

Motherwell, 6 March 2003 at 2 pm.

A Meeting of the **HOUSING AND TECHNICAL SERVICES COMMITTEE**

PRESENT

Councillor McLaughlin, Convener; Councillors Grant and Morris, Vice-Conveners; Councillors Chadha, Gorman, Gormill, Hogg, Lafferty, McKendrick, McKeown, J. Martin, W. Martin, Mathieson, G. Murray, Robertson, Selfridge, Shields, Valentine and Wilson.

CHAIR

Councillor McLaughlin (Convener) presided.

IN ATTENDANCE

The Committee Services Officer, Director of Housing and Property Services, Head of Housing Services, Head of Design Services, Finance Administration Manager, Improvement Grants Manager and Development Manager, Housing and Property Services Department, Senior Accountant, Finance Department and Manager of Social Work Strategy and Co-ordinator - Homecare, Social Work Department.

APOLOGIES

Councillors Glavin, Logue, Lyle, McCabe, McElroy, Maginnis, Morgan, Ross and Wallace.

SUB-COMMITTEE MINUTE

1. There was submitted the Minute of the meeting of the Housing and Technical Services (Capital Programme and Repairs) Sub-Committee held on 13 February 2003.

Decided: that the terms of the Minute be approved and noted.

REVENUE BUDGET MONITORING REPORTS 2002/2003 - HOUSING HRA, HOUSING NON-HRA AND DESIGN SERVICES - 1 APRIL 2002 TO 3 JANUARY 2003

2. There were submitted reports dated 23 January and 5 and 9 February 2003 by the Director of Housing and Property Services (1) advising of the current spending levels of the Housing and Property Services Department for the period from 1 April 2002 to 3 January 2003; (2) providing a comparison of actual expenditure and income against the estimated expenditure and income and explanations of the more significant variances, and (3) intimating a projected outturn for the Housing HRA, Housing Non-HRA and Design Services budgets with details of major underspends and overspends.

Decided: that the terms of the report be noted.

HOUSING CAPITAL PROGRAMME (HRA) 2003/2004

3. With reference to paragraph 5 of the Minute of the meeting of this Committee held on 31 October 2002 when, *inter alia*, the outline Capital Programme was approved on the understanding that a further report would be submitted to finalise spending plans in line with updated resource projections, there was submitted a report (docketed) dated 21 February 2003 by the Director of Housing and

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Property Services reviewing the HRA Capital Programme for 2003/2004 (1) detailing the 2003/2004 Capital Resources and the HRA Capital Programme Review, summarised at Appendix 1 to the report and shown in more detail in Appendix 2 to the report; (2) proposing the basis of determining future investment priorities; (3) advising that, in finalising the spending plans for 2003/2004, every effort had been made to effectively target resources to the priorities already established by the Council, and (4) indicating that the Programme also incorporated adequate flexibility to take account of the uncertainty of capital receipt levels and other influencing factors.

Decided:

- (1) that the revised Capital Programme, summarised Appendix 1 and shown in more detail at Appendix 2 to the report, be approved on the understanding that the Programme be closely monitored, with further reports submitted to Committee on any adjustments required during the course of the year, and
- (2) that the report be remitted to the Policy and Resources Committee for consideration.

LOCAL HOUSING STRATEGY - SCOTTISH EXECUTIVE RESOURCES

4. With reference to paragraph 7 of the Minute of the meeting of this Committee held on 16 May 2002 when, *inter alia*, proposals to utilise additional funding allocated by the Scottish Executive for the purpose of developing the Local Housing Strategy was approved, there was submitted a report (docketed) dated 4 February 2003 by the Director of Housing and Property Services regarding the current position on the availability of resources to assist with the process of developing the Council's Local Housing Strategy (1) advising that the Scottish Executive had indicated that local authorities wishing to be considered for the transfer of development funding from Communities Scotland from April 2004 must submit their Local Housing Strategy by September 2003; (2) intimating that to support the process, the Council would receive an allocation from the Scottish Executive of up to £50,000 in 2003/2004, and (3) proposing that the funding be used for further research and analysis to help plug information gaps to inform future housing strategy and support funding bids.

Decided:

- (1) that the proposals to utilise funding allocated by the Scottish Executive for the purpose of developing the Local Housing Strategy as detailed within the report be noted, and
- (2) that the final draft of the Local Housing Strategy be submitted to a future meeting of the Committee prior to its submission to the Scottish Executive.

ANNUAL SOCIAL SECURITY UPDATING - APRIL 2003

5. There was submitted a report (docketed) dated 7 February 2003 by the Director of Housing and Property Services in respect of changes in the Housing Benefit entitlement from April 2003 (1) intimating that all Social Security benefits, including Housing Benefit and Council Tax Benefit were uprated in April of each year in line with the rate of inflation prevailing at the end of the previous September, and (2) detailing within Appendix A to the report, the current Housing Benefit entitlement and the new entitlement from April, of some typical Housing Benefit claims, incorporating the average rent increase for Council Tenants of 4%.

