

LEADERSHIP PANEL.

Minutes of meeting in County Buildings, Wellington Square, Ayr
on 13th March 2018 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; T. Eltringham, Director of Health and Social Care; T. Baulk, Head of Finance and ICT; K. O'Hagan, Head of Employee and Customer Services; K. Briggs, Legal and Licensing Manager; K. Dalrymple, Neighbourhood Services Manager; and A. Gibson, Committee Services Officer.

1. Declarations of Interest.

Councillor McGinley declared an interest in Item 3 of this minute entitled "Decision Log" as he was a member of the David Elder Edwards Trust, which had an action listed with a revised due date and that he would leave the room when this item was being considered.

2. Minutes of previous meeting.

The minutes of 13th February 2018 ([issued](#)) were submitted and approved.

Councillor McGinley, having previously declared an interest in the following item, withdrew from the meeting at this point.

3. Decision Log.

The Panel

Decided:

- (1) to approve
 - (a) the list of [overdue actions](#) and to agree that a report on the proposed Joint Equipment Store be presented at the next meeting of this Panel; and
 - (b) the actions listed with [revised due dates](#); and
- (2) to note the [recently completed actions](#).

Councillor McGinley re-joined the meeting at this point.

Sustainability and the Environment.

4. South Ayrshire Council State of the Environment Report 2018-2020.

There was submitted a report ([issued](#)) of 7th March 2018 by the Director Place in respect of the first South Ayrshire Council State of the Environment (SoE) report which provided an assessment of South Ayrshire's environment and how it was changing.

The Panel

Decided: to approve the South Ayrshire Council State of the Environment Report 2018-20, as contained in Appendix 1 of the report and to agree that the report be made publicly available.

5. South Ayrshire Council Plastic Straw Commitment and Single Use Plastics Pledge.

There was submitted a report ([issued](#)) of 7th March 2018 by the Director Place

- (1) detailing information regarding the recent campaign in relation to plastic straws; and
- (2) proposing that this Council stopped procuring single use plastic straws with immediate effect, investigates options for other single use plastic products over the next four years and invited partners to join in this endeavour.

Having being assured that liaison with partners would be undertaken to promote an education programme for this campaign, the Panel

Decided: to agree

- (a) that the Council committed to no longer purchasing single use plastic straws, individually or in packets, with immediate effect;
- (b) that the Council pledged to stop using other single use plastic items within four years;
- (c) that partners be invited to join the Council in this undertaking as part of the Earth Hour 2018 campaign;
- (d) that the Council would support the community in plastic-free initiatives such as per the Plastic-free Coastlines Campaign; and
- (e) that the Council's partners on the Community Planning Board be asked to sign up to the plastic straw commitment and single use plastics pledge.

Economic Development, Tourism and Leisure.

6. Ayr Renaissance LLP – 2018/19 Business Plan and Management Arrangements.

There was submitted a report ([issued](#)) of 7th March 2018 by the Chief Executive advising of the Ayr Renaissance Business Plan which would be undertaken during 2018/19 and provide an update on the revised management arrangements.

The Panel

Decided:

- (1) to approve a review of the LLP Agreement, including whether there was still a requirement for it, to be completed by May 2018;
- (2) to note the projects being taken forward in 2018/19, as detailed in Appendix 1 of the report;
- (3) to approve the management arrangements for Ayr Renaissance LLP, as set out in the report; and
- (4) to approve the Director of Place to make changes to the authorisation procedures as required in line with the revised management arrangements.

Corporate, Strategic and Community Planning.

7. Ayrshire Growth Deal and Regional Partnership – Update.

There was submitted a report ([issued](#)) of 7th March 2018 by the Director –Place

- (1) advising on work relating to the Ayrshire Growth Deal and the development of the Ayrshire Regional Partnership; and
- (2) seeking approval to extend already committed funds until end June 2018 when a further paper would be brought to Council for consideration.

The Panel

Decided:

- (a) to approve carry forward of funds of £7,500 to resource the Project Management Office supporting both the Ayrshire Growth Deal and the development of the Ayrshire Regional Partnership until the end of June 2018; and
- (b) to note content of the report and request that officers bring a further report on progress to the June meeting of South Ayrshire Council.

Resources and Performance.

