

LEADERSHIP PANEL.

Minutes of meeting in County Buildings, Wellington Square, Ayr and remotely on 27 October 2020 at 10.00 a.m.

Present: Councillors Peter Henderson (Chair).

Present

Remotely:- Councillors Siobhian Brown, Ian Cochrane, Julie Dettbarn, William Grant, Brian McGinley and Philip Saxton.

Attending: E. Howat, Chief Executive; C. Caves, Head of Legal, HR and Regulatory Services; T. Baulk, Head of Finance and ICT; and A. Gibson, Committee Services Officer.

Attending

Remotely: D. Hutchison, Depute Chief Executive and Director – People; D. Gillies, Director – Place; T. Eltringham, Director of Health and Social Care; M. Inglis, Head of Children’s Health, Care and Justice Services; P. Bradley, Service Lead – Professional Design Services; K. Dalrymple, Service Lead – Neighbourhood Services; T. Burns, Service Lead – Asset Management and Community Asset Transfer; D. Yuille, Service Lead – Special Property Projects; M. Alexander, Service Lead – Housing Services; Z. Fance, Service Lead – Procurement; G. Cockburn, Service Lead – Director Support; C. Monaghan, Service Lead – Community Services and Facilities; C. Boyd, Service Lead – Risk and Safety; and J. Wood, Senior Manager (Planning and Performance).

1. Opening Remarks.

The Chair confirmed that today’s meeting was not open to the press and public, which was permissible under the COVID-19 legislation.

2. 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.

3. Minutes of previous meeting.

The minutes of 15 September 2020 (issued) were submitted and approved.

4. **Decision Log.**

The Panel

Decided:

Having agreed that the Head of Legal, HR and Regulatory Service would provide one Member of the Panel with an update on an entry in the Log relating to “Implementation of 20mph speed restrictions across South Ayrshire Villages” and another Member with confirmation of where and when the report on the Disclosure of Confidential Information would be presented, the Panel agreed:-

Decided:

- (1) to approve
 - (a) the list of overdue actions; and
 - (b) the actions listed with revised due dates; and
- (2) to note the recently completed actions.

Children and Young People.

5. **Proposal for the Development of the New Corporate Parenting Plan 2021-24.**

There was submitted a report (issued) of 20 October 2020 by the Head of Children’s Health, Care and Justice Services providing Members with the proposal on the development of the new Corporate Parenting Plan covering the period 2021 to 2024.

The Panel

Decided:

- (1) to note the initial progress made;
- (2) to approve the proposal on the development of the new Corporate Parenting Plan, attached as Appendix 1 to the report; and
- (3) to agree that when stakeholders were consulted, this would include kinship carers.

6. **South Ayrshire’s Proposal to Support Unaccompanied Asylum Seeking Children.**

There was submitted a report (issued) of 20 October 2020 by the Head of Children’s Health, Care and Justice Services updating this Panel on the Health and Social Care’s present capacity and ability to offer appropriate care for unaccompanied asylum seeking children.

Having noted the optimism that foster carers could be recruited, the Panel

Decided:

- (1) to note the contents of the report; and
- (2) to approve the proposal to enhance foster care services to enable South Ayrshire to offer to care for unaccompanied asylum seeking children in foster families.

7. Support for Young Carers.

There was submitted a report (issued) of 20 October 2020 by the Head of Children's Health, Care and Justice Services providing an update on the support for young carers, including an update on the draft South Ayrshire Young Carers Strategy 2020-2025.

Having considered the progress to date on young carer identification and support within South Ayrshire and following discussion regarding consultation, the YoungScot card and the position with young carers having to deal with prescriptions, the Panel

Decided:

- (1) to note that work was ongoing to promote free access to leisure for young carers and to develop authorisation cards within an NHS context;
- (2) to note that the Draft Young Carers Strategy was currently out for consultation prior to formal approval by the Integration Joint Board in January 2021; and
- (3) to confirm its agreement with the terms of the Draft Young Carers Strategy.