Decided: that the effect of the annual uprating of Social Security benefits and annual rent increase on Council tenants in North Lanarkshire be noted.

FORMER TENANT ARREARS WRITE OFF TO 31 MARCH 2001

6. There was submitted a report (docketed) dated 9 February 2003 by the Director of Housing and Property Services (1) proposing that a sum of £577,939.64, being the current balance outstanding in respect of Former Tenant Arrears for the period 2000/2001 be written off, including balances outstanding prior to 1 April 2000; (2) indicating that the write-off could be offset against the provision held in the Council's balance sheet as at 31 March 2002, and (3) intimating that, if possible and practicable, efforts would continue to secure payment of outstanding rent balances from former tenants.

Decided:

- (1) that the write-off of Former Tenant Arrears totalling £577,939.64 in relation to the period ending 31 March 2001 be approved, and
- (2) that the report be remitted to the Policy and Resources (Finance) Sub-Committee for consideration.

FUNDING FOR REFUGE DEVELOPMENT

7. With reference to paragraph 14 of the Minute of the meeting of the Housing and Property Services Committee held on 29 March 2001, when it was noted that a bid had been submitted to the Scottish Executive on behalf of the Council's multi-agency Domestic Abuse Working Group for Refuge Development funding to develop additional refuge provision in Airdrie and Bellshill in partnership with local Housing Associations, there was submitted a report (docketed) dated 9 January 2003 by the Director of Housing and Property Services regarding the outcome of the bid (1) advising that the Council had informed the Scottish Executive that the Airdrie development had since commenced and requested that the location be transferred from Airdrie to Coatbridge; (2) indicating that the Scottish Executive had advised the Council that its bid for £300,000 had been successful and confirmed that, in principle, there would be no objection to the substitution of a development in Coatbridge for one in Airdrie, with the funding for 2003/2004 being administered through Communities Scotland to the Housing Associations concerned; (3) intimating that discussions were taking place with the Housing Associations, Communities Scotland and Women's Aid to agree the details of the developments, and (4) detailing all financial implications arising from the project.

Decided: that the terms of the report be noted.

UPDATE ON NORTH LANARKSHIRE COUNCIL'S TENANT PARTICIPATION STRATEGY

8. With reference to paragraph 3 of the Minute of the meeting of this Committee held on 31 October 2002 when, *inter alia*, proposals to consult on the draft Tenant Participation Strategy were approved, there was submitted a report (docketed) dated 12 February 2003 by the Director of Housing and Property Services regarding the current position on the development of North Lanarkshire's first Tenant Participation Strategy (1) advising that consultation on the Tenant Participation Strategy was now complete; (2) indicating that to assist landlords with the Tenant Participation elements of the Housing (Scotland) Act 2001, the Scottish Executive had made available £4.5m of Capacity for Change funding, of which the Council would receive £95,900 for the years 2002/2003 and 2003/2004; (3) proposing that the Tenant Participation Strategy be submitted to the Scottish Executive by 31 March 2003 as part of an outcome report, with the final Strategy being submitted to a future meeting of the Committee, and (4) recommending, the budget outline proposals totalling £96,000, be allocated as detailed within the report, which would progress and expand Tenant Participation throughout North Lanarkshire.

Decided:

- (1) that the updated progress on the preparation of the Tenant Participation Strategy as detailed within the report be noted, and
- (2) that the outline budget proposals be allocated as detailed within the report.

CARE AND REPAIR IN NORTH LANARKSHIRE REVENUE BUDGET 2003/2004

9. With reference to paragraph 36 of the Minute of the meeting of this Committee held on 29 March 2001 when, *inter alia*, (1) Clyde Valley Housing Association were re-appointed to manage the North Lanarkshire Care and Repair Scheme for the period up to 31 March 2004, and (2) the Option 1 Budget detailed in the Business Plan was approved for 2001/2002 and agreed, in principle, for 2002/2003 and 2003/2004, there was submitted a joint report (docketed) dated 31 January 2003 by the Directors of Housing and Property Services and Social Work seeking approval to expand the North Lanarkshire Care and Repair Project and agree the Council's contribution to its Revenue Budget for 2003/2004 (a) outlining the background to the project and the progress to date; (b) advising that (A) Clyde Valley Housing Association had indicated that they were unable to meet the current level of demand for the service, and (B) the current case load equated to the workload of two Care and Repair Officers up to April 2005; (c) proposing to create two posts of Care and Repair Officer and Administrative Assistant; (d) indicating that expansion of the project would require funding of £36,354 from each of the Departments of Housing and Property Services and Social Work, and (e) proposing within Appendix 2 to the report, a revised staffing structure and budget in the sum of £174,255, the balance of funding of £101,547 being met from Communities Scotland and the Health Board for the project for 2003/2004.

