

## **LEADERSHIP PANEL.**

Minutes of meeting in County Buildings, Wellington Square, Ayr  
on 14th February 2017 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; T. Baulk, Head of Finance and ICT; D. Gillies, Head of Property and Risk; K. O’Hagan, Head of Employee and Customer Services; M. Baker, Head of Policy and Performance; J. Cronin, Head of Enterprise, Development and Leisure; C. Monaghan, Head of Communities; D. Burns, Head of Housing and Facilities; K. Leinster, Head of Community Health and Care Services; C. Boyd, Risk and Safety Manager; F. Mullen, Planning Manager; D. Bell, Managing Director Ayr Renaissance LLP; A. Flynn, Head Teacher, Queen Margaret Academy, Ayr; I. Sturgeon, Head Teacher, Kincaidston Primary and Early Years Centre, Ayr; and A. Gibson, Committee Services Officer.

Also

Attending: S. Cosslett and T. Robinson (for items 5 to 8 only).

Apologies: P. Davey, I. Gall and D. Gemmell.

### **1. Opening Remarks.**

The Chair advised that this was the last meeting of this Panel meeting as the Education Authority, prior to the Council Elections in May 2017 and subsequently thanked the Education representatives for their contribution to this Panel.

### **2. Declarations of Interest.**

Councillor McIntosh and the Executive Director – Economy, Neighbourhood and Environment each declared an interest in Item 26 of this minute entitled “Ayr Renaissance - Funding for Riverside Block” as they were members of the Ayr Renaissance LLP Board, however, as they did not perceive there was a conflict of interest, they would not leave the room when the item was being considered and Councillor McIntosh would take part in discussion and determination of this item.

### **3. Minutes of previous meeting.**

The minutes of 17th January 2017 ([issued](#)) were submitted and approved.

### **4. Decision Log.**

#### **Decided:**

To note the contents of the Decision Log ([issued](#)).

## **Lifelong Learning.**

### **5. Learning and Inclusion.**

There was submitted a report ([issued](#)) of 15th December 2016 by the Director of Educational Services seeking approval to create a Principal Teacher (Learning and Inclusion) post within Educational Services.

The Panel, having welcomed the report,

#### **Decided:**

- (1) to agree to the creation of post of Principal Teacher (Learning and Inclusion) with immediate effect; and
- (2) to agree that the post be advertised internally and externally simultaneously at the earliest opportunity.

### **6. Educational Services Standards and Quality Report 2015/16.**

There was submitted a report ([issued](#)) of 24th January 2017 by the Director of Educational Services detailing the contents of the Educational Services Standards and Quality Report, which covered the academic session August 2015 to June 2016.

Having conveyed their thanks to teachers, Council officers and pupils for their dedication and commitment and having noted the issue of identifying dyslexia in school pupils, the benefits of the 'nurture' approach, and that there would be an Elected Members' Seminar this month regarding the contents of this Report, the Panel

**Decided:** to approve the contents of the Educational Service Standards and Quality Report for 2015/16, as detailed in the report, for publication.

### **7. Inspection of Queen Margaret Academy: Education Scotland Report.**

There was submitted a report ([issued](#)) of 3rd February 2017 by the Director of Educational Services advising of the Education Scotland Report on Queen Margaret Academy.

Having heard from Tony Flynn, Head Teacher, and having noted that more work was being carried out by the school to engage with parents and having discussed the issues of supported study and informative assessment and considered the contents of the report by Education Scotland, as contained in Appendix 1 of the report, the Panel

**Decided:** to agree that the main points for action would be addressed by the head teacher and quality improvement officers and a further report would be brought to this Panel after the follow-up visit by Education Scotland.

**8. Inspection of Kincaidston Primary and Early Years Centre: Education Scotland Report.**

There was submitted a report ([issued](#)) of 9th December 2016 by the Director of Educational Services advising of the Education Scotland Report on Kincaidston Primary School and Early Years Centre.

Having considered the contents of the Inspection Report by Education Scotland, as contained in Appendix 1 of the report, and having heard from Ian Sturgeon, Head Teacher who was then congratulated on the excellent Report, the Panel

**Decided:** to agree that the main points for action would be addressed by the Head Teacher and quality improvement officers.

