

Motherwell, 5 August 2010 at 10 am.

A Meeting of the **HOUSING AND SOCIAL WORK SERVICES COMMITTEE**

PRESENT

Councillor McCulloch, Convener; Councillor Kelly, Vice-Convener; Councillors Burrows, Cameron, Chadha, J. Coyle, Delaney, Devine, Grant, Harmon, Higgins, Homer, Jones, J. Love, Lunny, Lyle, McElroy, McKendrick, McKenna, McWilliams, Martin, Nolan, Shevlin, Sullivan, Taggart, Alan Valentine and Welsh.

CHAIR

Councillor McCulloch (Convener) presided.

IN ATTENDANCE

The Committee Services Manager, Corporate Services; Executive Director of Housing and Social Work Services; Head of Housing Services; Head of Housing and Social Work Resources; Head of Social Work Services; Head of Social Work Development and Senior Accountant, Finance and Customer Services.

APOLOGIES

Councillors McGlinchey and McKay.

DECLARATIONS OF INTEREST IN TERMS OF THE ETHICAL STANDARDS IN PUBLIC LIFE ETC. (SCOTLAND) ACT 2000

1. Councillor Lunny declared an interest in paragraph 8 of the Minute entitled "Care Home Provision for Older People" due to a family member's employment in one of the homes and took no part in the consideration of the report thereon.

SERVICE PLAN PERFORMANCE REPORT – APRIL 2009 TO MARCH 2010

2. There was submitted a report (docketed) dated 30 June 2010 by the Executive Director of Housing and Social Work Services (1) setting out the progress of service activity of the Service against (a) the Corporate Plan and Community Plan themes for the period from April 2009 to March 2010; (b) other Service priorities, and (c) performance portfolio indicators, and (2) detailing notable achievements during 2009/2010.

Decided: that the terms of the report be noted.

QUARTERLY PERFORMANCE MANAGEMENT EXCEPTIONS REPORT – QUARTER 1 – APRIL-JUNE 2010

3. There was submitted a report dated 23 July 2010 by the Executive Director of Housing and Social Work Services (1) advising of the areas of Service performance within Quarter 1 – 1 April to 30 June 2010, which fell outwith agreed thresholds, and (2) detailing, within the report, performance in relation to the indicators which (a) did not make targets, and (b) exceeded targets.

Decided:

- (1) that the current position with regard to performance in relation to the indicators, as detailed within the report, be noted, and
- (2) that otherwise the terms of the report, be noted.

ANNUAL COMPLAINTS STATUS REPORT – 1 APRIL 2009 TO 31 MARCH 2010

4. There was submitted a report (docketed) dated 18 June 2010 by the Head of Social Work Development regarding the performance of the Social Work Services in the handling of complaints received during the period from 1 April 2009 to 31 March 2010 (1) detailing (a) the findings for 2009/10, with Appendix 1 to the report showing the number of formal complaints investigated by each service or locality, and (b) within Appendix 2 to the report, the principal reasons for the outcomes of complaints received during 2009/10; (2) intimating, within the report, the most common reasons for complaint; (3) indicating that three meetings of the Social Work (Complaints Review) Sub-Committee had been held in the past year; (4) advising that the majority of notifications to Quality Assurance regarding the independent sector service provision were through Care Commission Managers and Locality staff, and (5) informing that formal complaints had been raised within one respite service, two care homes, two home care services and one residential school.

Decided: that the terms of the report be noted.

A SUMMARY REPORT OF WELFARE RIGHTS ACTIVITY – 1 APRIL 2009 TO 31 MARCH 2010

5. There was submitted a report (docketed) dated 9 June 2010 by the Head of Housing and Social Work Resources regarding the work undertaken and benefit income generated by the Housing and Social Work Services' Welfare Rights Service in the financial year 2009/10 (1) indicating that the main role of Welfare Rights staff was the maximisation of income for individuals, for the Council and for the community as a whole; (2) detailing, within the report, a selection of services offered; (3) advising that income generated for the period from 1 April 2009 to 31 March 2010 was £12,557,729; (4) intimating that, as a result of successful Welfare Rights intervention, individuals were awarded extra benefit and were better able to manage their own affairs; (5) informing that (a) over the last six years, income generated amounted to £62,860,345, and (b) from 1 April 2009 to 31 March 2010, Welfare Rights Officers represented individuals at over 1,373 appeals, and (6) highlighting, within the report, information with regard to legislative and policy changes.

