

9 September 2020 at 10 am.

A Meeting of the **HOUSING AND REGENERATION COMMITTEE**

PRESENT

Councillor Brannan-McVey, Convener; Councillor O'Rourke, Vice-Convener; Councillors Beveridge, Burgess, Burrows, M. Coyle, S. Coyle, Di Mascio, Docherty, Doolan, Douglas, Fotheringham, Gallacher, Goldie, Gourlay, Kelly, Kerr, Lennon, Linden, Logue, McLaren, McManus, McNally, McNeil, McVey, Morgan, Pettigrew, Roarty, Stocks, Stubbs, Alan Valentine, Annette Valentine and Weir.

CHAIR

Councillor Brannan-McVey (Convener) presided.

ALSO PRESENT

In accordance with Standing Order 64(A) Councillor Fisher attended as substitute for Councillor Duffy and Councillor Castles attended as substitute for Provost Jones.

IN ATTENDANCE

The Executive Director (Enterprise and Communities); Head of Housing Property and Projects; Head of Housing Solutions; Head of Planning and Regeneration; Business Finance Manager (Resource Solutions), and Committee Officer.

APOLOGIES

Provost Jones, Councillors Duffy and Shevlin,

CONVENER'S REMARK

Councillor Brannan-McVey wished to place on record her thanks for the outstanding work that all parts of the Service had undertaken during lockdown under very challenging circumstances.

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

1. Councillor Lennon, by virtue of a family member's employment, declared an interest in paragraph 3 and took no part in the consideration thereof.

Councillor Roarty, by virtue of a business association with a sub-contractor, declared an interest in paragraph 10 and took no part in the consideration thereof.

COVID-19 PANDEMIC AND EFFECT ON OPERATIONS

2. There was submitted a Joint Report by the Head of Housing Solutions, Head of Housing Property and Projects, and the Head of Planning and Regeneration providing details of additional and "business as usual" operational areas of service delivery during lockdown as a result of the Covid-19 pandemic (1) informing that, at the start of lockdown, the Scottish Government provided a route map of guidance for operations, as well as support required within communities; (2) advising (a) that one of the most significant and important services was the creation of a dedicated Supporting People Helpline to assist

the most vulnerable people in the community, and (b) that a number of staff from across the Service were trained and redeployed in a new contact centre which recorded the specific needs of each individual and tracked the outreach support provided to residents on the vulnerable persons/shielding list produced by the NHS; (3) indicating (a) that performance data was provided to the Scottish Housing Regulator which was working with the Scottish Government, and the newly formed Social Housing Resilience Group (SHRG), to understand the impact of the pandemic and where support was required by social landlords, and (b) that data collected, as set out within Appendix 1, was provided to the Regulator, with additional information compiled for the Corporate Management Team to monitor operations as highlighted within Appendix 2 of the report, and (4) providing details of the work undertaken across all parts of the Service during lockdown and the effect on operations.

Decided: that the report be noted.

Councillor Lennon, prior to the consideration of the following item of business, having declared an interest by virtue of a family member's employment, took no part in the consideration thereof.

DEVELOPMENT OF THE LOCAL HOUSING STRATEGY 2021-2026

3. There was submitted a report by the Head of Housing Solutions regarding the progress in developing the new Local Housing Strategy 2021-26 and reporting on a projected delay in the publication of the strategy, as a result of the impact of Covid-19 on a range of factors which directly affected the development of the strategy (1) outlining the background to, and the need for, Local Authorities to produce a Local Housing Strategy (LHS) that sets out the strategy, priorities and plans for the delivery of housing and related services; (2) advising (a) that the Scottish Government expected LHS's to be prepared and submitted approximately every five years, with the Council's current LHS spanning the period 2016-2021, and (b) that a range of development activities had taken place to inform the new LHS which would span the period 2021-2026; (3) indicating (a) that progress of the new LHS had been impacted significantly by Covid-19 with a number of crucial areas which directly inform the LHS, affected, as set out within the report; (b) that it was envisaged that there would be a delay in the publication of the new LHS and it was anticipated that the strategy would be reported to the meeting of the Committee in November, and (c) that, following consultation with the Scottish Government regarding the progress of the LHS, it had been confirmed that there was flexibility in relation to publication timescales, as set out in the LHS Guidance; (4) intimating that, as a result of Covid-19 lockdown measures, most of the consultation opportunities had to be cancelled or postponed given the nature of the face to face/in person method of consultation, and all consultation activities had been reviewed to focus on alternative digital and postal methods, with a view to expanding the range of activities as lockdown measures ease; (5) setting out details of the impact Covid-19 has had on the Housing Need and Demand Assessment 3, Housing and Housing Related Areas, the National Planning Framework 4, and the Local Development Plan, and (6) proposing that the publication of the new LHS be delayed to 2021, with a view to reporting the final LHS 2021-26 to this Committee in November 2021.

