Management Quarter 2 Report for 2012/13.

14. Welfare Reform Update.

There was submitted a report (issued) of 30th October 2012 by the Executive Director – Corporate Services

(1) advising

- (a) that as part of the Chancellor's Emergency Budget in June 2010 and the subsequent UK Comprehensive Spending Review, a number of welfare reform measures had been introduced from April 2011 while others would be introduced through the Welfare Reform Act;
- (b) that the intention of these reform measures was to introduce a simpler and more accessible system, and to create incentives to increase employment and that these reforms would result in a range of changes being introduced with a significant impact on South Ayrshire;
- (c) that a detailed briefing note had been issued to Elected Members in June 2012 regarding this matter; and
- (d) that a cross-Directorate Welfare Reform Working Group had been established, led by the Executive Director – Corporate Services, which had developed an action plan to respond to each of the welfare reforms as detailed in Appendix 1 of the report; and

(2) reporting

- (a) that due to ongoing welfare reforms, additional financial pressures were anticipated but were not yet quantifiable with significant implications being anticipated on the Housing Business Plan through reductions in benefits paid and payments being made direct to tenants;
- (b) that the Council would require to fund its share of £17m, being the local government contribution to the £40m gap (10 per cent reduction in Department for Work and Pensions' (DWP) funding for Council Tax benefit) in 2013/14;
- (c) that the estimated costs for setting up and running the interim Council Tax support scheme based on cost modelling had been provided to the Scottish Government and that the distribution of funding was expected to be based on 2012/13 historic spend levels;
- (d) that the DWP would transfer the amount spent in Scotland on community care grants and crisis grants for living expenses to the Scottish Government at the time that the Discretionary Social Fund was abolished and that the budget would be distributed in full to the 32 Scottish local authorities according to a funding formula agreed with CoSLA (Joint Settlement and Distribution Group);

- (e) that funding would be ring-fenced administratively for spend of the Scottish Community Support Fund so it could not be diverted into other areas and guidance on running the scheme set out indicative proportions for spend on community care grants and crisis grants from the grant fund;
- (f) that the working estimate was that around £23.8m would transfer to Scotland from April 2013 for the programme;
- (g) that a further bid for set-up and running costs for the new scheme had been submitted to the DWP by the Scottish Government and that the DWP was expected to confirm details of the budget imminently;
- (h) that demand for Scottish Welfare Fund grants might be in excess of the total programme funding available and administrative funding was unlikely to be sufficient to meet the additional costs of operating the Scottish Welfare Fund grants whilst still delivering housing and Council Tax support;
- (i) that given the nature of this new work, job evaluation and job descriptions would be necessary, together with an estimate of staffing levels to cope with anticipated volumes.
- (j) that it was, however, anticipated that Benefits staff possessed the relevant job-specific competencies to undertake such duties, given the long term employment concerns over the migration of housing benefit claimants to Universal Credit which would be administered by the DWP; and
- (k) that staffing proposals for the operation of the Social Fund Successor were being developed in conjunction with the Customer Service Centres although it was recognised that there might be a need to deliver these grants from alternative accommodation.

The Revenue and Benefits Manager advised that a briefing for Elected Members on the implications of these reforms would be held in late November / early December 2012.

Decided:

- (i) to approve the contents of the report; and
- (ii) to request the Executive Director – Corporate Services to provide further regular update reports on welfare reform to future meetings of this Panel.

15. ICT Support and Maintenance Contracts.

There was submitted a report (issued) of 30th October 2012 by the Head of Policy, Performance and Communications

- (1) advising of ongoing contractual obligations in respect of the support and maintenance of key computer system provisions; and
- (2) reporting
 - (a) that the Council was obliged to pay an annual support and maintenance fee to enable it to legally operate these systems and to gain access to support and upgrades; and
 - (b) that these annual fees would continue to require servicing for as long as the Council required to run the systems to which they were related and that unlike other contractual arrangements that the Council had in place, there was no end of contract date for these arrangements, rather they would only terminate when the Council no longer needed the base systems associated.