Decided: that the terms of the report be noted.

THE IMPACT OF RECENT INDEPENDENT LIVING FUND CHANGES

6. There was submitted a report dated 28 July 2010 by the Head of Social Work Development in relation to recent changes made by the Independent Living Fund and the impact on Social Work budgets (1) outlining the background to, and the aims and objectives of, the Independent Living Fund; (2) advising that further changes came into effect on 1 May 2010; (3) detailing, within the report, all financial implications for the Council with regard to the new changes, and (4) intimating that COSLA had made representations to the Department of Work and Pensions on the impact of the new changes.

Decided:

- (1) that the detrimental impact on the Social Work Budgets, arising as a consequence of the decision of the Independent Living Fund, be noted, and
 - (2) that COSLA be supported in its representations to the Department of Work and Pensions on this issue.
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RECONFIGURATION OF LOCALITY DAY OPPORTUNITIES FOR PEOPLE WITH DISABILITIES

7. There was submitted a report (docketed) dated 7 June 2010 by the Head of Social Work Development seeking approval to improve outcomes for people with disabilities using Social Work day opportunities services by reconfiguring existing staffing arrangements (1) outlining the background to the day opportunities for people with disabilities, and the need for the current staffing structure to be modified to allow for a different skill mix with associated adjustments to management capacity; (2) proposing that, to achieve a more appropriate balance between Locality Workers NLC7, and Locality Support Workers NLC4, (a) the ratio between the two be altered, and (b) there should be a majority of Locality Support Workers to increase capacity to provide direct support, and (3) intimating that (a) a small enhancement of Locality Leaders NLC10 was required to recognise that the span of responsibility was greater in some localities than others, and (b) all proposed changes were detailed within Appendix 1 of the report.

Thereon, the Convener proposed that the number of Locality Leaders be 18.

Decided:

- (1) that the changes to staffing as set out within the report, and Appendix 1 to the report, subject to the number of Locality Leaders being amended to 18, be approved, and
- (2) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee for consideration.

Prior to consideration of the following item of business, Councillor Lunny, as a consequence of a family member being employed by a care home listed in the report, declared an interest and took no part in the determination of the following item regarding "Care Home Provision for Older People".

CARE HOME PROVISION FOR OLDER PEOPLE

8. With reference to paragraph 29 of the Minute of the meeting of this Committee held on 7 May 2008 when, *inter alia*, it had been agreed that the Council would retain four local authority Care Homes - Muirpark, Monklands, Belhaven and Chilterns, with the intention that they would be upgraded to single room en suite standards, there was submitted a report (docketed) dated 28 July 2010 by the Head of Social Work Development seeking approval (1) for proposals to cease admissions at Leslie House, Motherwell and Ochilview, Cumbernauld, both residential care homes for older people, and (2) that, following the successful relocation of residents and redeployment of staff of Herbison House, a former care home in Shotts, the Home be declared surplus to requirements and the posts attached to that Home be deleted (a) outlining the background to Care Home provision for older people in North Lanarkshire; (b) detailing within the report, the way forward for the Council with regard to the two remaining local authority Care Homes, Leslie House, Motherwell, and Ochilview in Cumbernauld, which had not been identified for retention and investment, and (c) proposing that (A) new admissions to these homes should cease and that no existing residents would be required to leave, with individual discussions taking place with residents and family members to explore alternatives if that was their wish; (B) an integrated day service with NHS Lanarkshire would be provided in Airbles Road, Motherwell from autumn 2010 and, in March 2011, an integrated day service would operate from the Antonine Centre in Cumbernauld, with a satellite service currently being constructed in Kilsyth; (C) as the decommissioning of Herbison House, Shotts had been successfully completed, all residents had been supported to move to an alternative Home of their choosing, and the redeployment exercise for all staff had now concluded, and (D) the posts attached to Herbison House, Shotts, be deleted, with the deleted posts set out at Appendix 1 to the report.

Councillor McCulloch, seconded by Councillor Kelly moved:-

- (1) that new admissions to Leslie House, Motherwell and Ochilview, Cumbernauld Residential Care Homes should cease;

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- (2) that Herbison House be declared surplus to operational requirements and the posts attached to that home be deleted;
- (3) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee for consideration, and
- (4) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

Councillor Alan Valentine, seconded by Councillor Homer, moved that recommendation (1) of the motion to read:-

that new admissions to Leslie House, Motherwell and Ochilview, Cumbernauld Residential Care Homes should not cease, and an upgrade to the two homes be financed.