8. Prestwick Educational Campus - Financial Close.

There was submitted a report (issued) of 20 October 2020 by the Director Place

- (1) providing an update on progress of the Prestwick Educational Campus Project, including the most up to date scheme, costs and programme, and
- (2) seeking approval for a revised funding package and to proceed to execute the necessary documents at financial close.

The Panel

Decided:

- (a) to note the outcome of the HubSW Stage 2 detailed design phase for the Project, including the most up to date scheme, costs and programme;
- (b) to approve the revised funding package for the project;

- (c) to request the Head of Legal, HR and Regulatory Services to execute the necessary documents on behalf of the Council at Financial Close; and
- (d) to agree that the concerns raised by Members in relation to sustainable travel to and from the Project site, to include such matters as parking and consultation with the community, be addressed by officers.

Economy and Culture.

9. Ayr Grammar, 2 Midton Road, Ayr.

There was submitted a report (issued) of 20 October 2020 by the Director – Place advising on the feasibility that had been prepared by BDP architects in August 2020 and to obtain approval to declare Ayr Grammar surplus to requirements once the new school was opened in January 2021.

Following discussion on the future use of the building, the Panel

Decided:

- (1) to note the feasibility study that has been prepared by BDP architects in August 2020;
- (2) to grant authority the Director – Place to declare Ayr Grammar surplus to requirements when the new school is opened in January 2021; and
- (3) to request officers to develop proposals for future use and report back to the Leadership Panel in January 2021.

Environment.

10. Sale of Land at Queens Terrace, Maybole.

There was submitted a report (issued) of 20 October 2020 by the Director - Place to obtain approval from this Panel to declare the area outlined in Appendix 1 of the report, surplus to requirements and to then sell this area to Ayrshire Housing for £50,000.

The Panel

Decided:

- (1) to grant approval to the Director - Place to declare this area of land surplus to requirements and sell the area shown in Appendix 1 of the report, to Ayrshire Housing for £50,000 (Fifty Thousand Pounds) subject to the terms and conditions outlined in the report; and
- (2) to request the Head of HR, Legal and Regulatory Services to conclude the legal transaction on these terms and conditions.

11. Proposed Lease Agreement, Carrick Academy, Maybole.

There was submitted a report (issued) of 20 October 2020 by the Director – Place seeking approval to enter into a new agreement with Lowland Reserve Forces' and Cadets' Association (RFCA) in return for its agreement to extinguish its servitude right of access, to its premises at 70 Kirkoswald Road, Maybole.

The Panel

Decided:

- (1) to grant approval to conclude a new agreement with Lowland RFCA in return for its agreement to extinguish its servitude right of access over part of the Carrick Academy Site; and
- (2) to request the Head of Legal, HR and Regulatory Services to conclude this lease agreement with the Lowland RFCA.

12. Annual Climate Change Duty Reporting 2019-20.

There was submitted a report (issued) of 20 October 2020 by the Assistant Director – Place seeking approval of the South Ayrshire Council Annual Climate Change Duty Report 2019-20 in relation to our public sector climate change duties which came into force on 1 January 2011 as introduced by the Climate Change (Scotland) Act 2009.

The Panel

Decided:

- (1) to approve the South Ayrshire Council Annual Climate Change Duty Report 2019-20, as contained in Appendix 1 of the report; and
- (2) to agree that the report was made publicly available via submission to the Scottish Government.

13. Property Maintenance, Domestic Repairs Service (Pilot).

There was submitted a report (issued) of 20 October 2020 by the Director – Place providing an update on the Domestic Repairs Service provided by Property Maintenance, for South Ayrshire home owners, following a pilot of the service in 2020.