Decided:

- (1) that the Revenue Budget of £174,255 for the North Lanarkshire Care and Repair Project for 2003/2004 be approved, and
- (2) that a contribution of £36,354 from the Housing and Property Services Department be approved.

IMPLEMENTATION OF THE PROVISIONS ON JOINT WORKING IN PART TWO OF THE COMMUNITY CARE AND HEALTH (SCOTLAND) ACT 2002 AND THE COMMUNITY CARE (JOINT WORKING ETC.) REGULATIONS 2002

10. There was submitted a joint report (docketed) dated 10 January 2003 by the Directors of Housing and Property Services and Social Work regarding the Scottish Executive Circular on the provisions on Joint Working contained in Part two of the Community Care and Health (Scotland) Act 2002 and the Community Care (Joint Working Etc.) Regulations 2002 (1) outlining the background to the development of the Regulations; (2) enclosing as Appendix 1 to the report, the Scottish Executive guidance note on implementing the Regulations; (3) intimating that Part 2 of the Act sought to increase flexibility and would enable Local Authorities and NHS bodies to make payments to each other for particular functions, and (3) highlighting the implications for North Lanarkshire.

Decided: that the terms of the report be noted.

REVIEW OF HOUSING FOR OLDER PEOPLE

11. With reference to paragraph 7 of the Minute of the meeting of the Social Work Committee held on 21 November 2000 when, *inter alia*, the recommendations of the "A Home for the Future"
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Member/Officer Working Group report were endorsed, there was submitted a joint report (docketed) dated 17 February 2003 by the Directors of Housing and Property Services and Social Work regarding the progress of the Review of Housing for Older People (1) advising that in light of the recommendations of the "A Home for the Future" Member/Officer Working Group, a Working Group had been established to consider the recommendations in the wider policy context; (2) enclosing in (a) Appendix 1 to the report, a breakdown of the current level of provision within Residential Homes, Very Sheltered Housing and Sheltered Housing in North Lanarkshire, and (b) Appendix 2 to the report, an indication of the current shortfall in the provision of sheltered housing and very sheltered housing based on nationally recognised yardstick levels of provision; (3) setting out in Section 3.1 and 3.2 of the report, proposals for the assessment and allocation of sheltered housing and the upgrading of existing sheltered housing in North Lanarkshire; (4) intimating that, in conjunction with Communities Scotland, a rolling programme for newbuild provision had been set out for Seafar, Cumbernauld, Paterson Street, Motherwell, a site provisionally identified at Old Union Street, Airdrie and a site to be identified in Bellshill; (5) indicating that further sites had also been identified in Harthill, Moodiesburn and Kilsyth to meet the shortfall in these areas and to be progressed when funding becomes available; (6) proposing that a review of the remit of the Warden Service be carried out to enhance services available to sheltered housing tenants and to improve the co-ordination of services between agencies, and (7) highlighting the implications the Supporting People agenda would have on the provision of housing for older people.

Councillor McLaughlin, seconded by Councillor Grant, moved

- (1) that the progress on the review of Housing for Older People in North Lanarkshire be noted;
- (2) that the proposals to enhance the Council's provision of Residential Accommodation and Very Sheltered Housing and Sheltered Housing Provision for Older People in North Lanarkshire as detailed within the report, be approved;
- (3) that a report setting out further recommendations in respect of the upgrading of sheltered housing complexes and the review of the warden service be submitted to a future meeting of the Committee, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information.

Councillor G. Murray, seconded by Councillor Valentine, moved as an amendment that a report be submitted to the Council detailing the extent of the lack of provision of Housing for Older People and options for rectifying any shortfall.

On a vote being taken, 2 Members voted for the amendment and 16 Members voted for the motion which was accordingly declared to be carried.

Decided:

- (1) that the progress in the review of housing for older people in North Lanarkshire be noted;
 - (2) that the proposals to enhance the Council's provision of Residential Accommodation and Very Sheltered Housing and Sheltered Housing Provision for older people in North Lanarkshire as detailed in the report, be approved;
 - (3) that a report setting out further recommendations in respect of the upgrading of Sheltered Housing complexes and the review of the Warden Service be submitted to a future meeting of the Committee, and
 - (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for information.
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CHARGING FOR HOME CARE AND SUPPORT SERVICES

12. With reference to paragraph 12 of the Minute of the meeting of the Social Work Committee held on 27 February 2003, when, *inter alia*, that Committee had approved a report dated 29 January 2003 by the Director of Social Work recommending that (1) the threshold for home care charges be increased to £115 per week for single service users and £175 per week for couples, and (2) housing support services continue to be provided free of charge with regard to charging for Home Care and Support Services, and had referred the report to this Committee for information, there was submitted the said report by the Director of Social Work thereon.