On a vote being taken, 9 Members voted for the amendment and 16 Members voted for the motion, which was accordingly declared carried.

Thereon, 9 Members being more than one quarter of the Members' present and voting having required in terms of paragraph 58(E) of the Council's Standing Orders in relation to Committees and Sub-Committees that the power delegated to the Housing and Social Work Services Committee be not exercised in respect of this item and the matter be referred, for determination, to the Council, the matter was referred accordingly.

Decided:

- (1) that new admissions to Leslie House, Motherwell and Ochilview, Cumbernauld Residential Care Homes should cease;
- (2) that Herbison House be declared surplus to operational requirements and the posts attached to that Home be deleted;
- (3) that the report be remitted to the Policy and Resources (Human Resources) Sub-Committee for consideration;
- (4) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration, and
- (5) that it be noted that, in terms of paragraph 58(E) of the Council's Standing Orders, the powers delegated to the Committee be not exercised in respect of this item of business and that the matter would be referred, for determination, to the Council.

HIGHER ASPIRATIONS, BRIGHTER FUTURES: NATIONAL RESIDENTIAL CHILDCARE INITIATIVE – REPORT IMPLICATIONS

9. There was submitted a report (docketed) dated 11 June 2010 by the Head of Social Work Services/Chief Social Work Officer providing a summary of the key points and implications for the Council from the recent National Residential Child Care Initiative (NRCCI) report – Higher Aspirations, Brighter Futures (1) outlining the background to the NRCCI which aimed to provide a blueprint for the future development of residential child care services to ensure the needs of children and young people are met; (2) indicating that the Council currently operated five Children's Houses, four of which had recently been built to extremely high specification and standards; (3) advising that the report (a) focused on the experience of an increasing number of children and young people with complex and multiple needs being placed in residential care and recognised the need for this to be seen as a placement of choice, and (b) called for a specific national review of provision for children with disabilities in recognition of the vulnerability of young people associated with issues of transition and leaving care; (4) intimating that (a) a key recommendation of the report concerned the status,

training, education skills and competence of the residential child care workforce and recommended that care staff from 2014 achieve degree level qualifications, and (b) this would be subject of further consultation with the Scottish Social Services Council, and (5) informing that, though recognising the importance of having professionally trained staff, the timescale of 2014 would be challenging, particularly given the current financial climate and would have significant financial and personnel implications for the Council if there was a move to degree qualified staff within the short timescale proposed.

Decided:

- (1) that the Higher Aspirations, Brighter Futures report be welcomed as an ambitious report which set out to improve the quality and provision of residential accommodation to children and young people in Scotland, and
- (2) that the Head of Social Work Services/Chief Social Work Officer would ensure that the recommendations would be taken into consideration in strategic planning and development of services.

FRESH THINKING, NEW IDEAS – HOUSING DISCUSSION PAPER

10. There was submitted a report (docketed) dated 8 June 2010 by the Head of Housing Services regarding a discussion paper issued by the Scottish Government on 24 May 2010 and seeking approval to submit a response, in consultation with the Convener, by the end of August 2010 (1) outlining the background to the Fresh Thinking, New Ideas – Housing Discussion Paper following consultation on which over the Summer the Scottish Government intended to produce a Housing Policy Paper towards the end of the year; (2) intimating that the discussion paper was wide ranging and highlighted issues and challenges facing the Housing Sector, rather than outlining concrete proposals for change; (3) advising that it was an important opportunity for the Council to highlight the key priorities to be addressed, and (4) detailing within the report, some of the issues that the Council would want to highlight in its response.

Decided: that the Head of Housing Services be authorised, following consultation with the Convener of Housing and Social Work Services to submit a response to the Scottish Government.

