

**LEADERSHIP PANEL.**

Minutes of meeting in County Buildings, Wellington Square, Ayr  
on 18 February 2020 at 10.00 a.m.

Present: Councillors Douglas Campbell (Chair), Ian Cochrane, Julie Dettbarn, William Grant, Peter Henderson, Brian McGinley and Philip Saxton.

Attending: E. Howat, Chief Executive; D. Hutchison, Depute Chief Executive and Director – People, D. Gillies, Director – Place; C. Caves, Head of Regulatory Services; T. Baulk, Head of Finance and ICT; M. Inglis, Head of Children’s Health, Care and Justice Services; J. Bradley, Executive Manager – People Directorate; K. Anderson, Service Lead – Corporate and Housing Policy; P. Bradley, Service Lead – Professional Design Services; T. Burns, Service Lead – Asset Management and Community Asset Transfer; T. Leijser, Service Lead – Economic Development; K. Briggs, Service Lead – Legal and Licensing; N. Gemmell, Service Lead – Revenues and Benefits; J. Nicol, Service Lead – Planning and Building Standards; M. Houston, Service Lead – Trading Standards and Environmental Health; D. Strang, Quality Improvement Manager; S. Baird, Team Leader (Community Asset Transfer); M. Douglas, Team Leader (Licensing); S. Alexander, Service Finance Team Co-ordinator (People); R. Kingisepp, Capital Planning Co-ordinator; and A. Gibson, Committee Services Officer.

Also

Attending: P. Davey, I. Gall, D. Gemmell, T. Robinson, S. Ross and E. Terras (for items 6 and 7 only).

**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 21 January 2020 ([issued](#)) were submitted and approved.

**3. Variation in Order of Business.**

In terms of Council Standing Order No. 13(2), the Panel agreed to vary the order of business as hereinafter minuted.

## **Resources and Performance.**

### **4. Community Asset Transfer Request for the Purchase of Dundonald Castle Visitors' Centre and Adjacent Land.**

There was submitted a report ([issued](#)) of 11 February 2020 by the Director – Place advising of a proposed Community Asset Transfer of ownership of the asset known as the Dundonald Castle Visitors Centre and adjacent land, Winehouse Yett, Dundonald, Ayrshire KA2 9HD to Friends of Dundonald Castle SCIO 31541 (FODC).

Following a question from a Member of the Panel and having noted that should the current funding bid for the purchase by FODC be unsuccessful, further funding options would be explored, the Panel

#### **Decided:**

- (1) to approve the asset transfer of ownership of the Dundonald Castle Visitors' Centre and adjacent land under Part 5 of the Community Empowerment (Scotland) Act 2015 to Friends of Dundonald Castle SCIO for the sum of £28,000 (Twenty Eight Thousand Pounds) Sterling and subject to the conditions, as detailed in Appendix 1 of the report; and
- (2) to request the Head of Regulatory Services to conclude the sale in accordance with the recommendations in the report.

### **5. Decision Log.**

#### **Decided:**

- (1) to note there were a number of updates still required to the list of [overdue actions](#); and
- (2) to agree the actions listed with [revised due dates](#); and
- (3) to note the [recently completed actions](#).

## **Children and Young People.**

### **6. Revised Devolved School Management Scheme.**

There was submitted a joint report ([issued](#)) of 7 February 2020 by the Depute Chief Executive and Director – People and Head of Finance and ICT seeking approval to implement a revised Devolved School Management (DSM) Scheme.

Following a question from a Member and having noted how this would feed into the budget process, the Panel

#### **Decided:**

- (1) to approve the revised Devolved School Management (DSM) Scheme, as detailed in Appendix 1 of the report; and
- (2) to delegate authority to the Depute Chief Executive and Director - People to amend the DSM Scheme to reflect any future Council decisions that impacted on it.

### **7. Revised Eligibility Criteria for School Clothing Grants.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Depute Chief Executive and Director – People seeking approval to amend the eligibility criteria for school clothing grants.

The Panel

**Decided:** to approve the revised eligibility criteria for school clothing grants, subject to the amendment of a typographical error in paragraph 3.4 of the report to change “household income” to “earned income” where it appears.