Decided: that the terms of the report be noted.

BENEFIT FRAUD INSPECTORATE (BFI) REPORT - NORTH LANARKSHIRE COUNCIL

13. With reference to paragraph 16 of the Minute of the meeting of this Committee held on 16 May 2002 when, (1) progress towards the implementation of the Benefits Action Plan was noted, and (2) it was further noted that the outcome of follow-up visits would be subject to further reports, there was submitted a report (docketed) dated 12 February 2003 by the Director of Housing and Property Services regarding the current position of progress towards implementation of the Benefits Action Plan (a) advising that (A) to date the Council had submitted to the Department of Work and Pensions (DWP) three reports for the quarters 30 June, 30 September and 31 December 2002 on progress achieved, and (B) by 31 December 2002 all 134 recommendations contained in the Benefit Fraud Inspectorate (BFI) report had been either fully or partially implemented, with a summary of progress towards the implementation of the plan appended to the report; (b) intimating that (A) the DWP had acknowledged the considerable progress made since the inspection, and (B) their officers had visited the Council to discuss progress, review monitoring arrangements and obtain assurance that plans were in place to ensure that improvements were sustainable over the longer term; (c) informing that the DWP would report back to the Housing Benefit Minister, following which an assessment would be made as to whether the Council's performance should continue to be closely monitored, and (d) indicating that the Housing Benefit Minister had visited the Council on 19 February 2003 and congratulated the Council on the progress achieved towards improving performance.

Decided: that the position be noted and it be agreed that the outcome of the DWP's assessment, together with details of any follow-up inspection by the BFI would be subject to a further report to a future meeting of the Committee.

STAIR AND CLOSE LIGHTING

14. There was submitted a report dated 20 February 2003 by the Director of Housing and Property Services seeking approval to adopt a consistent approach regarding the maintenance of stair and close lighting by suspending the factoring charge applied to owners in Cumbernauld (1) advising that (a) at present, within the former Cumbernauld Development Corporation area, the Council provided a factoring service, including stair and close lighting maintenance; (2) intimating that a factoring fee of £60 per annum was applied to approximately 600 owners generating potential income of £36,000 in that area; (3) proposing that, in order to address an anomaly between Cumbernauld and the rest of North Lanarkshire and to achieve consistency across all areas, that the factoring charge be suspended from 1 April 2003 pending review, and (4) indicating that the loss of potential income would be contained within existing resources.

Decided: that the proposal to suspend the factoring charge applied to owners within the former Cumbernauld Development Corporation area be approved.

MEASURED TERM CONTRACT FOR THE CCTV/CONCIERGE/INTRUDER ALARM/ACCESS CONTROL DOOR ENTRY SYSTEMS SERVICING AND MAINTENANCE CONTRACT 2003-2006

15. There was submitted a report (docketed) dated 12 February 2003 by the Director of Housing and Property Services in respect of tender returns received for the provision of a three year measured term contract for CCTV/Concierge/Intruder Alarm/Access Control Door Entry Systems Servicing and Maintenance Contract 2003-2006 on a North Lanarkshire Council wide basis which would be awarded on the basis of 70% price and 30% quality (1) detailing within Section 2 of the report, all tender returns received; (2) intimating that after checks and applying the contract award criteria of price and quality, based on the evaluation model, the tender submitted by Scotshield Limited, Airdrie, had attained the highest points for price and quality, and (3) proposing that the offer received from Scotshield Limited, at an annual cost of £250,203 be accepted.

Decided: That the Director of Administration be authorised to accept the tender submitted by Scotshield Limited, Airdrie in the sum of £750,609 for a three year period commencing 1 April 2003 and terminating 31 March 2006 for the CCTV/Concierge/Intruder Alarm/Access Control Door Entry Systems Servicing and Maintenance Contract 2003-2006.

RE-RENDERING PROGRAMME 2001/2004 NORTH AREA - LLEWELLYN SCL LIMITED (IN RECEIVERSHIP)

16. There was submitted a report dated 18 February 2003 by the Director of Housing and Property Services regarding action taken following confirmation that the Contractor, Llewellyn SCL Limited was in Administrative Receivership (1) detailing the contract work affected; (2) advising that it was the intention of the Receivers of the Company, Ernst and Young LLP Corporate Finance, to trade business normally in the short term; (3) informing that the Receivers would ensure that the Council's outstanding works orders issued for this financial year would be completed; (4) intimating that to expediate matters, the Director of Housing and Property Services had contacted the Contractor, AC Whyte and Company Limited, who was presently working on the Southern Division Term Maintenance Contract, and who had indicated willingness to carry out the works in the Northern Division at the same rates and conditions as that contract, and (5) indicating that the Receiver had been informed that the current contract with Llewellyn SCL Limited would be determined on 1 April 2003 with there being no financial loss for either the Council or the Receivers.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the actions of the Director of Housing and Property Services to expediate the completion of the outstanding works be homologated.