NEW COUNCIL HOUSE BUILDING PROGRAMME

11. With reference to (1) paragraph 6 of the Minute of the meeting of this Committee held on 7 May 2008 when, *inter alia*, the sites identified for the new Council House Building Programme had been approved, and (2) paragraph 9 of the Minute of the meeting of this Committee held on 29 April 2010 when the submission of a bid to the third round of the Scottish Government's Fund to support new Council house building had been approved, there was submitted a report (docketed) dated 29 June 2010 by the Head of Housing Services regarding progress with the new Council House Building Programme and seeking approval for the arrangements to accept tenders for the three projects that were currently out to tender (a) advising that, (A) in July 2010, the Scottish Government confirmed that the Council was successful in securing funding of £1.05m for sites at Lanrig Road, Chryston and Coshneuk Road, Millerston subject to a condition of the funding that work should commence on site by 31 March 2011, and (B) the previously approved list of sites that the Council was considering for potential development required amendment to reflect the increased size of the programme; (b) indicating that the tender documents for the next three sites, Laburnum Road, Viewpark (40 units); Coshneuk Road, Millerston (approximately 10 units), and Gartferry Road, Moodiesburn (approximately 50 units) had been issued to the Framework Contractors with the estimated value of the contracts being £11.5m, and (c) detailing within the report, all sites currently being considered for potential inclusion in the New Build Programme.

Decided:

- (1) that the arrangements for the appointment of successful contractors following the tendering process, as detailed within the report, be approved, with the outcome being reported to a future meeting of the Committee, and
- (2) that the updated list of sites currently being considered for inclusion in the New Build Programme, as detailed within the report, be approved.

MAJOR ADAPTATIONS – EXTENSION

12. There was submitted a report dated 24 June 2010 by the Head of Housing Services seeking approval to build extensions to two Council owned properties in Shotts to meet the needs of disabled children (1) advising that the option of building an extension on to a Council house was considered only in exceptional circumstances and that, following consideration of alternative options, an extension, comprising of a bedroom and wetfloor bathroom, was required at two Council owned properties in Shotts to meet the needs of two disabled children with complex needs; (2) proposing that the extensions should be put out to tender on the basis of a traditional construction method which was considered to represent better value for money than modular units, and (3) intimating that the estimated cost of each extension was £50,000 including fees, with funding for the extensions being accommodated within the HRA Capital Programme.

Decided:

- (1) that the proposal to tender the extensions to the two properties in Shotts, based on a traditional construction method, be approved, and
- (2) that otherwise the terms of the report be noted.

DECORATION OF ROOMS AFFECTED BY THE FAILURE OF DAMP PROOF COURSE AND MAJOR ROT INFESTATION

13. There was submitted a report dated 5 August 2010 by the Head of Housing Services setting out proposals to alleviate decoration issues following major repair works resulting from failure of damp proof course or major timber rot infestation (1) outlining the background to the problem; (2) advising that the current tenancy agreement placed responsibility for internal decoration on the tenant and that the current insurance policy for the Council did not cover re-decoration where the Council was not negligent; (3) proposing that (a) in order to alleviate an extensive disturbance situation, a decoration allowance of £65 per room be paid, and (b) where a decant was required, the wallpaper be stripped in the rooms affected and the walls emulsioned with a colour of the tenant's choice, and (4) intimating that it was estimated that the cost of decoration allowances would be £14,000 and in full decant situations £30,000, with all costs being accommodated within the HRA Repairs Budget.

Decided: that the recommendations set out within the report, be approved.

PROPOSED LANE CLOSURE AT CUMBERLAND PLACE AND WELLINGTON PLACE, KIRKWOOD, COATBRIDGE

14. There was submitted a report dated 24 June 2010 by the Head of Housing Services regarding a request to close the lane at Cumberland Place and Wellington Place, Kirkwood, Coatbridge (1) advising that numerous complaints had been received regarding anti-social behaviour within the lane; (2) outlining the results of the residents' survey carried out by the Area Housing Manager on the proposed closure, and (3) proposing that (a) in accordance with residents' wishes, appropriate

planning consent be sought to close the lane to the public to reduce vandalism and anti-social issues, and (b) the costs of the closure, which would be approximately £900, be funded from the Estate Based Initiative Budget within the Housing Revenue Account.

Decided:

- (1) that the closure of the lane at Cumbernauld Place and Wellington Place, Kirkwood, Coatbridge be approved in principle;
- (2) that the report be remitted to the Planning and Transportation Committee for consideration of the submission of a planning application to close the lane at Cumberland Place and Wellington Place, Kirkwood, Coatbridge;
- (3) that it be noted that the costs of closure would be approximately £900 and that those costs be funded from the Estate Based Initiative Budget, and
- (4) that the terms of the report be otherwise noted.

LAND SURPLUS TO OPERATIONAL REQUIREMENTS - MYRTLE DRIVE, WISHAW

15. There was submitted a report (docketed) dated 28 June 2010 by the Head of Housing Services seeking approval from the Committee to declare areas of Council owned land at Myrtle Drive, Wishaw surplus to the operational requirements of Housing and Social Work Services.