Decided:

- (1) that the progress made to date in the development of the new Local Housing Strategy 2021-2026 be noted;
- (2) that the impact of Covid-19 on the key consultation activities planned to meet the requirements, as set out in the Scottish Government Local Housing Strategy Guidance in 2019, be noted;
- (3) that the impact of Covid-19 on the progression of Housing Need and Demand Assessment 3 be noted;
- (4) that the potential projected impact of Covid-19 on Housing and Housing Related Areas be noted;

- (5) that the timescale for the adoption of the Local Development Plan and National Planning Framework 4, and the importance of alignment with the new Local Housing Strategy, be noted;
- (6) that the delay in the publication of the new Local Housing Strategy 2021-26, until 2021, be noted, and
- (7) that the report be otherwise noted.

FUTURE NEW-BUILD SITES

4. With reference to the Minute of the meeting of this Committee held on 20 May 2020 when it had been agreed to include the site at Graham Street, Wishaw for 18 units within the Council's new-build sites, there was submitted a report by the Head of Planning and Regeneration seeking approval to include those sites highlighted within the report, and Appendix 1, in the New-Build Programme, subject to detailed ground investigations, full title checks and appropriate statutory consents (1) advising that to ensure an adequate supply of sites for the New-Build Programme, potential Council owned sites continued to be evaluated for their suitability for inclusion within the Programme; (2) proposing (a) that the former Cumbernauld Village Primary School, Glasgow Road, Cumbernauld Village - approximately eight units; the former Police Station, Main Street, Glenboig – approximately six units; the YMCA in Brandon Street, Motherwell – approximately 49 units; King Street, Wishaw – approximately 16 units, and Garnqueen Farm, Main Street, Glenboig – approximately 15 units – off the shelf purchase - be included within the New-Build Programme, subject to the conclusion of detailed ground investigations, full title checks and relevant statutory consents, and (b) that the proposed King Street site be combined with the site at Graham Street, Wishaw, comprising 18 units; (3) intimating (a) that there was potential for an "off the shelf" acquisition of 15 homes from Muir Homes, as part of their wider development of 158 new homes in Glenboig, subject to the Finance and Resources Committee agreeing the acquisition and purchase price, and (b) that this site along with the former Police Station site was being progressed in preference to the previously approved site at Marnoch, Glenboig, to enable delivery within a shorter period, and (4) indicating that the development strategy for the site at Marnoch, Glenboig was still being progressed and the potential inclusion of Council homes would be kept under review, along with any other potential local development opportunities.

Decided:

- (1) that the sites, highlighted within the report and attached at Appendix 1, be included in the New-Build Programme, and
- (2) that the report be otherwise noted.

STRATEGIC HOUSING INVESTMENT PLAN 2021/2022 - 2025/2026

5. With reference to paragraph 7 of the Minute of the meeting of the former Communities and Housing Committee held on 11 September 2019, there was submitted a report by the Head of Planning and Regeneration seeking approval for a number of projects to be included within the next Strategic Housing Investment Plan (SHIP) 2021/2022 – 2025/2026 for submission to the Scottish Government in October 2020, subject to approval by this Committee (1) outlining the background to the SHIP which identified affordable housing investment priorities that supported the achievement of Local Housing Strategy objectives and was prepared by the Council and submitted to the Scottish Government each year, and covered a five year period; (2) advising that amended guidance had been provided by the Scottish Government in light of the current Covid-19 situation and a "Light SHIP" had been requested by December 2020; (3) proposing that as the new SHIP was in place by the date of issue of the amended guidance it would be submitted to the Scottish Government, subject to approval by Committee, before the end of October 2020; (4) intimating (a) that a number of previously approved projects were due to progress during the period 2021/22 – 2025/26 and were included within the new SHIP with the projects as set out in Appendix 1 to the report, and (b) that all potential projects, including

the Council's own new build projects, were evaluated in terms of their deliverability and the contribution to the Local Housing Strategy priorities, and (5) recommending that all projects as highlighted within Appendix 2 to the report, be included within the SHIP for the period 2021/22 – 2025/26 and be submitted for approval to the Scottish Government by October 2020.

Decided:

- (1) that the projects previously approved for inclusion within the new SHIP as set out within Appendix 1 to the report, be noted;
- (2) that the new projects for inclusion within the SHIP as set out within Appendix 2 and Section 2 of the report be approved, and
- (3) that the SHIP be submitted to the Scottish Government by 30 October 2020.