GAS WARM AIR REPLACEMENT PROGRAMME 2002/2003 - CENTRAL AND SOUTH AREAS PHASE 3

17. With reference to paragraph 12 of the Minute of the meeting of the Housing and Technical Services (Capital Programme and Repairs) Sub-Committee held on 3 October 2002 when it had been noted that (1) the lowest tender for the contract for the Gas Warm Air Replacement Programme 2002/2003 Central and South Areas Phase 3 was that of CFM Building Services Limited, Carluke in the sum of £674,693.78 for the pipework etc. and £682,310 for the leased financed appliances, and (2) the Director of Administration was progressing the matter in terms of his delegated powers, there was submitted a report dated 3 February 2003 by the Director of Housing and Property Services seeking approval for additional costs incurred due to a variation to the contract for the replacement of stainless steel pipework, asbestos removal, renewal of electric fuse boxes and adjustments to kitchen units, (a) intimating that approximately 85% of the houses within the contract contained stainless steel pipework

which required to be replaced, and (b) advising that the additional costs to the contract due to the variation would be £190,000.

Decided:

- (1) that additional funding of £190,000 for the variation to the contract works to the existing contract, detailed within the report, be approved, and
- (2) that the inclusion of the variation to the existing contract up to a maximum expenditure of £864,693.78 be noted.

ESTATE REGENERATION - WEST CRINDLEDYKE ENVIRONMENTAL IMPROVEMENTS PHASE 2

18. With reference to paragraph 21 of the Minute of the meeting of the Housing and Technical Services (Capital Programme and Repairs) Sub-Committee of 8 August 2002, when it had been noted that (1) the lowest tender for the contract for the Environmental Improvements, West Crindledyke was that of Ashlea Landscaping, Falkirk in the sum of £432,993.27, and (2) the Director of Administration was progressing this matter in terms of his delegated powers, there was submitted a report dated 3 February 2003 by the Director of Housing and Property Services (a) advising that proposals had been prepared for Phase 2 and the existing contractor, Ashlea Landscaping, Falkirk, was willing to carry out Phase 2 at the same rates and conditions as the existing contract, and (b) proposing that the Director of Housing and Property Services negotiate an extension to the existing contract with Ashlea Landscaping, Falkirk, to carry out Phase 2 of the works at West Crindledyke at an estimated cost of £250,000.

Decided: that the Director of Housing and Property Services be authorised to negotiate an extension to the contract for Estate Regeneration, West Crindledyke Improvements Phase 2.

RE-RENDERING PROGRAMME 2002/2003 SOUTH AREA PHASE 22 - ADDITIONAL WORKS

19. With reference to paragraph 18 of the Minute of the Housing and Technical Services (Capital Programme and Repairs) Sub-Committee held on 3 October 2002 when it had been noted that (1) the lowest tender for the contract for the Re-rendering Programme 2002/2003 South Area Phase 22 (64 Houses) was that of Garrett Nicholson Limited, Coatbridge in the sum of £168,698.26, and (2) the Director of Administration was progressing this matter in terms of his delegated powers, there was submitted a report (docketed) dated 11 February 2003 by the Director of Housing and Property Services seeking approval for additional costs incurred due to a variation to the contract (a) advising that the additional costs to the contract due to the variation would be £30,000, and (b) detailing the reason for the variation.

Decided:

- (1) that the additional funding of £30,000 for the variation to the contract works to the existing contract, detailed within the report, be approved, and
- (2) that the inclusion of the additional works to the existing contract up to a maximum expenditure of £198,698.26 be noted.

COMMUNITIES SCOTLAND - INTERVENTION STRATEGY AND PROCEDURES - CONSULTATION DRAFT (JANUARY 2003)

20. There was submitted a report (docketed) dated 14 February 2003 by the Director of Housing and Property Services in respect of a draft Consultation on new powers for Communities Scotland following the introduction of a Single Regulatory Framework under the Housing (Scotland) Act 2001, to inspect all Registered Social Landlords on their performance in delivering housing, homelessness and other related services (1) intimating that, if required, the Council would be inspected on the same basis as housing associations; (2) outlining the inspection process which would be carried out; (3) indicating that as a result of the inspection, a report on the results of the findings covering each of the service areas of homelessness, estate management and repairs etc. would be produced and a grading would be given for each; (3) advising that, (a) if necessary, an improvement plan may be produced to address areas where poor performance had been identified, and (b) in rare cases where performance was very poor, Communities Scotland would issue a remedial plan, and in some cases appoint a Manager, to intervene in the operation of the service; (4) detailing the intervention process, and (5) proposing that the Director of Housing and Property Services issue a full response by the deadline of 9 April 2003.