Decided:

- (1) that the proposal to declare surplus to operational requirements the areas of land referred to in the report, be approved,
- (2) that the disposal be progressed in accordance with the Council's policy on surplus land and buildings, and
- (3) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

ACCOMMODATION SURPLUS TO OPERATIONAL REQUIREMENTS – 17 AND 23 EASTON PLACE, COATBRIDGE

16. There was submitted a report (docketed) dated 15 June 2010 by the Head of Housing Services seeking approval to declare accommodation at 17 and 23 Easton Place, Coatbridge surplus to the operational requirements of Housing and Social Work Services.

Decided:

- (1) that the properties at 17 and 23 Easton Place, Coatbridge be declared surplus to the requirements of Housing and Social Work Services;
 - (2) that the disposal be progressed in accordance with the Council's policy on surplus land and buildings, and
 - (3) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.
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ACCOMMODATION SURPLUS TO OPERATIONAL REQUIREMENTS AT 45-51 WAVERLEY DRIVE, AIRDRIE

17. There was submitted a report dated 13 July 2010 by the Head of Housing and Social Work Services seeking approval to declare the property at 45-51 Waverley Drive, Airdrie, surplus to the operational requirements of the Housing and Social Work Service.

The Convener proposed that consideration of this item be continued to a future meeting of the Committee.

Decided: that consideration of this matter be continued to a future meeting of the Committee.

GENERAL DEBTORS' BAD DEBT WRITE-OFF

18. There was submitted a report (docketed) dated 28 July 2010 by the Head of Housing and Social Work Resources regarding a formal write-off for outstanding debt which was deemed uncollectable for Housing and Social Work Services (1) providing details of debt which was considered to be unrecoverable, including debt under £250, amounting to £40,168.57 and £76,507.98 for Social Work Services and Housing Services respectively, which had been written off by the Executive Director of Finance and Customer Services in exercise of his delegated powers; (2) proposing that a number of debts greater than £250 amounting in total to £49,344.13 and £235,814.13 for Social Work Services and Housing Services respectively be written off, with the analysis of the total write-off being detailed within Appendices 1 and 2 of report, and (3) advising that the Executive Director of Housing and Social Work Services continued to make every effort to collect outstanding debt.

Decided:

- (1) that it be noted that the Executive Director of Finance and Customer Services had used his delegated powers to write-off debts under £250, amounting to £40,168.57 and £76,507.98 for Social Work Services and Housing Services respectively, which were considered to be uncollectable;
- (2) that the write-off of a number of items over £250 to the value of £49,344.13 and £235,814.13 for Social Work Services and Housing Services respectively, be approved, and
- (3) that the report be remitted to the Policy and Resources (Finance and Customer Services) Sub-Committee for consideration

REVENUE MONITORING REPORTS

(1) HOUSING REVENUE ACCOUNT (HRA) 1 APRIL TO 25 JUNE 2010 - PERIOD 3

19. There was submitted a report (docketed) dated 21 July 2010 by the Head of Housing and Social Work Resources regarding the overall financial position of the Housing Revenue Account for the period 1 April to 25 June 2010 and seeking approval to realign budgets between Housing Repairs and Capital From Current Revenue (CFCR) and also to allocate the 2009/2010 Housing Revenue Account surplus (1) intimating that variances were reported for both year-to-date and the projected outturn, with major outturn variances being highlighted and explained; (2) detailing within Section 4 of the report, and the Appendix to the report, additional details regarding budget variations; (3) advising that the level of resources available for consideration from the 2009/2010 surplus amounted to £1,586,000, and (4) proposing that (a) the provision of £930,000 additional CFCR be used to enhance the HRA Capital Programme, with £330,000 being used to increase the overall Scottish Housing Quality Standard (SHQS) rating with the installation of loft insulation in approximately 1,500 properties; (b) £600,000 be used to accelerate the roofing and render programme (120 houses); (c) £656,000 be used to increase the budget for housing repairs, and (d) £870,000 be transferred back

from the revenue repairs budget to CFR in the current year, and on a recurring basis thereafter to fund future kitchen installations, with a provision of £100,000 remaining within revenue repairs to replace kitchens in voids, where necessary, to facilitate the letting of properties and which would be subject to an ongoing review.

