

## **LEADERSHIP PANEL.**

Minutes of meeting in County Buildings, Wellington Square, Ayr  
on 25th August 2015 at 10.00 a.m.

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

Attending: E. Howat, Chief Executive; V. Andrews, Executive Director – Resources, Governance and Organisation; L. Bloomer, Executive Director – Economy, Neighbourhood and Environment; D. Hutchison, Director of Educational Services; R. Riddiough, Head of Legal and Democratic Services; K. O’Hagan, Head of Employee and Customer Services; T. Baulk, Head of Finance and ICT; C. Monaghan, Head of Communities; M. Baker, Head of Policy and Performance; B. Phillips, Revenues and Benefits Manager; C. Cox, Planning Manager; M. Bums, Co-ordinator (Community, Learning and Development); K. Ross, Communications Officer; and A. Gibson, Committee Services Officer.

Also Attending: A. Mackenzie, External Auditor and S. Turner, Ayrshire Roads Alliance.

### **1. Declarations of Interest.**

There were no declarations of interest by Members of the Panel in terms of Council Standing Order No. 17 and the Councillors’ Code of Conduct.

### **2. Minutes of previous meeting.**

The minutes of 16th June 2015 (issued) ([link attached](#)) were submitted and approved.

### **3. Decision Log.**

The Executive Director – Resources, Governance and Organisation advised that from the next meeting of this Panel, there would be a Decision Log presented detailing items decided at previous meetings and what was expected to be implemented from that decision and by when, to enable the Panel to track these. Both this Panel’s decisions and full Council decisions would be included.

**Decided:** to note the position.

## **Lifelong Learning.**

### **4. South Ayrshire Community Learning and Development Plan.**

There was submitted a report (issued) ([link attached](#)) of 3rd August 2015 by the Executive Director – Economy Neighbourhood and Environment seeking approval of the South Ayrshire Community Learning and Development Plan.

The Panel, having noted that there would be an update briefing sent to Members on the main milestones, with a further report when the Communities Review was concluded,

**Decided:** to approve the South Ayrshire Community Learning and Development Plan.

### **Sustainability and Environment.**

#### **5. Shorefront Parking in Ayr – Update 2015.**

There was submitted a report (issued) ([link attached](#)) of 17th August 2015 by the Executive Director – Economy, Neighbourhood and Environment seeking approval to revise existing parking restrictions at Queens Terrace Lane car park in Ayr.

The Panel

**Decided:** to approve the introduction of a parking restriction at Queen’s Terrace Lane car park limited to five hours between 8.00 a.m. and 6.00 p.m. Monday to Friday inclusive, with no return within this time.

### **Economic Development, Tourism and Leisure.**

#### **6. Supplementary Planning Guidance: Housing Allocations Design Guidance, Redevelopment Opportunities and Housing Land Supply.**

There was submitted a report (issued) ([link attached](#)) of 30th July 2015 by the Executive Director – Economy, Neighbourhood and Environment seeking approval

- (1) of the following finalised supplementary guidance as adopted supplementary guidance:-
  - (a) “Housing Site Design Briefs” ([Appendix 1 to the report](#)) to provide design guidance for Local Development Plan (LDP) housing allocations; and
  - (b) “Redevelopment Opportunity Schedule” ([Appendix 2 to the report](#)) to promote vacant and brownfield land for a range of development uses; and
- (2) to undertake public consultation on the draft “Maintaining and Effective Housing Land Supply” supplementary guidance ([Appendix 3 to the report](#)).

The Panel, having clarified points in relating to allotments, sites for affordable housing, a proposed golf course north of Greenan, Ayr and the proposals for Monkton,

**Decided:**

- (1) to approve supplementary guidance on design briefs for LDP housing allocations and redevelopment allocations for adoption as detailed in Appendix 1 of the report with the exception of the proposals for Monkton, which would be reported back to this Panel in due course; and
- (2) to approve the draft supplementary guidance relating to housing land supply for public consultation.

**7. Girvan Sport and Leisure Centre.**

There was submitted a report (issued) ([link attached](#)) of 4th August 2015 by the Executive Director – Economy, Neighbourhood and Environment seeking approval for the specific conditions attached to the SportsScotland offer of award.

The Panel

**Decided:** to agree to the specific conditions attached to the SportsScotland offer of award.

**8. Ayrshire Regional Growth Deal.**

There was submitted a report (issued) ([link attached](#)) of 19th August 2015 by the Executive Director – Economy, Neighbourhood and Environment seeking approval to prepare an Ayrshire Regional Growth Deal (ARGD) but in collaboration with North and East Ayrshire Councils.