Having proposed further options for commercialisation and in-house delivery, the Panel

Decided:

- (1) to note the circumstances which led to the launch of a pilot Domestic Repairs Service, for South Ayrshire home owners, in January 2020;
- (2) to note the concerns raised by the Trade Unions and local business owners, in relation to the Council offering a Domestic Repairs Service for South Ayrshire home owners;
- (3) to note the evaluation undertaken on the costs associated with the set up and operation of the Domestic Repairs Service pilot, against the income received and volume of work commissioned;
- (4) to approve that the Domestic Repairs Service, for South Ayrshire home owners, was not extended beyond the pilot period; and
- (5) to agree that officers consider options to bring contracts in house and explore any further commercialisation opportunities with a report being presented to this Panel in January 2021.

Corporate.

14. Pan-Ayrshire Community Wealth Building Commission and Anchor Charter.

There was submitted a report (issued) of October 2020 by the Director - Place advising on efforts to deliver a regional Community Wealth Building approach in Ayrshire, which included the formation of an Ayrshire Community Wealth Building Commission of Anchor Institutions, committed to delivering the pledges of a collaborative Anchor Charter.

The Panel

Decided:

- (1) to note the ongoing work of the regional partners, or Anchor Institutions, as part of the Ayrshire Community Wealth Building Commission;
- (2) to acknowledge the urgent circumstances surrounding the launch of the regional, collaborative Anchor Charter and homologates the Council's formal signing of the charter;
- (3) to request that the Director - Place organises a briefing on Community Wealth Building for Elected Members, issued via the Members Bulletin; and
- (4) to request that the Director - Place established a Community Wealth Building officers' working group for South Ayrshire Council and provides a further update to the Panel on progress.

15. Adjournment of meeting.

The time being 11.25 a.m., the Panel agreed to adjourn for ten minutes.

The meeting resumed at 11.35 a.m.

16. Events During Coronavirus.

There was submitted a report (issued) of 21 October 2020 by the Depute Chief Executive and the Director – People seeking agreement on the approach being taken to events during the current public health situation.

The Panel

Decided: to agree the approach being taken to events during the current public health situation, including for virtual Christmas Light Switch Ons and activities within South Ayrshire's five main towns.

17. Strategic Risk Management.

There was submitted a report (issued) of 20 October 2020 by the Head of Legal, HR and Regulatory Services updating this Panel on the reviewed Strategic Risk Register - August 2020 in line with the agreed reporting framework.

Having considered the reviewed Strategic Risk Register updated by Chief Officers, the Panel

Decided:

- (1) to note the eleven key risks and endorse the work currently being undertaken or proposed by risk owners to mitigate these risks; and
- (2) to agree that the Head Legal, HR and Regulatory Services provide Members with an update on the resources implemented for homeworking and the access by employees to these resources and any support services provided by the Council, as a result of COVID-19.

Adults' Health and Social Care.

18. Annex 2 Contract Awards in 2019/20 and Q1 and Q2 2020/21.

There was submitted a report (issued) of 20 October 2020 by the Director of Health and Social Care advising, in accordance with Clause C.6 of Annex 2 of the Council's Standing Orders Relating to Contracts, of contracts directly awarded under South Ayrshire Council's Annex 2 arrangements in financial year 2019/20 and in Quarter 1 and Quarter 2 of financial year 2020/21.

The Panel

- (1) to note the detail listed at Appendix 1, of directly awarded contracts to service providers, during financial year 2019/20, using the provisions of Annex 2 of Standing Orders relating to Contracts;
- (2) to note the detail listed at Appendix 2, of directly awarded contracts to service providers, during Quarter 1 and 2 of financial year 2020/21, using the provisions of Annex 2 of Standing Orders relating to Contracts; and
- (3) to agree that officers consider working up a framework of principles to guide decisions taken on the award of Annex 2 contracts in order to improve transparency and aid scrutiny of this process.