Clarification was sought and provided in relation to the total costs of these contracts and whether any contracts could be consolidated.

Decided:

- (i) to note the list of ICT support and maintenance annual commitments which were necessary for continued support, maintenance and some instances of access to system upgrades as detailed in Appendix 1 of the report; and
- (ii) to agree that these contracts were exempt under paragraph 4.2.9 of the Standing Orders Relating to Contracts.

16. Procurement Reform Bill Consultation.

There was submitted a report (issued) of 30th October 2012 by the Head of Corporate Resources

- (1) advising
 - (a) that the Scottish Government had invited responses to the Procurement Reform Bill Consultation which consultation had the stated aim of seeking to establish a national legislative framework for sustainable public procurement that supported Scotland's economic growth by delivering social and environmental benefits, supporting innovation and promoting public procurement processes and systems which were transparent, streamlined, standardised, proportionate, fair and business-friendly;
 - (b) that development of this legislation was seen as the next stage in the procurement reform programme in Scotland and that it was sought to provide further innovation in public procurement processes and systems, through extended use of technology which would support economic growth in Scotland; and

- (c) that Officers from across the Council had considered the issues on which consultation responses were sought and developed the responses as set out in Appendix 1 of the report which had been provided to the Scottish Government as a provisional response to the consultation exercise; and
- (2) seeking approval of this Council's response to the consultation.

Clarification was sought and provided in relation to whether there would be any increased opportunities for small local businesses to be involved in the procurement process.

Decided: to agree the consultation response to the Scottish Government as set out at Appendix 1 of the report.

17. **Lease Variation: Belleisle Conservatory, Ayr.**

There was submitted a report (issued) of 22nd October 2012 by the Executive Director – Development and Environment

- (1) advising
 - (a) that Belleisle Conservatory Ltd. had been established to renovate and reinstate the Conservatory and currently held a ten year lease of the building and adjoining lawn from the Council for that purpose;
 - (b) that the major funding bodies had advised them that they would need a 25 year lease in order to secure development grants and that the Architectural Heritage Fund had confirmed to this Council's officials that they would only give genesis funding (to enable creation of the scheme) on condition that a lease of over 21 years be granted by this Council; and
 - (c) that the nearby boilerhouse, oil store and loading area were essential to operate the Conservatory and that the Park's officials had confirmed that these were surplus to operational needs; and
- (2) seeking approval to extend the existing lease of Belleisle Conservatory to Belleisle Conservatory Ltd. from 10 to 25 years and to include in the lease adjoining property essential to the Conservatory.

Decided: to approve an extension of the existing lease of Belleisle Conservatory to Belleisle Conservatory Ltd. from 10 to 25 years and to include in the lease the conservatory boiler house and plant bed, oil store and loading area and such other conditions as might be determined by the Heads of Property and Neighbourhood Services and Legal Services to ensure an effective lease.

18. **Exclusion of press and public.**

The Panel resolved, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the press and public be excluded during consideration of the remaining items of business on the grounds that they involved the likely disclosure of exempt information in terms of paragraphs 8 and 9 of Part 1 of Schedule 7A of the Act.

19. Continued Rent Reduction at 17 and 23 High Street, Ayr.

There was submitted a report (issued to Members only) of 22nd October 2012 by the Executive Director - Development and Environment seeking approval to continue the rent reduction and enabling a reduced rent to be charged for 17 and 23 High Street, Ayr, to help these commercial tenants continue trading despite the poor trading levels.

Clarification was sought and provided in relation to the monitoring of any improvement in trading income for these premises.

Decided: to authorise the Executive Director – Development and Environment to continue the rent reduction for shop units 17 and 23 High Street, Ayr, until there was a marked recovery in trading and open market rental levels at this location, or until such time the rent review was triggered, at which point any new rental would be at open market rate.

Declaration of Interest.

Councillor McDowall declared an interest in the following item of business on the agenda as he knew both parties who were involved in the sale of this land and withdrew from the meeting during its consideration.

