

LEADERSHIP PANEL.

Minutes of meeting in County Buildings, Wellington Square, Ayr
on 29th November 2016 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; T. Baulk, Head of Finance and ICT; D. Gillies, Head of Property and Risk; R. Riddiough, Head of Legal and Democratic Services; J. Cronin, Head of Enterprise, Development and Leisure; D. Burns, Head of Housing and Facilities; M. Newall, Head of Neighbourhood Services; S. Turner, Head of Roads – Ayrshire Roads Alliance; and A. Gibson, Committee Services Officer.

1. Declarations of Interest.

Councillor Saxton declared an interest in item 5 – Amendment of Vehicle Engine Sizes for Taxi and Private Hire Vehicles as he was a licence holder of a private hire vehicle.

2. Minutes of previous meeting.

The minutes of 1st November 2016 ([issued](#)) were submitted and approved.

3. Decision Log.

Decided: to note the contents of the Decision Log ([issued](#)).

Sustainability and Environment.

4. Ayrshire Roads Alliance – Engagement Arrangements and Update on Matters relating to Holmston Road Cycleway.

There was submitted a report ([issued](#)) of 2nd November 2016 by the Executive Director – Economy, Neighbourhood and Environment

- (1) seeking approval for engagement arrangements for the Ayrshire Roads Alliance (ARA); and
- (2) updating Members on the Holmston Road cycleway.

The Panel, having noted that a Minute of Agreement was not required for these new arrangements as the existing Service Agreement with East Ayrshire Council made provision for additional protocols; that a pack would be developed for each consultation exercise to include such material as routes and maps; and that the location of the Active Travel Hub in Prestwick would be decided in January 2017,

Decided:

- (a) to approve the proposed Protocol for Engagement on projects undertaken by ARA, as detailed in Appendix 1 of the report;
- (b) to support the current projects listed in the Report – namely Coylton Cycle Way Phase 4; Coalhall Cycle Way; Ayr-Mossblown-Annbank Cycle Path; Feasibility work relating to Active Travel Hubs in Girvan and Prestwick; Wracks Bridge; Alloway-Burton Underpass and Statutory Quality Partnership Projects;
- (c) to note that these projects would be subject to engagement as proposed in the Protocol, as detailed in Appendix 1 of the report; and
- (d) that with regard to the Protocol, consultation should take place with all Ayr Members relating to any works to be undertaken in Ayr and not just the particular Ward Members, as all Ayr Members would have an interest.

Councillor Saxton, having previously declared an interest in the following item of business left the meeting at this point.

5. Amendment of Vehicle Engine Sizes for Taxi and Private Hire Vehicles.

There was submitted a joint report ([issued](#)) of 21st November 2016 by the Head of Legal and Democratic Services and the Head of Neighbourhood Services proposing to amend the standards for taxi and private hire vehicles in the Fleet Management Policy, Guidelines and Code of Conduct Applicable to the Licensing, Operation and Testing of Taxis and Private Hire Cars, to reflect changes in vehicles available and to address issues raised by the taxi and private hire trade to provide a safe and reliable fleet.

The Panel, having welcomed the report and having noted that car emissions would be reduced by these proposals,

Decided: to approve the amendment to paragraphs 6.9 and 7.6 of the policy, to state 'The minimum engine size must meet the original manufacturer's specification', removing reference to engine size from both paragraphs, with a commencement date of 2nd December 2016.

Councillor Saxton re-joined the meeting at this point.

Economic Development, Tourism and Leisure.

6. Support for Troon Business Improvement District Proposal.

There was submitted a joint report ([issued](#)) of 16th November 2016 by the Head of Enterprise, Development and Leisure seeking approval for the Leader of the Council to write to Ian Davidson Porter, Project Director, Business Improvement District Scotland, expressing support for Troon Business Association in development of proposals for a Business Improvement District in Troon Town Centre.

The Panel, having commended Troon Business Association,

Decided: to agree that the Leader of this Council writes to Ian Davidson Porter, Project Director, Business Improvement District Scotland expressing the Council's support for Troon Business Association's Business Improvement District (BID) proposal.

7. **Troon Links Golf Course Clubhouse – Provision of Catering Services.**

There was submitted a joint report ([issued](#)) of 11th November 2016 by the Executive Director – Economy Neighbourhood and Environment regarding the provision of a licensed catering service at Troon Links Golf Course following a recent procurement exercise.