**9. Pay Model for Modern Apprentices.**

There was submitted a report ([issued](#)) of 2nd February 2017 by the Director of Educational Services

- (1) detailing options for alternative pay rates for the Council's Modern Apprenticeship programme; and
- (2) outlining other support measures to help secure sustainable employment for individuals on Council supported employability placements.

Having welcomed the report, the Panel, having considered the options presented,

**Decided:**

- (a) to agree in principle that a new pay model for Modern Apprentices should be implemented, based on Option 3 in Appendix 1 of the Report, namely, an hourly rate of £5.55 for up to 50 Modern Apprentices each year;
- (b) to note that the budget implications in terms of additional revenue costs would require to be considered as part of the budget process at Council in March and that implementation of this recommendation was dependant on additional revenue budget of £119,262, being agreed by Council; and
- (c) to approve the proposals to widen access to Council vacancies for employability programme participants and to the ring-fencing of certain posts to support positive progressions for young people, as outlined in the report.

**Economic Development, Tourism and Leisure.**

**10. Proposed Tree Preservation Order – Braemore Wood/Wilson Avenue, Troon.**

There was submitted a report ([issued](#)) of 11th January 2017 by the Head of Enterprise, Development and Leisure seeking approval to make a Tree Preservation Order (TPO) in respect of trees surrounding an ongoing housing development between Wilson Avenue and Ottoline Drive, Troon.

The Panel, having welcomed Fiona Mullen to the meeting, who had recently been appointed to the Council as Planning Manager and having noted the importance of engaging effectively with the public regarding these Orders,

**Decided:**

- (1) to make a Tree Preservation Order covering those trees growing within the woodland area surrounding the housing development site at Braemore Wood, Troon; and
- (2) to include in the Order a direction, under S.163 of the Town and Country Planning (Scotland) Act 1997.

**11. Scottish Government Consultation on Raising Planning Fees.**

There was submitted a report ([issued](#)) of 6th February 2017 by the Executive Director – Economy, Neighbourhood and Environment advising of the Scottish Government's proposal to increase planning fees and seeking agreement to the proposed Council response.

The Panel, having welcomed the report, and clarified with officers that the proposed fee levels were considered reasonable for developers,

**Decided:** to agree

- (1) to respond positively to the consultation paper noting its agreement in principle to increases in planning application fees;
- (2) to the upper limit of fees presently proposed for 'major' developments; and
- (3) to the need for a wider review of the fee structures following the Government's review of the Scottish planning system.

**Corporate, Strategic and Community Planning.**

**12. Temporary Cashflow Support for Community Transport Barr-Girvan Bus Service.**

There was submitted a report ([issued](#)) of 30th January 2017 by the Head of Communities requesting approval to provide temporary cash flow support to a community transport project which was seeking to purchase vehicles to start up a rural bus service between Barr and Girvan.

Following an enquiry from a Member of the Panel, it was agreed that the Head of Communities would confirm to that Member, in due course, if a bus pass could be used on this proposed Service and the Panel

**Decided:** to approve temporary cashflow support of £86,000 to South Ayrshire Carrick Community Transport with the funds being met from the Council's lending/borrowing portfolio held in the balance sheet.

## **Health and Social Care.**

### **13. South Lodge Care Home Care Inspectorate Report.**

There was submitted a report ([issued](#)) of 3rd February 2017 by the Head of Community Health and Care Services advising of the Care Inspectorate Report in relation to South Lodge Care Home and the plan of action and activity following the inspection.

Having noted that the proposed plan of action would help alleviate previous concerns, and expressing disappointment that there had not been enough progress to date and agreeing it was essential that officers now delivered the required improvements, the Panel

**Decided:** to note the inspection report and the action plan which had been put in place following the inspection.

### **14. Chief Social Work Officer Annual Financial Report Year 2015-16.**

There was submitted a report ([issued](#)) of 20th January 2017 by the Head of Community Health and Care Services seeking approval for the Chief Social Work Officer Annual Report, which covered the period 1st April 2015 to 31st March 2016.

The role of Community Connectors and the information relating to the population predictions and projection of the pensionable age in South Ayrshire having been confirmed, the Panel

**Decided:** to approve the contents of the Chief Social Work Officer's Annual Report Financial Year 2015-16, as detailed in Appendix 1 of the report.

## **Housing and Customer Services.**

### **15. 1-20 Miller Terrace and 32-78 Dailly Road (even numbers), Maybole.**

There was submitted a report ([issued](#)) of 17th January 2017 by the Head of Housing and Facilities seeking agreement for demolition, site clearance and subsequent landscaping at 1-20 Miller Terrace and 32-78 Dailly Road, Maybole.