REVENUE BUDGET MONITORING REPORTS

(1) HRA REVENUE MONITORING REPORT – PERIOD 4 – 1 APRIL TO 24 JULY 2020

6. There was submitted a report by the Executive Director (Enterprise and Communities) (1) providing a summary of the Housing Revenue Account (HRA) financial performance for the period from 1 April to 24 July 2020 (period 4); (2) illustrating the projected outturn as at 31 March 2021, with major outturn variances highlighted and explained in accordance with the Council's approved Financial Regulations, and (3) advising (a) that the overall projected surplus for the Service was £9.772m, including a net surplus as a result of the Covid-19 pandemic of £6.353m as highlighted within Appendix 3 to the report, and that the underlying position of the Service excluding the impact of the pandemic was an outturn of £3.369m, and (b) that it was anticipated that £0.314m of savings would be delivered by the financial year end.

The Convener, seconded by Councillor Alan Valentine, moved that £500,000 be allocated to the Universal Credit Assistance Fund utilising the Housing Revenue Account surplus, to provide vital financial support to tenants at this time.

Decided:

- (1) that the financial position of the HRA Revenue Budget 2020/21 be noted, and
- (2) that £500,000 be allocated to the Universal Credit Assistance Fund from the Housing Revenue Account surplus, to provide vital financial support to tenants at this time.

(2) ENTERPRISE AND COMMUNITIES – REVENUE MONITORING REPORT (NON-TRADING)

7. There was submitted a report by the Executive Director (Enterprise and Communities) (1) highlighting the financial performance of the Enterprise and Communities Service Revenue Budget for the period from 1 April to 24 July 2020 (Period 4); (2) illustrating the projected outturn as at 31 March 2021, with major outturn variances highlighted and explained as per the Council's approved Financial Regulations; (3) advising (a) that the projected outturn position for the Enterprise and Communities' budget was a £6.677m overspend, which included forecast net additional costs as a result of the Covid-19 pandemic of £9.857m as highlighted within Appendix 6 to the report, and (b) that the underlying position of the Service, excluding the impact of the pandemic was a forecast underspend of £3.180m, and included a number of the management actions taken by the Service to mitigate against Covid-19 costs including curtailment of non-essential expenditure, and (4) intimating that Covid-19 costs highlighted within Appendix 6 to the report had been included within the Council's overall return to the Scottish Government and COSLA on the net additional costs as a result of Covid-19.

Decided: that the financial position of the 2020/21 Enterprise and Communities Revenue Budget be noted.

(3) ENTERPRISE AND COMMUNITIES – TRADING REPORT

8. There was submitted a report by the Executive Director (Enterprise and Communities) (1) providing a summary of the Council's Trading Account financial performance for the period from 1 April to 24 July 2020 (Period 4); (2) illustrating the projected outturn, as at 31 March 2021, with major outturn variances highlighted and explained as per the Council's approved Financial Regulations, and (3) advising that the Council's Trading Account was projected to achieve the budgeted surplus of £0.610m for 2020/2021 based on performance to Period 4.

Decided: that the financial position of the 2020/21 Enterprise and Communities Trading Account Budget be noted.

CAPITAL PROGRAMME MONITORING REPORT

(1) HRA MONITORING REPORT – 1 APRIL TO 24 JULY 2020

9. There was submitted a report by the Executive Director (Enterprise and Communities) (1) reviewing progress towards agreed spending plans within the 2020/21 HRA Capital Programme; (2) advising that an underspend was projected within the Mainstream Programme due to restricted capital spend and delays within the programme as a result of Covid-19; (3) indicating that the New Build Programme was now on target after the budget was revised to reflect the continued impact of Scottish Water requirements for new housing developments and delays caused as a result of Covid-19, and (4) intimating that the Council Buy Back Schemes were on target.

Decided: that the financial position of the 2020/21 HRA Capital Programmes be noted.

(2) ENTERPRISE AND COMMUNITIES – CAPITAL MONITORING REPORTS

10. There was submitted a report by the Executive Director (Enterprise and Communities) (1) highlighting the financial performance of the 2020/21 Enterprise and Communities' Capital Programme for the period from 1 April to 24 July 2020 (Period 4); (2) advising that the Service had a total Capital Budget of £69.409m across all the work-streams of the Composite Capital Programme; Enterprise Projects; Schools and Centres Modernisation; Early Years Expansion, and Community Investment Fund, and (3) intimating (a) that the Service was currently forecasting a break-even position, and (b) that further explanation of project variances and management action were included within the report and in the attached Appendices.

Decided: that the financial position of the 2020/21 Enterprise and Communities' Capital Programme be noted.