The Panel, having welcomed the report, and the proposal for a two year review of the arrangements,

Decided: to agree to the provision of a licensed catering service at Troon Links Golf Course Clubhouse remaining in-house.

Housing and Customer Services.

8. **Travelling Persons Site, Girvan.**

There was submitted a report ([issued](#)) of 4th November 2016 by the Head of Housing and Facilities seeking agreement to develop a replacement travelling persons site in Girvan, subject to planning consent.

The Panel, having welcomed the report, and noted that local members and residents supported the proposals to meet the Council's duties in relation to the travelling persons affected, and that the proposal represented best value,

Decided: to agree

- (1) a temporary connection to utilities at Low Troweir Road to minimise noise and to improve site safety;
- (2) the submission of a planning application for the construction of a replacement travelling persons' site at Low Troweir Road, Girvan;
- (3) to transfer the site at Low Troweir Road from the General fund to the HRA at nil value, subject to planning and ministerial consent being granted for the proposal;
- (4) subject to planning consent being granted, progress with a development of eight homes with associated space for touring caravans on the site at Low Troweir Road, Girvan;
- (5) funding of £1.2m. being made available from the sources, as outlined in section 5 of the report, to deliver this project; and
- (6) to formally close the Houdston Travelling Persons Site and take the necessary steps to secure this site.

9. Local Housing Strategy – 2017 to 2022.

There was submitted a report ([issued](#)) of 28th October 2016 by the Executive Director – Economy, Neighbourhood and Environment seeking approval for the content of the Local Housing Strategy (LHS) for submission to the Scottish Government by 31st December 2016.

The Panel, having sought clarification in relation to the Council's Affordable Housing Planning Policy for housing sites; the Council's current position of not using bed and breakfast accommodation for the homeless; pre-tenancy training; anti-social behaviour, and the variety of models proposed to support vulnerable groups,

Decided: to agree the Local Housing Strategy (LHS) for the period 2017-2022 and approval for submission to the Scottish Government by 31st December 2016.

10. Strategic Housing Investment Plan (SHIP) – 2017/18 to 2021/22.

There was submitted a report ([issued](#)) of 28th October 2016 by the Head of Housing and Facilities seeking approval for the content of the Strategic Housing Investment Plan (SHIP) for submission to the Scottish Government by 30th November 2016.

The Panel, having discussed the identification of sites through the Local Development Plan process and the Scottish Government's financial allocation to South Ayrshire to support additional affordable housing,

Decided: to agree the Strategic Housing Investment Plan (SHIP) and approval for submission to the Scottish Government by 30th November 2016.

Resources and Performance.

11. Budget Management - Revenue Budgetary Control 2016/17 – Position Statement at 30th September 2016.

There was submitted a report ([issued](#)) of 22nd November 2016 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 2016/17 as at 30th September 2016.

The Panel, having welcomed the report,

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 Appendix 1 of the report and summarised in the report;

- (3) to approve the requested Educational Services budget transfers relating to Pre 5 Education payments to nursery partners and Transport Costs, as outlined in the report; and
- (4) to approve the requested new earmarking for carry forward of resources to 2017/18, as outlined in the report.

12. General Services Capital Programme 2016/17: Monitoring Report as at 30th September 2016.

There was submitted a report ([issued](#)) of 21st November 2016 by the Head of Property and Risk updating Members on the actual capital expenditure and income, together with progress made on the General Services Capital Programme projects as at 30th September 2016.

The Panel, having welcomed the report and noted the improved delivery against an ambitious programme delivering for local communities

Decided:

- (1) to note the progress made on the delivery of the General Services Capital Programme to 30th September 2016, resulting in spend of £25,778,797 (representing 51.76% of the current approved budget for 2016/17); and
- (2) to approve the adjustments, as detailed in Appendix 1 of the report.

13. Housing Capital Programme 2016/17: Monitoring Report as at 30th September 2016.

There was submitted a joint report ([issued](#)) of 21st November 2016 by the Head of Property and Risk and Head of Housing and Facilities updating Members on the actual capital expenditure and income, together with progress made on the Housing Capital Programme projects as at 30 September 2016.