Decided:

- (1) that the terms of the report be noted, and
- (2) that the Director of Housing and Property Services be authorised, in consultation with the Convener, to issue a full response to the draft Consultation on the issues identified within the report by the deadline of 9 April 2003.

DEMOLITION OF LOCK-UPS - 147A-D MAIN STREET, SALSBURGH

21. There was submitted a report dated 12 February 2003 by the Director of Housing and Property Services seeking approval to demolish four lock-ups at 147 A-D Main Street, Salsburgh due to extensive vandalism (1) outlining the background to, and the need for, the demolition which would enhance the surrounding area; (2) advising that the cost of the demolition work totalling £4,300 would be contained within the existing Area Office budget, and (3) intimating that void rent loss would be reduced by approximately £760 per annum, with a necessary adjustment being made to reduce the annual income of the Department by the same amount.

Decided: that the demolition of the four lock-ups at 147 A-D Main Street, Salsburgh be approved.

464-468 BELLSHILL ROAD, MOTHERWELL

22. There was submitted a report (docketed) dated 3 February 2003 by the Director of Housing and Property Services regarding structural problems at the block of flats at 464-468 Bellshill Road, Motherwell (1) outlining the background to the structural problems at the block of flats, and the underpinning works previously carried out; (2) intimating that further movement had occurred and that further remedial treatment was now necessary; (3) advising of the options available to the Council including demolition; (4) detailing all works required to be carried out if the demolition went ahead which would include an extra bedroom being created in flats 472-474, which would be used for future lets as 4 apartment flats; (5) indicating that (a) as the three houses at 464, 466 and 468 Bellshill Road were Council owned, the tenants would require to be rehoused and would be eligible for Home Loss and Disturbance Payments, and (b) the tenants at number 470, 472 and 474 would require to be decanted while the work was on-going; (6) proposing that as the remedial repairs had been unsuccessful, and there was no guarantee that future settlement would not continue, that the houses at 464, 466 and 468 Bellshill Road, Motherwell be demolished, and (7) informing that (a) £60,000 plus Home Loss and Disturbance Payments would be funded from the Capital Programme 2003/2004

Major Repairs Budget, and (b) the demolition of the three houses would also result in an annual rent loss of £6,132.96.

Decided:

- (1) that the demolition of numbers 464, 466 and 468 Bellshill Road, Motherwell at a cost of £60,000 plus Home Loss and Disturbance Payments be approved, and
- (2) that the increase in house size from three to four apartment flats at numbers 472 and 474 Bellshill Road, Motherwell for future re-let purposes be noted.

EMPTY HOUSE SECURITY PILOT PROJECT

23. With reference to paragraph 22 of the Minute of the meeting of this Committee held on 29 August 2002 when, *inter alia*, (1) approval had been given to extend the Empty House Security Pilot Project to include Petersburn and Craigneuk, Airdrie, until 31 March 2003, and (2) that the Director of Housing and Property Services was authorised to submit a further report on the outcome of the pilot scheme to a future meeting of the Committee, there was submitted a report dated 18 February 2003 by the Director of Housing and Property Services seeking approval to extend the pilot project for a period of six months from 1 April 2003 and advising that as a result of organisational changes which had taken place within the Housing Services Division, the roll out to the Airdrie area had not taken place as quickly as anticipated and full evaluation was not considered appropriate at this stage.

Thereon, the Convener proposed that as the pilot project had been acknowledged as a success, the programme be rolled out across the Council area.

Decided: that the Empty House Security programme, based on the success of the pilot projects, be rolled out across the Council area as soon as was practicable.

INCOME AND EXPENDITURE ON LOCK-UPS 2002/2003

24. There was submitted a report (docketed) dated 20 February 2003 by the Director of Housing and Property Services detailing the Income and Expenditure in respect of Lock-up Garages within the Council area to January 2003.

Decided: that the terms of the report be noted.

FUNDING FOR A MAJOR ADAPTATION TO AN OWNER/OCCUPIED HOUSE - VIEWPARK

25. There was submitted a report (docketed) dated 21 February 2003 by the Director of Housing and Property Services seeking approval to provide funding for adaptations to the parental home of a client who was involved in a road traffic accident (1) outlining the background to the circumstances to the need for adaptations, the cost of which was estimated at £35,492.37; (2) intimating that (a) an Improvement Grant of £9,450 had been obtained for the works, and (b) the family were unable to fund the balance of £26,042.37; (3) advising that, as the amount exceeded £10,000, the Director of Administration would seek to secure a Standard Security registered in the Title Deed of the property specifying repayment of the grant on a sliding scale if the property was disposed of within ten years, and (4) proposing that funding of £26,042.37 be provided to meet the costs of the adaptations.