Having welcomed the report and the timescales having been confirmed for the works, the Panel

**Decided:** to agree

- (1) to award priority to the thirty-five remaining tenants within 1-20 Miller Terrace and 32-78 Dailly Road (even numbers) to support relocation to alternative accommodation within South Ayrshire;
- (2) to the demolition of the forty-four flats within eleven blocks at 1-20 Miller Terrace and 32-78 Dailly Road once the properties had been vacated; and
- (3) to full site clearance and subsequent landscaping of both locations following demolition.

## **Resources and Performance.**

### **16. Budget Management – Revenue Budgetary Control 2016/17 – Position Statement at 31st December 2016.**

There was submitted a report ([issued](#)) of 26th January 2017 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 2016/17 as at 31st December 2016.

It having been confirmed that an update in relation to wi-fi provision for communities relating to savings previously approved for the Libraries service, would be reported to this Panel prior to May 2017, 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 on Appendix 1 of the report and summarised in the report;
- (3) to approve the requested Economy, Neighbourhood and Environment budget transfer from 'in year' reserves relating to the Business Gateway operation, 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.

### **17. External Audit Charges – 2016/17 Audit.**

There was submitted a report ([issued](#)) of 30th January 2017 by the Head of Finance and ICT advising of the proposed external audit fees for 2016/17.

Having welcomed the reduction in audit fees in the report, the Panel

**Decided:** to agree the proposed fee level for 2016/17 and payment of this fee in three instalments in February, May and September 2017.

### **18. Write-offs: Non-Domestic rates and Housing Benefit Overpayments.**

There was submitted a report ([issued](#)) of 31st January 2017 by the Head of Finance and ICT seeking the approval of Members to write off Non Domestic Rates relating to specific cases for 2014/15 and 2015/16 and housing benefit overpayments in accordance with Council policy.

It having been confirmed that debts which were written-off would still be pursued, the Panel

**Decided:** to approve

- (1) the write-off of Non Domestic Rates amounting to £262,702.48 for 2014/15 and £298,116.93 for 2015/16; and

(2) the write-off of housing benefit overpayments amounting to £16,102.38.

**19. General Services Capital Programme 2016/17: Monitoring Report as at 31st December 2016.**

There was submitted a report ([issued](#)) of 2nd February 2017 by the Head of Finance and ICT detailing the actual capital expenditure and income, together with progress made on the General Services Capital Programme projects as at 31st December 2016.

Having welcomed the report and progress in relation to various projects, and having been updated on the position regarding the project for the public conveniences at Barassie, Troon, the Panel

**Decided:**

(1) to note the progress made on the delivery of the General Services Capital Programme to 31st December 2016, resulting in spend of £41,649,531 (representing 83.12% of the current approved budget for 2016/17); and

(2) to approve the adjustments as highlighted in in the report.

**20. Housing Capital Programme 2016/17: Monitoring Report as at 31st December 2016.**

There was submitted a report ([issued](#)) of 2nd February 2017 by the Head of Finance and ICT detailing the actual capital expenditure and income, together with progress made on the Housing Capital Programme projects as at 31st December 2016.

Clarity having been provided on proposals for monies being carried forward, the completion of sheltered housing at Elba Gardens, Ayr and expenditure relating to footpaths in the Wallacetown area, Ayr, the Panel

**Decided:**

(1) to note the progress made on the delivery of the Housing Capital Programme to 31st December 2016, resulting in spend of £8,956,507 (representing 56.08% of the current approved budget for 2016/17); and

(2) to approve the adjustments as highlighted in the report.

**21. Discretionary Housing Payments Policy – Impact of Benefit Cap Changes and Funding from April 2017.**

There was submitted a report ([issued](#)) of 1st February 2017 by the Head of Finance and ICT seeking approval for a revised Discretionary Housing Payments (DHP) Policy.

Having welcomed the report and having noted that the review of the Policy after six months could result in further resource requirements, the Panel

**Decided:**

- (1) to agree that the current DHP policy be altered to remove benefit cap cases from the list of exceptional circumstances;
- (2) to agree that all DHP awards should be for a maximum thirteen week period; and
- (3) to request that the Head of Finance and ICT undertake a review after six months to determine the impact of the revised policy and the quantum of claims being made.