8. Write-offs: Non-Domestic Rates and Housing Benefit Overpayments.

There was submitted a report ([issued](#)) of 6th March 2018 by the Head of Finance and ICT seeking the approval of Members to write off Non-Domestic Rates relating to specific cases for 2015/16 and 2016/17 and Housing Benefit Overpayments in accordance with Council policy.

The Panel, having noted that there had been more than one housing benefit overpayment

Decided: to approve

- (1) the write-off of Non-Domestic Rates amounting to £85,732.01 for 2015/16 and £401,401.69 for 2016/17, as detailed in Appendix 1 of the report; and
- (2) the write-off of Housing Benefit Overpayments amounting to £17,399.21, as detailed in Appendix1 of the report.

9. External Audit Charges – 2017/18 Audit.

There was submitted a report ([issued](#)) of 6th March 2018 by the Head of Finance and ICT advising of the proposed external audit fee for 2017/18.

The Panel

Decided: to agree the proposed fee level for 2017/18 (£269,770 inclusive of the Trusts fee) and payment of this fee in three instalments in March, May and September 2018.

10. Funding Support for Galas in South Ayrshire.

There was submitted a report ([issued](#)) of 7th March 2018 by the Director –Place seeking approval for the Council's approach to providing financial support to galas.

The Panel

Decided:

- (1) to note the work carried out to consider long term funding options to support gala provision;
- (2) following the budget decision on 1st March 2018, to approve the provision of financial support to galas with authority delegated to the Director – Place to consider and agree applications for funding for local galas; and
- (3) to note that the £20,000 to support community galas, as agreed by the Council on 1st March 2018, was permanent.

11. 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 1 and 3 of Part 1 of Schedule 7A of the Act.

Health and Social Care

12. Outcome of Complaints Review Committee.

There was submitted a report (issued to members only) of 6th March 2018 by the Chief Executive providing further information of the outcome of steps taken following the Complaints Review Committee which had taken place on 28th June 2017.

The Panel

Decided: to note

- (1) that the Head of Community Health and Care Services had given further consideration to the terms of the solicitor's letter referred to in Appendix 2 of the report and had concluded that his original decision gave appropriate weight to that letter and, accordingly, his decision had not changed;
- (2) that the complaint had been remitted back to the Complaints Review Committee for further consideration in the light of the Head of Community Health and Care Services conclusion and a hearing had taken place on 31st January 2018; and
- (3) the conclusion reached by the Complaints Review Committee following the hearing on 31st January 2018, as detailed in Appendix 4 of the report.

13. Review of Management Structure.

There was submitted a report (issued to members only) of 12th March 2018 by the Chief Executive outlining proposals for revised third tier and Chief Officer administrative support arrangements to reflect the changes at Chief Officer level agreed by Council on 14th December 2017.

Following discussion when it was noted that where services had been left weakened by posts not being filled, those people up for redeployment should be considered for these posts; that the proposals were about a change in culture; that impacts from the new management structure should be reported back to Panel in the future; that succession planning was an issue that required to be addressed; that the structure would continue to be evaluated and changed if required; and that once the recruitment process for senior staff was concluded, information on their responsibilities should be passed to Members, the Panel

Decided:

- (1) to approve the revised staffing and structural arrangements in respect of third tier managers, as outlined in Appendices 1 to 4 of the report;
- (2) to approve the revised staffing and structural arrangements in respect of Chief Officer administrative support, as outlined in Appendix 5 of the report;
- (3) to agree that further work should be undertaken to identify the necessary fourth tier manager arrangements as a result of changes at Chief Officer and third tier level for consideration by the Leadership Panel in June 2018; and
- (4) to agree that further work should be undertaken to evaluate the benefits of integrating procurement, contract and commissioning services from the Health and Social Care Partnership with the Council's Procurement service for consideration by the Leadership Panel in June 2018.

14. Consideration of Disclosure of the above Confidential Reports.

Decided:

- (1) not to authorise the disclosure under Standing Order 32.4 of the whole or part of the following report:-
 - Outcome of Complaints Review Committee; and
- (2) to authorise the disclosure under Standing Order 32.4 of the following report:-
 - Review of Management Structure.

The meeting ended at 10.40 a.m.