Decided:

- (1) that £26,042.37 of funding be provided to facilitate the adaptation of the parental home as detailed within the report, and
- (2) that the Director of Administration secure a Standard Security to be registered in the Title Deeds of the property.

HOUSING (SCOTLAND) ACT 2001 - IMPROVEMENT AND REPAIRS GRANTS

26. With reference to paragraph 28 of the Minute of the meeting of this Committee held on 9 January 2003 when information received from the Scottish Executive on the provisions for Improvement/Repairs Grants to be implemented by 1 April 2003 was noted, there was submitted a report (docketed) dated 5 February 2003 by the Director of Housing and Property Services (1) advising that the Scottish Executive had informed the Council that there would be a delay in the start of the new system and, that as yet, a new implementation date had not been set; (2) detailing the reasons for the delay; (3) intimating that drafts of the relevant Regulations and Guidance would be circulated in the near future, which would allow Local Authorities more time to make adequate preparations, and (4) indicating that a further report would be submitted to a future meeting of the Committee when further guidance from the Scottish Executive had been received.

Decided:

- (1) that the terms of the report be noted, and
- (2) the Director of Housing and Property Services submit a further report to a future meeting of the Committee when further guidance from the Scottish Executive had been received.

ACCOUNTS COMMISSION STATUTORY INDICATOR COUNCIL HOUSE SALES

27. There was submitted a report (docketed) dated 6 February 2003 by the Director of Administration regarding the statistics of performance indicators published by the Accounts Commission for the year 2001/2002 with regard to Council House Sales (1) advising that one of the statutory performance indicators measured and published by the Accounts Commission through Audit Scotland was the rate of progress by each Scottish Council in dealing with statutory sales of Council houses under the "Right to Buy" legislation; (2) intimating that the statutory indicator had now been simplified to be the percentage of Council House Sales completed within six weeks; (3) highlighting within Annex A to the report, the total number of house sales undertaken by each Authority in 2001/2002, and the percentage of house sales completed within the target time of 26 weeks or less in each of the three years 1999/2000, 2000/2001 and 2001/2002, and (4) indicating that the Council had sold 1,380 houses out of a Scottish total of 13,355 in the year 2001/2002 and was the third best performer in terms of progress in undertaking the transactions across the Scottish Councils, with 90% of transactions being completed within the target time of 26 weeks.

Decided: that the performance statistics for Council House Sales for the year 2001/2002 be noted.

BID TO ENERGY SAVINGS TRUST FOR EXTERNAL FUNDING: ENERGY EFFICIENCY IN TENEMENTS AND FLATS

28. There was submitted a report (docketed) dated 5 February 2003 by the Director of Housing and Property Services in respect of action taken to secure funding from the Energy Savings Trust to improve energy efficiency within flats and seeking approval to allocate match funding from within the

Non-HRA Capital Programme budget 2003/2004 (1) advising of the difficulty in encouraging owners in flatted properties to participate and meet their share of common repairs; (2) indicating that (a) the Energy Savings Trust had requested proposals for pilot programmes to be undertaken for the twelve month period commencing Spring 2003; (b) a brief summary of a proposal had been submitted by the Department's Private Sector Section, and (c) the Council had been invited to prepare a business plan for 31 January 2003 which, if accepted, would lead to an offer of grant from the Energy Savings Trust; (3) detailing the Council's proposal in which owners in tenements and flats would be offered a grant of 90% towards the cost of energy efficiency works, and (4) intimating that (a) funding of £15,000 had been requested from the Energy Savings Trust, with further commitment of £15,000 pledged from Scottish Power, subject to a successful bid, and (b) £15,000 would also be made available from the Non-HRA Capital Programme for energy conservation in 2003/2004 with owners participating in the project being required to contribute 10% which would amount to a further £5,000, making a total funding of £50,000 for the project.

Decided:

- (1) that the successful bid which had resulted in a potential of £30,000 of external funding to the Council to improve energy efficiency in blocks of flats be noted, and
- (2) that approval be given to allocate £15,000 from the Council's Non-HRA Housing Capital Programme Allowance for Energy Conservation in 2003/2004 for private sector housing be approved.

LAND SURPLUS TO REQUIREMENTS

29. There was submitted a report (docketed) dated 4 February 2003 by the Director of Housing and Property Services setting out details of various sites at 13 Dunottar Place, Shawhead; 14 Woodhall Place, Kirkshaws, Coatbridge; Bent Road, Airdrie; School Street, Shotts; Viewfield Road, Coatbridge, and McGregor Avenue, Airdrie, which were surplus to the requirements of the Housing and Property Services Department.