The Panel having noted that the proposals would create jobs and wealth in Ayrshire and,

**Decided:**

- (1) to agree the establishment of an Ayrshire Officers' Working Group to oversee the development of the business case and to subsequently develop a potential portfolio of investment projects of regional significance that could deliver a shared vision for Ayrshire;
- (2) to request that the Executive Director – Economy, Neighbourhood and Environment liaise with colleagues in the Ayrshire Economic Partnership to progress this proposal and report back to members at key stages in its development; and
- (3) to approve the commitment of up to £50,000 matched by the same level of support from East and North Ayrshire Councils, to progress this proposal; to be used to secure any internal or external support required.

## **Resources and Performance.**

### **9. Review of 2014/15 Out-turn Reports.**

Reference was made to the Minutes of South Ayrshire Council of 25th June 2015 (Page 6, paragraph 11), report entitled 'Annual Accounts 2014/15', when it had been decided to request that the Chief Executive undertake a review of the 2014/15 out-turn reports and report back to this meeting and there was submitted a report (issued) ([link attached](#)) of 10th August 2015 by the Chief Executive updating the Panel on this issue.

The Panel, having noted that a Briefing Paper would be provided to Members regarding the identified underspends and impact on future years' budgets,

#### **Decided:**

- (1) to approve additional budget adjustments totalling £1.440m as outlined in Appendix 1 to the report;
- (2) to note the remaining budget gap for 2016/17 and 2017/18; and
- (3) to agree that details of the budget adjustments of £1.440m would be transferred to contingency in 2015/16 and thereafter considered along with the Council's overall reserves position as part of the budget setting process for 2016/17 and beyond.

### **10. Approvals Under Delegated Authority During Period of Recess.**

There was submitted a report (issued) ([link attached](#)) of 17th August 2015 by the Executive Director – Resources, Governance and Organisation advising of the matters determined under delegated authority during recess.

The Panel

**Decided:** to note the matters determined under delegated authority during recess.

### **11. Budget Management – Revenue Budgetary Control 2015/16 – Position Statement at 30th June 2015.**

There was submitted a report (issued) ([link attached](#)) of 17th August 2015 by the Head of Finance and ICT providing a financial overview of the General Services Revenue Account, Housing Revenue Account and Common Good Accounts for 2015/16 as at 30th June 2015.

The Panel, having clarified issues relating to efficiency savings, accommodation in Walker Road, Ayr and the workforce change reserve,

**Decided:**

- (1) to note the revised Directorate budgets following the budget movements as outlined in paragraphs 3.3 to 3.8 of the report;
- (2) to approve the virement as outlined in the Directorate financial performance reports at Appendix 1 and summarised in 4.1(3) to the report;
- (3) to approve the requested earmarking for carry forward of resources to 2016/17 as outlined in 4.1(4) of the report; and
- (4) to note that a further update would be reported to the next meeting of this Panel regarding the overall year end projected position for the contingency balance, as outlined in Appendix 2 of the report.

**12. Discretionary Housing Payments 2015/16 – Projected Demand : Non Under Occupancy Cases.**

There was submitted a report (issued) ([link attached](#)) of 17th August 2015 by the Head of Finance and ICT

- (1) outlining the current Discretionary Housing Payment (DHP) projected demand for 2015/16 in respect of cases not resulting from under occupancy restrictions; and
- (2) seeking approval to draw funding from the Welfare Reform budget to meet the additional cost identified for the remainder of 2015/16.

The Panel

**Decided:**

- (a) to approve a transfer of £60,000 from the Welfare Reform budget held within the Miscellaneous Services Account to meet the additional projected cost of awarding non under occupancy DHP claims for the remainder of 2015/16; and
- (b) to request the Head of Finance and ICT to prepare a report to a future meeting of the Leadership Panel once feedback from the joint Holyrood and Westminster Ministerial Working Group on Welfare was available, which considered the longer term future year implications for the Council's current DHP policy.

**13. Service Review Scopes.**

There was submitted a report (issued) ([link attached](#)) of 17th August 2015 by the Executive Director – Resources, Governance and Organisation seeking approval of the scopes, including objectives, timescales and resource requirements, of the service reviews for Archives, Payroll and HR Business and Resourcing and Corporate Procurement.

The Panel, having clarified issues relating to the scopes for the three Reviews and the proposed timescales for these,

**Decided:** to approve the service review scopes for

- (1) Archives (attached as Appendix 1 to the report);
- (2) Payroll and HR Business and Resourcing (attached as Appendix 2 to the report);  
and
- (3) Corporate Procurement (attached as Appendix 3 to the report).

The meeting ended at 11.00 a.m.