Decided:

- (1) that the use of surplus brought forward from 2009/10 as detailed within Section 6 of the report, be approved;
- (2) that the use of £870,000 from revenue repairs to CFR as detailed within the report, be approved;
- (3) that the report be remitted to the Policy and Resources Committee for consideration, and
- (4) that otherwise the terms of the report be noted.

(2) HOUSING NON-HRA AND SOCIAL WORK SERVICES

20. There was submitted a report dated 7 July 2010 by the Head of Housing and Social Work Resources (1) advising of the overall financial position of the Housing (Non-HRA) and Social Work Services 2010/2011 financial year to 31 March 2011, and (2) intimating that variances were reported for both year-to-date and projected outturn, with major outturn variances being highlighted and explained, and additional details regarding budget variances set out within Section 4 of the report, and the Appendices to the report.

Decided: that the terms of the report be noted.

2010/2011 HOUSING REVENUE ACCOUNT (HRA) CAPITAL PROGRAMME - BUDGET MONITORING REPORT

- C** 21. There was submitted a report (docketed) dated 21 July 2010 by the Head of Housing and Social Work Resources reviewing progress towards achieving agreed spending plans within the 2010/2011 HRA Capital Programme (1) intimating, within Appendix 1 to the report, a summary of the programme and actual spend to 25 June 2010; (2) detailing within the report, budget virement requested to reflect programme slippage and realign resources to projects progressing more quickly than others, and (3) indicating that the Capital Programme would continue to be closely monitored, with further reports being submitted to future meetings of the Committee on any adjustments to approved spending plans required during the remainder of the year.

Decided:

- (1) that the budget virement requests as detailed within Section 4 of the report be approved;
- (2) that the report be remitted to the Policy and Resources Committee for consideration, and
- (3) that otherwise the terms of the report be noted.

SOCIAL WORK SERVICES CAPITAL PROGRAMME 2010/2011 - 1 APRIL TO 25 JUNE 2010 - BUDGET VIREMENTS

- C** 22. There was submitted a report (docketed) dated 21 July 2010 by the Head of Housing and Social Work Resources (1) advising of progress made on individual projects contained within the Capital

Programme for the Social Work Service as at 25 June 2010; (2) providing a comparison of actual expenditure against the approved budget, as detailed within Appendix 1 to the report; (3) proposing that a number of budget virements be made to allow progression of the Social Work Capital Programme, as detailed within the report, and (4) intimating that further details on the projects would be confirmed in a separate report to a future meeting of the Policy and Resources Committee.

Decided:

- (1) that the actual spend on the Capital Programme as at 25 June 2010 be noted;
- (2) that budget virement, as highlighted within Section 3 of the report and Appendix 1 to the report, be approved;
- (3) that the outturn variance within the Appendix to the report, be noted, and
- (4) that otherwise the terms of the report be noted.

COUNCIL HOUSE SALES – HOME LOANS

23. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 4 February 2010 when, *inter alia*, the Scheme of Assistance had been approved, there was submitted a report dated 2 June 2010 by the Head of Housing and Social Work Resources in relation to changes following new provisions brought into force on 1 April 2010, by virtue of Part 2 of the Housing (Scotland) Act 2006 with regard to future loan applications in Right to Buy cases (1) advising that in terms of Section 214 of the Housing (Scotland) Act 1987, the Council had used its discretionary powers to make advances in Right to Buy cases and that the legislation was repealed on 1 April 2010; (2) intimating that loans could still be given within the new provisions brought into force by virtue of Part 2 of the Housing (Scotland) Act 2006, the Scheme of Assistance for Housing Purposes, however, the Council's Scheme of Assistance has no provision to allow the Council to continue lending in Right to Buy cases due to budgetary constraints, and (3) indicating that (a) almost all purchasers acquire their houses without recourse to the Council for loan assistance, and (b) the Right to Buy Home Loan Scheme came to an end on 1 April 2010.

Decided: that the terms of the report be noted.