20. Sale of Land to SAS International Ltd. – Balloney, Maybole.

There was submitted a report (issued to Members only) of October 2012 by the Executive Director - Development and Environment seeking approval for the sale of 0.607 Hectares (1.50 acres) to SAS International Ltd., as shown cross-hatched on the plan attached to the report.

Decided:

- (1) to formally declare land extending to 0.607 ha (1.50 acres) at Balloney, Maybole surplus to requirements and available for disposal to SAS International Ltd.;
- (2) to approve the sale of this land as detailed in the report and on such other terms and conditions as might be agreed by the Executive Director - Development and Environment; and
- (3) to accept the partial renunciation of the agricultural lease of this area by Mr. Tom McBlain which would be payable by SAS International Ltd. directly to Mr. McBlain as detailed in the report.

21. Sale of 15 Links Road, Prestwick.

There was submitted a report (issued to Members only) of 22nd October 2012 by the Executive Director - Development and Environment seeking approval for the sale of 15 Links Road, Prestwick which property extended to approximately 700m² and was located on a plot approximately 1,445m² or thereby as shown outlined on the plan attached to the report.

Clarification was sought and provided in relation to the current condition of this building.

Decided:

- (1) to approve the disposal of 15 Links Road, Prestwick to Scott Reiman as detailed in the report; and
- (2) to delegate authority to the Executive Director - Development and Environment to conclude the transaction on suitable terms and conditions.

22. Sale of Former School House, 39 Barassie Street, Troon.

There was submitted a report (issued to Members only) of 18th October 2012 by the Executive Director - Development and Environment seeking approval to declare land and property at 39 Barassie St, Troon surplus to requirements, the land extending to approximately 367.4m² (3,954ft²) or thereby, shown outlined on the plan attached to the report and to approve its disposal.

Decided:

- (1) to declare the land and property at 39 Barassie Street, Troon surplus to requirements and available for disposal to Stephen Julian Vallance and Donald McIntyre as detailed in the report; and
- (2) to delegate authority to the Executive Director - Development and Environment to conclude the transaction on suitable terms and conditions.

23. Sale of Former Public Convenience and Store, North Shore Road, Barassie, Troon.

There was submitted a report (issued to Members only) of October 2012 by the Executive Director - Development and Environment seeking approval to declare the former public convenience, store and associated adjoining ground on North Shore Road, Barassie, Troon surplus to Council requirements, the property extending to approximately 101.80 m² and was located on a plot approximately 609.16 m² or thereby, as shown hatched on the plan attached to the report and to approve its disposal.

Clarification was sought and provided in relation to public conveniences within South Ayrshire and the conditions relating to the sale.

Decided:

- (1) to declare the former public convenience, store and essential additional grounds surplus to Council requirements and available for disposal to Dorothy Birkes as detailed in the report, whom failing the next best offer would be assessed and the matter reported to this Panel; and
- (2) to delegate authority to the Executive Director - Development and Environment to conclude the transaction on suitable terms and conditions.

Development and the Environment - Sustainability and Environment.**Declaration of Interest.**

Councillor Miller declared an interest in the following item of business on the agenda as the Co-operative Group had contributed to her election expenses for the Local Government Elections in May 2012 and withdrew from the meeting during its consideration.

24. Monkton Park and Ride – Land Acquisition.

There was submitted a report (issued to Members only) of 29th October 2012 by the Executive Director - Development and Environment seeking approval to progress the legal proceedings associated with the purchase of an area of land (approximately 5.6 hectares) to the south west of Dutch House roundabout for the proposed Monkton Park and Ride facility.

Decided:

- (1) to authorise the Executive Director - Development and Environment to negotiate and conclude the purchase of 5.6 hectares of land to the south west of Dutch House roundabout, subject to receipt of a grant for the purchase price from Strathclyde Partnership for Transport (SPT);
- (2) to approve the grant of a Standard Security over the land acquired as aforesaid in favour of the Co-operative Group to secure the obligations referred to in paragraph 3.6 of the report; and
- (3) to authorise the Executive Director - Development and Environment to approve the Developer Agreement and the Operator Agreement for the proposed Monkton Park and Ride facility.