Decided:

- (1) that the various sites identified within the report be declared surplus to the requirements of the Housing and Property Services Department, and
- (2) that the report be remitted to the Policy and Resources (Property) Sub-Committee for consideration.

OVERTIME WORKED BY OFFICERS UNDER SPINAL COLUMN POINT 35 - QUARTERLY UPDATE

30. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 9 January 2003, there was submitted a report (docketed) dated 21 February 2003 by the Director of Housing and Property Services (1) detailing the circumstances under which employees had been required to work overtime during the period from 1 November 2002 to 31 January 2003; (2) advising of the total hours worked and the cost thereof, and (3) requesting that (a) approval be given for overtime not yet identified, and which would be reported to the Committee on a quarterly basis, and (b) as there would be occasions where, due to the exigencies of the service, it may be necessary to instruct overtime for staff over SCP35 in order to meet urgent or required deadlines, authority be given to the Director of Housing and Property Services to authorise such work, subject to adequate budgetary provision and retrospective reports to Committee as necessary.

Decided:

- (1) that approval be given for the posts associated with the Emergency Stand-by Services as detailed within the report, to continue to be exempt from prior overtime reporting arrangements for the service;
- (2) that the overtime arrangements outlined within the report be noted;
- (3) that the Director of Housing and Property Services be authorised to approve future overtime requirements for the exigencies of the service, subject to the adequate budget resources, as outlined within the report, being available, and details being reported to future meetings of the Committee as appropriate, and
- (4) that the report be remitted to the Policy and Resources (Personnel) Sub-Committee for consideration.

SERVICE PLAN 2002/2003 QUARTERLY REVIEW

31. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 9 January 2003 when, *inter alia*, the Housing and Property Services Service Improvement Plan for 2002/2003 - 2004/2005 was approved, there was submitted a report (docketed) dated 12 February 2003 by the Director of Housing and Property Services, (1) detailing in Appendix 1 to the report, progress made towards the implementation of the priorities identified within the Departmental Service Plan for 2002/2003 as at 31 December 2002, and (2) intimating that significant progress had been made in pursuit of the strategic objectives for the Housing and Property Services Department.

Decided: that the terms of the report be noted.

TENANTS INFORMATION SERVICE - FUNDING REQUEST 2002/2003

32. With reference to paragraph 8 of the Minute of the meeting of this Committee held on 10 January 2002 when it had been agreed that funding support of £8,195 be granted to the Tenants Information Service, there was submitted a report (docketed) dated 5 February 2003 by the Director of Housing and Property Services regarding a request for continued funding for the Tenants Information Service (1) outlining the background to the work undertaken by the Tenants Information Service, and (2) proposing that an increase in the Council's funding contribution to £8,399 be granted for 2002/2003.

Decided: that the funding support of £8,399 to the Tenants Information Service for 2002/2003 be approved.

CONFERENCES

33. There was submitted a report (docketed) dated 21 February 2003 by the Director of Administration advising that seven invitations had been received in respect of attendance at Conferences, and proposing that consideration be given to these invitations.

Decided:

- (1) that the following conference attendance be homologated:-

Conference	Venue	Date	Attendance
A New Future for Public Housing	Peebles	4-6 February 2003	Councillor McCabe

- (2) that the Council be represented at the following conferences:-

Conference	Venue	Date	Attendance
Tackling Unmet Advice Needs	Glasgow	21 March 2003	Councillor Hogg
Chartered Institute of Housing Annual Conference	Harrogate	17-20 June 2003	2 Members

and

- (3) that otherwise no attendance be authorised.

It was agreed in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, that the public be excluded from the meeting for the following items on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 9 and 12 of Part 1 of Schedule 7A of the Act.

ORDER - 8 LIVINGSTON PLACE, AIRDRIE

34. There was submitted a report dated 25 February 2003 by the Director of Housing and Property Services regarding an Order of the Lands Tribunal made on 30 May 2000 in connection with the sale of property at 8 Livingston Place, Airdrie, and seeking approval to pursue, if necessary, an action of rectification under Section 8 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1985 to enable the Council to implement the Order (1) outlining the background to the dispute; (2) advising that as a negotiated settlement could not be reached, the Head of Legal Services sought consultation with Counsel with a view to appealing against the Keeper of the Registers refusal to rectify the title, and (3) proposing that following receipt of Counsel's Opinion, the solicitor acting on behalf of the owner be informed that it was the intention, if necessary, to raise an action of rectification.

Decided: that the Head of Legal Services be authorised to intimate to the solicitor acting on behalf of the owner, the intention if necessary, to raise an action of rectification.

DOOR ENTRY SYSTEMS REPAIRS 2003-2006

35. There was submitted a report dated 3 March 2003 by the Director of Housing and Property Services in respect of tender returns received for the provision of a three year measured term contract for the servicing and maintenance of Door Entry Systems on a Council wide basis for a three year period.

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