PRIVATE SECTOR HOUSING - GRANT ADMINISTRATION FEES

24. With reference to paragraph 9 of the Minute of the meeting of this Committee held on 4 February 2010 when, *inter alia*, the Scheme of Assistance had been approved, there was submitted a report (docketed) dated 28 July 2010 by the Head of Housing Services seeking approval for the application of revised administration fees for processing housing repair and adaptation grants (1) outlining the background to a previous grant scheme; (2) advising that means testing was now removed from the grant process and, in addition, it was now a statutory requirement that owners must cover the cost of registering a grant on their title deeds; (3) proposing that (a) taking account of all factors in the revised administration fees for processing housing repair and adaptation grants, the grant administration charge of £100 be reduced to £50; (b) unlike professional fees, this change would be not eligible for grant assistance, however, in line with practice currently used for building warrants, where works were for an adaptation to meet the needs of a disabled person, that change would be waived, and (c) to encourage owners within Council contracts to pay their accounts on completion of works, a further administration charge of £50 be charged to anyone requiring a payment plan to be set up, and (4) intimating that it was a statutory requirement that all applicants cover the cost of registering the grant on their title deeds which was currently charged at £30 and would be charged in addition to any applicable administration costs, as detailed within the report.

Decided:

- (1) that the reduction of administration fees from £100 to £50 with the exception of disabled adaptations, where no fee would apply, be approved;
- (2) that an additional administration charge of £50 for anyone requiring a payment plan to repay the outstanding debt, be approved;
- (3) that owners receiving a grant would also be required to pay a charge of £30 to register the grant on the title deeds, and
- (4) that otherwise the terms of the report be noted.

CONTRACTS FOR NOTING

25. There were submitted reports by the Head of Housing Services and Head of Design Services (1) providing details of tenders received for various contracts, and (2) advising that, following consultation with the Convener, the Executive Director of Corporate Services was progressing the tender acceptance of each of the projects, all in terms of his delegated powers and as detailed below:-

- (a) the most economically advantageous tender for the Term Maintenance Contract for the External CCTV with Alarms, Maintenance and Repairs Contract 2010-2013 for a three year period, with an option to extend for a further two year period at the Council's sole discretion which, having been evaluated on the basis of 60% price and 40% quality was, after checking, that by Scotshield Limited, Airdrie;
- (b) the most economically advantageous tender for the Term Maintenance Contract for Footpaths and Associated Works for a three year period, with an option to extend for a further two years at the Council's sole discretion which, having been evaluated on the basis of 60% price and 40% quality was, after checking, that by J H Civil Engineering Limited, Airdrie;
- (c) the most economically advantageous tender for the Housing Capital Programme 2010/2011 – Rewiring of 512 Houses South Area (Lot 1) and 394 North Area (Lot 2) which, having been evaluated on the basis of 60% price and 40% quality and the tender documents having been issued on the basis that any contractor would only be awarded one contract, was, after checking, for Lot 1, that by Jordan Electrics Limited, Wishaw, and for Lot 2, that by Maclin Electric Limited, Musselburgh, and
- (d) the lowest tender for the External Refurbishment of Nos. 1-47 Paxstone Crescent, Harthill, which was, after checking and adjustment, that by Ailsa Building Limited, Coatbridge in the amended sum of £298,050.66.

Decided:

- (1) that the action taken and being progressed by the Executive Director of Corporate Services, following consultation with the Convener, in accepting each of the tenders, as detailed in the reports, be noted, and
- (2) that otherwise the reports be noted.

FURNITURE STORAGE, REMOVAL AND DISPOSAL SERVICE

26. With reference to paragraph 26 of the Minute of the meeting of this Committee held on 29 April 2010 when the award of the contract for storage, removal and disposal services to Pickfords, Glasgow, for a two year period, with an option at the sole discretion of the Council to extend for a period of up to 24

months, had been approved, there was submitted a report (docketed) dated 5 August 2010, regarding the status of the contract for the provision of storage, removal and disposal of furniture and personal belongings (1) advising that prior to concluding the contract, Pickfords, Glasgow, had informed the Council that (a) they had now reached the view that the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) would apply and this had not been taken into account in their submission price, and (b) their insurance against damages to goods and personal belongings in transit and during storage, would be limited to a fixed maximum settlement per item, with both of these factors being introduced after their tender submission; (2) indicating that Pickfords then provided written confirmation that their tender was withdrawn; (3) intimating that consideration had been given to the second placed tender, however, it had not included TUPE into consideration of its tender price; (4) reporting that in the best interests of the Council the procurement process was re-started from the tender stage, and the five contractors shortlisted from the pre-qualification questionnaire stage invited to submit a new tender; (5) informing that the revised tender documentation had fully detailed the requirements with regard to TUPE and insurance liability to ensure that all bids submitted were on the same basis with the revised tender documentation being returned by 24 August 2010, and (6) recommending that following the return of tenders the contract will be progressed for acceptance after consultation with the Convener, and in accordance with the delegations given to the Executive Director of Corporate Services.