**22. South Ayrshire Council Gaelic Language Plan 2014-17 Annual Progress Report 2016.**

There was submitted a report ([issued](#)) of 16th January 2017 by the Head of Policy and Performance advising of progress over the course of 2015-16 towards the actions contained within the South Ayrshire Council Gaelic Language Plan 2014-17.

Having welcomed the report, the Panel

**Decided:** to approve the South Ayrshire Council Gaelic Language Plan 2014-17 Annual Progress Report 2016, as detailed in the report, for onward submission to Bòrd na Gàidhlig.

**23. 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 and 8 of Part 1 of Schedule 7A of the Act.

**Lifelong Learning.**

**24. European Social Fund Employability Pipeline Service.**

There was submitted a report (issued to members only) of 1st February 2017 by the Head of Employee and Customer Services seeking approval to engage with the Scottish Government to amend the terms of the funding agreement for the Council's European Social Fund (ESF) Employability Programme from a procured to an in-house delivery model.

Having welcomed the report, the Panel, following consideration of the Report,

**Decided:** to approve the proposal to engage with the Scottish Government to amend the terms of the funding agreement for the Council's ESF Employability Programme from a procured to an in-house delivery model and recruit staff on a temporary basis to deliver the remainder of the Programme.

## **Corporate, Strategic and Community Planning.**

### **25. Company A Support Proposal.**

There was submitted a report (issued to members only) of 30th January 2017 by the Head of Enterprise, Development and Leisure seeking approval to provide grant assistance to Company A as a component part of a wider support package in conjunction with Scottish Enterprise (SE).

Having welcomed the report, the Panel, following consideration of the Report,

**Decided:** to approve the provision of grant support to Company A of £100,000 from uncommitted reserves, as part of a package of support in conjunction with Scottish Enterprise to secure investment resulting in the creation of up to forty skilled, full time, permanent jobs.

### **26. Insurance Tender Recommendations.**

There was submitted a report (issued to members only) of 2nd February 2017 by the Head of Property and Risk seeking support for renewal of cover on the basis of terms proposed by a range of providers, information made available through a recent actuarial review and recommendations from the tender evaluation panel.

Having considered the Report and clarified with officers various issues relating to insurance for Council employees, the Panel

**Decided:**

- (1) to agree to award Insurance Lots 1-11 to those Ranked 1 Bidders outlined in the Pricing Schedule, as detailed in the report at a total premium cost of £1,184,196.90 in line with the recommendations of the Insurance Tender Evaluation Panel;
- (2) to note that, despite the addition of enhanced cover in two new classes of insurance, this represented a saving of £403,993.05 (25.4%) on expiring premiums from 2016 (which totalled £1,588,189.95) and that a more robust approach to risk management, especially across the property portfolio, had contributed to this saving; and
- (3) to agree that should any Ranked 1 Bidders withdraw, that subject to consultation with the Portfolio Holder for Corporate, Strategic and Community Planning, those Lots be awarded automatically to subsequent Ranked Bidders in order.

**Economic Development, Tourism and Leisure.**

**27. Ayr Renaissance - Funding for Riverside Block.**

There was submitted a report (issued to members only) of 6th February 2017 by the Executive Director – Economy, Neighbourhood and Environment

- (1) seeking approval of funding to Ayr Renaissance LLP to enable them to enter into a contract for the demolition of properties on the Riverside block, Ayr; and
- (2) advising that this would enable the delivery of the Riverside block masterplan, including the Council Office accommodation project.

The Panel

**Decided:** to approve

- (a) the reallocation of £950,000 approved on 28th April 2013 for demolition and reconstruction of part of the Riverside Block;
- (b) that any surplus funding (currently projected to be £38,000) from the Ayr Renaissance 2016/17 business plan be reallocated to the Riverside block budget; and
- (c) additional funding, up to a maximum of £100,000 less the underspend, as outlined in the report, to be transferred from the Council's existing capital funds allocated to the new Office Accommodation Project, and thereafter deducted from the price paid by the Council to Ayr Renaissance for the land on which the Council new offices at Riverside would be built.

**28. 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:-

- European Social Fund Employability Pipeline Service;
- Company A Support Proposal;
- Insurance Tender Recommendations; and
- Ayr Renaissance – Funding for Riverside Block.

The meeting ended at 11.55 a.m.