### **8. Children and Families Transformation Proposals.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Head of Children’s Health, Care and Justice Services seeking approval for the funding of three transformational proposals for the Health and Social Care Partnership’s (HSCP’s) Children and Families service which would be funded from the Efficiency and Improvement Fund, the Repairs and Renewal Fund and core Health and Social Care Partnership budgets.

Following issues raised regarding the introduction of the proposals, the Panel

**Decided:**

- (1) to approve the use of the Efficiency and Improvement Fund to the value of £230,000 and the Repairs and Renewals Fund to the value of £199,000 for:
  - Whole Family, Whole System Approach;
  - Signs of Safety; and
  - Cunningham Place enhanced provision;
- (2) to approve the creation of 5 FTE temporary posts, for a three year period, to deliver the Whole Family, Whole System approach;
- (3) to agree that progress be reported back to this Panel in twelve months time;
- (4) to agree that any savings accrued from these proposals be put back into the reserves of the Health and Social Care Partnership budget and used for further transformational changes or overspends; and
- (5) to record this work as an example of good practice and transformation activity which could be included as evidence for forthcoming Best Value Audit.

**Economy and Culture.****9. Ayrshire Regional Spatial Strategy.**

There was submitted a report ([issued](#)) of 10 February 2020 by the Director – Place advising that planning officers were working with their counterparts in East and North Ayrshire Councils to prepare a regional spatial strategy for Ayrshire (Ayrshire RSS) for submission to Scottish Ministers by August 2020.

The Panel

**Decided:**

- (1) to note that the Planning Service was collaborating with East and North Ayrshire Councils in the preparation of an Ayrshire Regional Spatial Strategy, in accordance with statutory requirements;
- (2) to request that a further report be submitted to the Leadership Panel of 26 May 2020 seeking approval for an 'indicative' Ayrshire RSS; and
- (3) to agree that discussions should take place with the Local Development Plan Board, prior to being reported to this Panel in May 2020.

## 10. **Advancing Manufacturing Challenge Fund.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Director – Place

- (1) providing information on two Advancing Manufacturing Challenge Fund (AMCF) applications submitted to Scottish Enterprise by South Ayrshire Council; and
- (2) that these applications formed part of the Ayrshire Growth Deal (AGD) plans for an aerospace innovation centre sited on the Prestwick campus.

Following discussion regarding the use of smaller local companies in this venture, the necessity for the early appointment of staff and the need for all the funding provided to be utilised, the Panel

### **Decided:**

- (a) to note the successful determination of the AMCF applications; and
- (b) to agree the AGD match spending of £867,909, to enable contract completion.

## **Corporate.**

### 11. **Engaging with Communities.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Depute Chief Executive and Director - People seeking approval of a proposed Community Engagement Strategy.

The Panel

### **Decided:**

- (1) to approve the proposed Community Engagement Strategy, as detailed in Appendix 1 of the report; and
- (2) to agree that the Portfolio Holder, in conjunction with officers, would ensure how best to implement this Strategy.

## **Housing and Community Wellbeing.**

### 12. **Scottish Government's Housing to 2040 Consultation Response.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Depute Chief Executive and Director – People seeking approval for the submission of the Council's response to the Scottish Government's consultation on Housing to 2040.

Following discussion on fuel poverty, the Panel

**Decided:** to approve the proposed response to the Scottish Government's consultation Housing to 2040, as detailed in Appendix 1 of the report.

**13. Civic Government (Scotland) Act 1982 – Proposed Licensing of Sexual Entertainment Venues.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Head of Regulatory Services providing an update on the results of the initial public consultation on the licensing of Sexual Entertainment Venues (SEVs) in South Ayrshire and, in light of these, to introduce a licensing scheme for SEVs.

Having considered the responses to the recent consultation exercise and noted that without a licensing scheme in South Ayrshire, SEVs could be opened without the regulation afforded by a licensing scheme, the Panel

**Decided:** to agree

- (1) to introduce a licensing scheme for Sexual Entertainment Venues;
- (2) to a commencement date of 1 March 2021 for the licensing scheme for Sexual Entertainment Venues to be introduced; and
- (3) that the matter be reported to South Ayrshire Council in December 2020.