Decided:

- (1) that the action taken in regard to the tender process be noted;
- (2) that the action of the Executive Director of Housing and Social Work Services in issuing the revised tender documentation be homologated;
- (3) that following the return of tenders the contract will be progressed for acceptance after consultation with the Convener, and in accordance with the delegations given to the Executive Director of Corporate Services, and
- (4) that a further report be submitted to a future meeting of the Housing and Social Work Services on the outcome of the tender process.

PETITIONS

(1) RESIDENTS OF AN AREA IN NEW STEVENSTON REGARDING ANTI-SOCIAL BEHAVIOUR OF A COUNCIL TENANT

27. With reference to paragraph 30 of the Minute of the meeting of this Committee held on 29 April 2010, there was submitted a report dated 22 June 2010 by the Head of Social Work Services/Chief Social Work Officer regarding anti-social behaviour of the child of a Council tenant and advising that, after investigation by the Area Housing Officer, a number of agencies had been involved in assisting the child and their family in finding coping mechanisms to help manage the diagnosed condition of the child.

Decided:

- (1) that the involvement of agencies with the child and their family to address community concerns be noted;
- (2) that the signatories of the petition be advised accordingly, and
- (3) that otherwise the terms of the report be noted.

(2) RESIDENTS OF UNITAS COURT, BELLSHILL CONCERNING DISCONTINUATION OF THE LUNCH CLUB

28. With reference to paragraph 29 of the Minute of the meeting of this Committee held on 29 April 2010, there was submitted a report dated 14 June 2010 by the Head of Housing Services in respect of concerns from residents of Unitas Court, Bellshill regarding the discontinuation of their unofficial lunch club operated by the residents' Social Committee (1) intimating that a concerned family member had made a complaint about an unofficial lunch club operating in the complex; (2) advising that, after investigation by the Area Housing Officer, the Sheltered Housing Officer had been advised that food service provision should cease with immediate effect for the best interests of the health and safety of vulnerable residents; (3) indicating that an assessment to establish the viability of the provision of a lunch club for the residents of Unitas Court was planned and the outcome of the assessment would be reported to a future meeting of the Committee, and (4) informing that, currently, residents had been offered the alternative of using the lunch club facilities at a nearby venue.

Decided:

- (1) that the actions of the Area Housing Officer be noted;
- (2) that the signatories of the petition be advised accordingly;
- (3) that a further report be submitted to a future meeting of the Committee on the outcome of the assessment, and
- (4) that otherwise the terms of the report, be noted.

(3) REGARDING ANTI-SOCIAL BEHAVIOUR AT CALDER STREET, COATBRIDGE

29. There was submitted a report dated 23 June 2010 by the Head of Housing Services regarding receipt of a petition from residents of Calder Street, Coatbridge regarding anti-social behaviour within the area (1) advising that, after investigation by the Area Housing Officer, Anti-Social Investigators had interviewed named individual residents allegedly involved in unacceptable behaviour in an attempt to obtain further information and take appropriate action; (2) intimating that (a) leaflets giving advice in reporting anti-social behaviour had been delivered to all houses in the area of Calder Street, and (b) Community Police Officers had been asked to increase patrols to deal with any incidents if the problems persisted, (3) informing that the car park area to the rear of the houses in Calder Street was a public area and could not be restricted to residents of Calder Street, and (4) indicating that the Area Housing Officer would continue to monitor the situation in conjunction with local Police.

Decided:

- (1) that the action of the Area Housing Officer and Anti-Social Investigators be noted;
- (2) that the signatories of the petition be advised accordingly, and
- (3) that otherwise the terms of the report be noted.

CONFERENCES

30. There was submitted a report (docketed) dated 27 July 2010 by the Head of Central Services advising that 12 invitations had been received in respect of the attendance at conferences and proposing that consideration be given to these invitations.

HOUSING AND SOCIAL WORK SERVICES – 5 August 2010

Decided:

- (1) that the Council be represented at the undernoted conferences:-

Conference	Venue	Date	Attendance
Improving Children's Services in Scotland	Edinburgh	14 September 2010	One Member
Home Care in Scotland Conference	Edinburgh	29 September 2010	One Member
Scottish Housing and Support Annual Conference 2010	Edinburgh	7 October 2010	One Member

and

- (2) that otherwise no attendance be authorised.