The Panel, having noted that the impact of the increased programme on the percentage delivery against target; having discussed the effects of fuel poverty; having been reassured that the Programme was on target to achieve a similar expenditure to last year's; and having sought clarification on why new build housing was being carried forward to 2017/18 and noted that improved profiling was required for future years' programmes,

Decided:

- (1) to note the progress made on the delivery of the Housing Capital Programme to 30th September 2016, resulting in spend of £6,542,378 (representing 30.48% of the current approved budget for 2016/17); and
- (2) to approve the adjustments, as contained in Appendix 1 of the report.

14. Updated Asset Management Plan (Land and Buildings) and Policy for the Acquisition and Disposal of Land and Buildings.

There was submitted a report ([issued](#)) of 21st November 2016 by the Head of Property and Risk seeking approval of updates to the Council's Asset Management Plan (Land and Buildings) and Policy for the Acquisition and Disposal of Land and Buildings.

The Panel, having heard the Executive Director – Resources, Governance and Organisation advise, in response to a question, that the Scheme of Delegation required Portfolio holders to be consulted on delegated decisions, and that the Member's Bulletin would be used more in future to report on decisions taken under delegated authority,

Decided:

- (1) to approve the revised Asset Management Plan (Land and Buildings), as detailed in Appendix 1 of the report; and
- (2) to approve the revised Policy for the Acquisition and Disposal of Land and Buildings, as detailed in Appendix 2 of the report.

15. Regulation of Investigatory Powers (Scotland) Act – Inspection Report.

There was submitted a report ([issued](#)) of 21st November 2016 by the Executive Director – Resources, Governance and Organisation

- (1) advising of the inspection in August 2016 by the Office of the Surveillance Commissioner (OSC) of the Council's arrangements for the use of covert techniques; and
- (2) seeking endorsement of revisions to the Council's policies and procedures and forms to address the comments (as no formal recommendations were made) within that report.

The Panel, having welcomed the report, and noted the positive outcome of the recent inspection,

Decided:

- (a) to approve the proposed revision to the Council Policy and Procedure Directed Surveillance and on the Use of Covert Human Intelligence Sources (CHIS) to include guidance relating to open source and social networking sites; and
- (b) to note the level and type of covert activity that had been authorised since the previous inspection.

16. Proposed Extension of Lease to Howie Bowling Club, Bridge Street, Prestwick.

There was submitted a report ([issued](#)) of 21st November 2016 by the Head of Property and Risk seeking approval for the extension of the lease of the current clubhouse and associated ground under existing terms and conditions to the Howie Bowling Club, Bridge Street, Prestwick.

The Panel, having welcomed the report,

Decided:

- (1) to agree the extension of the existing lease for a further twelve years bringing the total unexpired term to twenty-one years; and
- (2) to grant authority to the Executive Director – Resources, Governance and Organisation to conclude a Minute of Variation extending the lease on existing terms and conditions.

17. 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 6, 8, 9 and 12 of Part 1 of Schedule 7A of the Act.

18. Rationalisation of Office Accommodation in Ayr.

There was submitted a report (issued to members only) of 22nd November 2016 by the Head of Property and Risk updating Members on the proposals relating to potential new offices at the Riverside site in Ayr.

The Panel, having welcomed the report and agreeing that work required to be progressed on this matter as quickly as possible,

Decided:

- (1) to note the Masterplan layout for the Riverside Block Development and agree to progress the design of the new offices in line with the Ayr Renaissance Masterplan for the Riverside Site;
- (2) to agree to the immediate appointment of SWHub to provide Strategic Support Services for development work at the Riverside site;
- (3) to agree to progress discussions with Ayr Renaissance for site acquisition for the office area on the basis of District Valuer valuation;
- (4) to agree that an update report of the outcome of the development work for the Riverside site be submitted to Leadership Panel in March 2017; and
- (5) to agree that the Council not pursue any further development work for new office accommodation at Arran Mall site at this time.

19. New Grammar School Project.

There was submitted a report (issued to Members only) of 21st November 2016 by the Head of Property and Risk seeking approval to submit a New Project Request to SWHub for the procurement and delivery of the New Ayr Grammar School Project and appoint a dedicated Project Co-ordinator to manage the work.

The Panel, having welcomed the report,

Decided:

- (1) to approve the submission of a New Project Request to the SWHub for the procurement and delivery of the proposed new facility;
- (2) to approve the appointment of a Project Co-ordinator to oversee this project on a temporary basis;
- (3) to approve that the remit of the existing Elected Members/Officers Schools Steering Group be extended to oversee the Ayr Grammar School project; and
- (4) to request the Head of Property and Risk to submit a further report to Leadership Panel in June 2017 updating on design and costs and with a final report to be provided seeking approval in advance of financial close.