**Resources and Performance.**

**14. Write-offs: Non-Domestic Rates, Customer Invoicing and Housing Benefit Overpayments.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Head of Finance and ICT seek the approval to write-off Non-Domestic Rates (relating to specific cases for 2017/18 and 2018/19), Customer Invoicing Accounts and Housing Benefit Overpayments in accordance with Council policy.

The Panel

**Decided:** to approve

- (1) the write-off of Non-Domestic Rates amounting to £467,261.36;
- (2) the write-off of Customer Invoicing accounts amounting to £40,042.29; and
- (3) the write-off of Housing Benefit Overpayments amounting to £53,016.17.

**15. Budget Management - Revenue Budgetary Control 2019/20 – Position at 31 December 2019.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Head of Finance and ICT detailing a financial overview of the General Services revenue account, Housing Revenue Account and Common Good Accounts for 2019/20 as at 31 December 2019.

The Panel

**Decided:**

- (1) to note the revised Directorate budgets following the budget movements, as outlined in the report;
- (2) to approve the budget transfers as outlined in the Directorate financial performance reports, as detailed in the report;
- (3) to approve the new earmarking of resources to be carried forward to 2020/21 as summarised in the report;
- (4) to note the overall £1.283m projected over spend in the Health (£0.505m) and Social Care (£0.778m) Partnership;
- (5) to approve the allocation of £0.500m to the Repair and Renewals Fund from the uncommitted underspend as detailed in 4.1.14;
- (6) to note the projected General Fund in year underspend of £3.407m after earmarking and Repair and Renewals fund transfer; and
- (7) to agree that, in respect of (4) above, the Director of Health and Social Care and the Head of Finance and ICT confirm a repayment schedule and report the matter back to this Panel.

**16. General Services Capital Programme 2019/20: Monitoring report as at 31 December 2019.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Director – Place providing an update on the actual capital expenditure and income, together with progress made on the General Services capital programme projects as at 31 December 2019 (Period 9), and to agree the changes to budgets in 2019/20 and future years.

The Panel

**Decided:**

- (1) to note the progress made on the delivery of the General Services Capital Programme to 31 December 2019, resulting in spend of £28,182,222 or 51.10%, as detailed in Appendix 1 of the report;
- (2) to approve the adjustments as contained in Appendix 2 of the report; and
- (3) to approve the revised budget for 2019/20 at £45,670,165, 2020/21 at £86,175,059 and 2021/22 at £61,946,634 as highlighted in Appendix 2 of the report.

**17. Housing Capital Programme 2019/20: Monitoring report as at 31 December 2019.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Director – Place providing an update on the actual capital expenditure and income, together with progress made on the Housing capital programme projects as at 31 December 2019 (Period 9) and to agree the changes to budgets in 2019/20 and future years.

The Panel

**Decided:**

- (1) to note the progress made on the delivery of the Housing Capital Programme to 31 December 2019, resulting in spend of £15,853,059 or 60.31%, as detailed in Appendix 1 of the report;
- (2) to approve the adjustments as contained in Appendix 2 of the report; and
- (3) to approve the revised budget for 2019/20 at £23,323,330, 2020/21 at £39,295,136 and 2021/22 at £14,806,890 as highlighted in Appendix 2 of the report.

**18. Regulation of Investigatory Powers (Scotland) Act 2000 – Inspection of South Ayrshire Council by the Investigatory Powers Commissioner’s Office.**

There was submitted a report ([issued](#)) of 7 February 2020 by the Head of Regulatory Services

- (1) advising of the content of the inspection report by the Investigatory Powers Commissioner’s Office (IPCO) dated 26 November 2019 regarding the Council’s arrangements for the use of covert techniques;
- (2) seeking endorsement of revisions to the Council’s procedures to address the comments made within that report; and
- (3) providing an update on the Council’s use of Regulation of Investigatory Powers (Scotland) Act 2000 (RIPSA).

The Panel

**Decided:**

- (a) to note the content of the inspection report by the Investigatory Powers Commissioner’s Office;
- (b) to approve the proposed revisions to the Council Procedures for Directed Surveillance and the Use of Covert Human Intelligence Sources (CHIS);
- (c) to note the level and type of covert activity which had been authorised since the previous inspection; and
- (d) to agree that officers would keep Members updated on this matter annually, either by a report presented to this Panel or by a Members Briefing Note.

The meeting ended at 11.35 a.m.