19. Health and Social Care Partnership – Social Work Practice Development and Service Commissioning Enhancement.

There was submitted a report (issued) of 20 October 2020 by the Director of Health and Social Care

- (1) seeking approval for a number of proposed changes to staffing within the Health and Social Care Partnership (HSCP); and
- (2) advising that the changes were intended to build on recent improvements in the development of social work practice and strengthen the commissioning and planning capacity within the HSCP.

The Panel

Decided: to approve

- (a) the deletion of posts identified in Appendices 1 and 2 of the report;
- (b) the creation of posts identified in Appendices 1 and 2 of the report;
- (c) the variation of job remits for posts identified in Appendices 1 and 2 of the report; and
- (d) the transfer of 3 Partnership Engagement Officers funded by the HSCP from the People Directorate to the HSCP.

Housing and Community Wellbeing.

20. Affordable Housing Development at 12-14 Main Street, Prestwick.

There was submitted a report (issued) of 21 October 2020 by the Director – Place seeking approval to proceed with the development of affordable housing at 12-14 Main Street, Prestwick and to approve the proposed funding package for the development.

The Panel

Decided:

- (1) to agree to the development of the cleared site at 12-14 Main Street, Prestwick (Appendix 1) for the development of 11 new affordable amenity housing units;
- (2) to approve the proposed funding package;
- (3) to approve the recommendation to instruct HubSW to enter into a contract with Ashleigh (Scotland) Ltd to build the units; and
- (4) to request the Head of Legal, HR and Regulatory Services to execute the necessary contract documents on behalf of the Council at Financial Close.

Resources and Performance.

C

21. Annual Procurement Report 2020.

There was submitted a report (issued) of 20 October 2020 by the Assistant Director – Place seeking approval for the publication of the Council’s Annual Procurement Report 2020 which detailed the Council’s procurement activity between 1 April 2019 and 31 March 2020.

The Panel

Decided:

- (1) to approve the Annual Procurement Report 2020, as detailed in Appendix 1 of the report; and
- (2) to request that officers forward this report to the Scottish Government before it is published on the Council’s website.

22. Riverside Public Events Space.

There was submitted a report (issued) of 20 October 2020 by the Director – Place

- (1) providing an update on progress of the Riverside Public Events Space Project; and
- (2) seeking approval to proceed to the next stage of the development.

Decided:

- (a) to note the progress made to date on the delivery of the project;
- (b) to approve the revised funding package for the project;
- (c) to request the Service Lead – Special Property Projects to submit a Planning Application for the revised design referred to in paragraph 4.6 of the report; and
- (d) to request the Service Lead – Special Property Projects to submit a further report to Leadership Panel in advance of financial close for approval.

23. Review of Capital Estimates: General Services Capital Programme 2020/21 to 2029/30.

There was submitted a report (issued) of 21 October 2020 by the Director – Place seeking approval of expenditure incurred as a result of Covid-19 and agreement to adjust the General Services Capital Programme for 2020/21 and future years to reflect programmes of work which would be achievable as a result of restrictions imposed by the Covid-19 pandemic.

The Panel

Decided:

- (1) to grant permission to pay the additional Covid-19 related costs incurred for contracts which were on site when lockdown occurred, in line with Scottish Government guidelines;
- (2) to approve additional funding for Covid-19 related costs for projects which would be tendered in the current year and 2021/22 (estimated); and
- (3) to approve the revised General Services Capital Programme 2020/21 to 2029/30 as detailed in Appendix 1 of the report, along with any associated debt charge implications.

24. Review of Capital Estimates: Housing Capital Programme 2020/21 to 2029/30.

There was submitted a report (issued) of 21 October 2020 by the Director – Place seeking approval of expenditure incurred as a result of Covid-19 and agreement to adjust the Housing Capital Programme for 2020/21 and future years to reflect programmes of work which would be achievable as a result of restrictions imposed by the Covid-19 pandemic.