25. Girvan Harbour pontoons Project.

There was submitted a report (issued to Members only) of 29th October 2012 by the Executive Director - Development and Environment advising of the tender outcome of the Girvan Harbour pontoons' contract and seeking approval of the proposed funding package to meet the identified budget shortfall.

The Head of Planning and Enterprise outlined the current position and requested that the Panel consider a further recommendation in relation to this project which would enable the other recommendations detailed in the report to be implemented.

Decided: having recorded their appreciation of the work undertaken by the Head of Planning and Enterprise and his staff

- (1) to note the contents of the report and the tender outcome information for the Girvan Harbour Pontoons' construction contract;
- (2) to approve the proposed additional funding package as detailed in the report with the balance being met from the Council's General Services Capital Budget; and
- (3) to delegate authority to the Executive Director - Development and Environment to conclude the variation of the fifty year lease dated 1998 from the Crown Estate of the foreshore and seabed at Girvan Harbour, to enable the new 35 berth Girvan Harbour Pontoons at an additional cost of £1,390 per annum plus one-off fees to be met from within existing resources.

26. Procurement Exercise for the Purchase or Leasing and Fitting of Vehicle Tracing Equipment.

There was submitted a report (issued to Members only) of 24th October 2012 by the Executive Director - Development and Environment seeking approval for the hire or purchase and fitting of Vehicle Tracking Equipment to all Council vehicles and some plant.

Decided: to authorise expenditure, subject to tender evaluation from the Repairs and Renewals Fund in order to install vehicle tracking equipment and associated software required to vehicles operated by South Ayrshire Council.

27. Golf Event Development in South Ayrshire.

There was submitted a report (issued to Members only) of 29th October 2012 by the Executive Director - Development and Environment emphasising the important contribution that the hosting of significant golf events played in developing South Ayrshire as a world-class golfing destination and seeking approval of financial support packages associated with the next two forthcoming events.

Clarification was sought and provided in relation to the terms of the Memorandum of Understanding and the Chief Executive advised that he would forward a Briefing Note to Elected Members regarding this matter.

Decided:

- (1) to approve a financial support package for the staging of the British Women's Open Championship at Turnberry in 2015 as detailed in the report;
- (2) to approve a financial support contribution to the Royal and Ancient as detailed in the report for essential infrastructure improvement works to allow future stagings of The Open at Royal Troon in 2016 and beyond and to delegate authority to the Executive Director - Development and Environment to agree detailed terms and conditions of the support; and
- (3) to request the Executive Director - Development and Environment to submit a report to a future meeting of this Panel setting out in more detail, the approach to be taken to support an on-going 10 to 15 year rolling programme of major golf events in South Ayrshire.

Community Services - Housing and Customer First.**28. Acquisition of Land for Affordable Housing in Dailly.**

There was submitted a report (issued to Members only) of 19th October 2012 by the Executive Director - Development and Environment seeking approval agreement to provide financial support from commuted sums to Ayrshire Housing, for the acquisition of land at Main Street, Dailly.

Decided: to provide £15,136 of commuted sums funding to Ayrshire Housing to support the acquisition of land at Main Street, Dailly, for the purposes of future affordable housing development.

Community Services - Social Services.**29. Outcome of the Complaints Review Committee.**

There was submitted a report (issued to Members only) of 30th October 2012 by the Head of Legal and Administration informing of the outcome of the Complaints Review Committee which had been held on 26th September 2012 and

- (1) outlining how the Complaints Review Committee had reached its conclusions as detailed in the Appendix of the report; and
- (2) that on the basis of these conclusions, the Complaints Review Committee had made two recommendations on this matter.

Clarification was sought and provided in relation to Elected Members being kept informed of the actions taken to implement the recommendations.

Decided: to approve the recommendations made by the Complaints Review Committee following the hearing on 26th September 2012 as detailed in the Appendix of the report.

The meeting ended at 11.40 a.m.