20. Barrhill Memorial Hall, Barrhill – Payment of Repair Works.

There was submitted a report (issued to Members only) of 21st November 2016 by the Head of Property and Risk seeking approval for the payment to the Barrhill Memorial Hall Community Association (BMHCA) for the outstanding repairs works to the current Barrhill Memorial Hall and associated ground under the terms and conditions of the lease which had been terminated on 11th November 2016.

The Panel, having agreed that, in line with inflation, there should be an increase in the amount awarded to the current owners of Barrhill Memorial Hall to that proposed in the report,

Decided:

- (1) to grant authority for the payment of £137,284 (One Hundred and Thirty Seven Thousand, Two Hundred and Eighty Four Pounds) to the current owners of the Barrhill Memorial Hall for the outstanding repair works required to the property following the termination of the lease, funded from Council reserves; and
- (2) to grant authority to the Executive Director – Resources, Governance and Organisation to offer the above sum of money to the owners of the Barrhill Memorial Hall in full and final settlement and, if accepted by them, to then make payment to them in settlement.

21. Disposal of the Formal Templehill Public Convenience, Troon.

There was submitted a report (issued to Members only) of 21st November 2016 by the Head of Property and Risk seeking consent to sell the former Templehill Public Convenience in Troon.

The Panel,

Decided:

- (1) to agree to the sale of the Former Templehill Public Convenience to Brocklebank Ltd, subject to the terms and conditions as detailed in the report;
- (2) to grant authority to conclude the sale to the second highest bidder, in the event that the sale to the highest bidder failed to complete by 30th September 2017; and
- (3) to grant delegated authority to the Executive Director – Resources, Governance and Organisation to conclude the sale on these and such other reasonable terms and conditions as appropriate.

22. Sale of 3 Bellevue Cottages, Ayr.

There was submitted a report (issued to Members only) of 21st November 2016 by the Head of Property and Risk seeking consent to sell the non-HRA house at 3 Bellevue Cottages, Ayr.

The Panel,

Decided:

- (1) to agree to the sale of the non-HRA house at 3 Bellevue Cottages, Ayr to Mr Max Rankin, subject to the terms and conditions as detailed in the report;
- (2) to grant authority to conclude the sale to the second highest bidder, in the event that the sale to the highest bidder did not complete by 31st March 2017; and
- (3) to grant delegated authority to the Executive Director – Resources, Governance and Organisation to conclude the sale on these and such other reasonable terms and conditions as appropriate.

Sustainability and Environment.

23. Recycling Contract with Re-Gen Waste Ltd.

There was submitted a report (issued to Members only) of 16th November 2016 by the Head of Neighbourhood Services seeking approval to extend the Council's recycling contract with Re-Gen Waste Ltd., of Newry, Northern Ireland.

The Panel, having discussed the disposal of recyclable materials,

Decided: to agree

- (1) an extension to the contract with Re-Gen Waste Ltd from 27th February 2017 to 31st March 2019 in accordance with Standing Orders Relating to Contracts Clause 23.1 (b);
- (2) a draw on uncommitted reserves for the provision of the recycling contract to 31st March 2019;
- (3) that the issue of recycling contamination required to be addressed; and
- (4) that a report be presented to a future meeting of this Panel providing options for the future delivery of co-mingled dry recyclable materials and how this would be linked to the Household Recycling Charter that this Council signed up to in September of this year.

24. Consideration of Disclosure of the above Confidential Reports.

Decided:

- (1) to authorise the disclosure under Standing Order 32.4 of such part of the following reports as do not contain exempt information as determined by the Executive Director- Resources, Governance and Organisation prior to publication:-
 - Rationalisation of Office Accommodation in Ayr;
 - New Ayr Grammar School Project; and
 - Barrhill Memorial Hall, Barrhill;
- (2) to authorise the disclosure under Standing Order 32.4 of the following reports when the related transactions had been concluded:-
 - Disposal of the Former Templehill Public Convenience, Troon; and
 - Sale of 3 Bellevue Cottages; and

(3) not to authorise the disclosure under Standing Order 32.4 of the whole or part of the following report :-

- Recycling Contract with ReGen Waste Ltd.

The meeting ended at 11.30 a.m.