Having noted that there had been disruption to internal modernisation as a result of the COVID-19 pandemic, the Panel

Decided:

- (1) to grant permission to pay the additional Covid-19 related costs incurred for contracts which were on site when lockdown occurred, in line with Scottish Government guidelines;
- (2) to approve additional funding for Covid-19 related costs for projects which would be tendered in the current year and in 2021/22 (estimated); and
- (3) to approve the revised Housing Capital Programme 2020/21 to 2024/25 as detailed in Appendix 1 of the report, along with any associated debt charge implications.

25. Oracle Enterprise Business Suite Review.

There was submitted a report (issued) of 20 October 2020 by the Head of Finance and ICT

- (1) informing of the outcome of the recent Oracle Enterprise Business Suite (EBS) review; and
- (2) seeking approval to progress with the procurement of a replacement/upgrade to the most viable preferred Enterprise Resource Planning (ERP) Cloud option.

Having considered the Oracle EBS review output,

Decided: to agree

- (a) that Option 3 – ERP Cloud, was the most viable option in terms of meeting the Council's requirements for the future, whilst having an acceptable risk tolerance;
- (b) to source the additional required £4.025m. of capital funding by advancing unallocated funds from later years in the Council's overall ten-year capital investment programme; and
- (c) to develop the required detailed tender specifications with continued support from Socitm Advisory Limited at a cost £0.045m., which could be met from the implementation budget.

26. ICT End User Devices – Revised Replacement Programme.

There was submitted a report (issued) of 20 October 2020 by the Head of Finance and ICT seeking approval of an updated End User Device replacement activity programme and to fund the additional cost from future years unallocated budgets within the ten-year capital programme.

The Panel

Decided:

- (1) to approve the revision to the current replacement programme from a like for like replacement, to one of replacing all Desktop PC devices with laptops on a 1:1 ratio to enable full flexible/remote working for the corporate estate by 31 March 2021;and
- (2) to agree the required additional funding and profiling of £0.134m. be met from within unallocated capital project funding currently held in the ten-year capital programme.

27. 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 paragraph 9 of Part 1 of Schedule 7A of the Act.

Environment.

27. New Lease for Portland Park, Troon.

There was submitted a report (Members) of 23 October 2020 by the Director – Place seeking approval to enter into a new twenty-five year ground lease with Troon Football Club Limited, for Portland Park in Troon and to provide a grant to Troon Football Club Limited, subject to the terms and conditions set out in the report.

The Panel

Decided: to grant authority to

- (1) the Head of Legal, HR and Regulatory Services to agree with Troon Football Club Limited the grant conditions prescribed in the report for the upgrade of facilities and installation of a new all-weather 3G pitch at the leased subjects at Portland Park;
- (2) the Director – Place to enter into a new 25 year ground lease to Troon Football Club Limited at Portland Park in Troon on the terms outlined in the report provided agreement could be reached on the terms of the award of the grant referred to in the report; and
- (3) the Head of Legal, HR and Regulatory Services to conclude this lease and grant agreement on these and any other reasonable terms and conditions that are considered appropriate.

Housing and Community Wellbeing.

30. Continuation of Development of Land at Fort Street, Ayr.

There was submitted a report (Members) of 20 October 2020 by the Director – Place seeking approval to enter into a new contract with HubSW to facilitate the continuation of the affordable housing development at Fort Street, Ayr and to approve the proposed adjusted funding package for the project.

The Panel

Decided:

- (1) to approve the recommendation to enter into a new contract with HubSW to allow completion of the affordable housing development at Fort Street, Ayr;
- (2) to approve the proposed revised funding package for the project; and
- (3) to request the Head of Legal, HR and Regulatory Services to execute the necessary documents on behalf of the Council.

31. Consideration of Disclosure of the above Confidential Reports.

Decided: not to authorise the disclosure under Standing Order 32.4 of the whole or part of the following reports:-

- New Lease for Portland Park, Troon; and
- Continuation of Development of Land at Fort Street, Ayr.

The meeting ended at 12.50 p.m.