GENERAL DEBTORS DEBT WRITE-OFF 2020

11. There was submitted a report by the Head of Communities (1) providing a summary of outstanding debtor accounts which were deemed uncollectable following all attempts at recovery or were considered uneconomically viable to continue pursuing, which included debts under £500, amounting to £111,815.81 and written-off by the Executive Director (Enterprise and Communities) and the Head of Financial Solutions under delegated powers; (2) proposing that debts greater than £500, amounting

to £62,160.21, be written-off, with an analysis of the total write-off being detailed within the report, and (3) advising that the Council would continue to make every effort to collect outstanding debt.

Decided:

- (1) that it be noted that the Executive Director (Enterprise and Communities) and the Head of Financial Solutions had written-off debts under £500, amounting to £111,815.81, which were considered to be uncollectable;
- (2) that the write-off of a number of debts over £500 to the value of £62,160.21 be approved;
- (3) that the report be remitted to the Finance and Resources Committee for consideration, and
- (4) that the report be otherwise noted.

CONTRACT APPROVAL – MEASURED TERM CONTRACT FOR CONTROLLED DOOR ACCESS SYSTEMS AND ASSOCIATED WORKS – REPAIRS AND SERVICING 2020-2023

12. There was submitted a report by the Head of Housing, Property and Projects (1) reporting on the outcome of the tendering process for the Measured Term Contract for Controlled Door Access Systems and Associated Works – Repairs and Servicing 2020-2023; (2) advising that, after checking, the most economically advantageous tender for the Measured Term Contract for Controlled Door Access Systems and Associated Works – Repairs and Servicing 2020-2023 was that submitted by DM Integrated Limited, and (3) proposing that the tender submitted by DM Integrated Limited be accepted for an initial period of one year, with an option to extend for a further period of two years through two individual one year extensions, at the sole discretion of the Council, up to the maximum value of the contract of £1,050,000 for the maximum period of the contract.

Decided:

- (1) that the tender submitted by DM Integrated Limited for the Measured Term Contract for Controlled Door Access Systems and Associated Works – Repairs and Servicing 2020-2023 be accepted for an initial period of one year, with an option to extend for a further period of two years through two individual one year extensions, at the sole discretion of the Council, up to the maximum value of the contract of £1,050,000 for the maximum period of the contract, and
- (2) that the report be otherwise noted.

Councillor Roarty, prior to the consideration of the following item of business, having declared an interest by virtue of a business association with a sub-contractor, took no part in the consideration thereof.

CONTRACT VARIATION – WILMOTT DIXON (SCAPE) PROJECTS

13. There was submitted a report by the Head of Planning and Regeneration regarding the variation in costs against tender price incurred on six new build social housing projects at Blair Road, Coatbridge; Old School Court, Coatbridge; Cairnhill Road, Airdrie; Draffen Street, Motherwell; Clydesdale Street, New Stevenston, and Brown Road, Cumbernauld; (1) detailing within the report, all action taken to respond to additional issues identified, the remedial action taken, and the subsequent variation in costs, and (2) advising (a) that each project was now completed and final accounts had been agreed in principle for all six projects, with details of the increases for the individual projects highlighted within Appendix 1 to the report, and (b) that the additional costs had been accommodated within the HRA new supply capital allocation for the previous and current financial years.

Decided:

- (1) that the action taken to respond to additional issues identified, remedial action taken, and subsequent variation and costs as a result, be noted, and
- (2) that the report be otherwise noted.

CONTRACT FOR NOTING: MEASURED TERM CONTRACT FOR CONTROLLED DOOR ENTRY SYSTEMS AND ASSOCIATED WORKS 2020

14. With reference to the Minute of the meeting of this Committee held on 20 May 2020 when *inter alia*, it had been agreed to utilise the Negotiated Tender Procedure to provide short term cover as the previous agreement had overrun until a compliant procurement procedure could be completed, there was submitted a report by the Head of Housing Property and Projects (1) advising of the award of a contract to SPIE Scotshield Limited for the periodic servicing; maintenance and repair of door entry systems and priority coded ad-hoc response orders for repair works necessitated by vandalism and sundry other works to domestic properties, and (2) intimating that the award had been made utilising the Council's Negotiated Tender Procedure, to ensure continuity of works and the safety of residents, until such time as the new contract was awarded with the procurement procedure due to be completed in September 2020.

Decided: that the action taken to award the contract to SPIE Scotshield Limited for the servicing, repairs and maintenance and ad-hoc repairs to door entry systems for domestic properties in the Council area, be noted.

CONTRACT FOR NOTING - TOWER STRATEGY PROGRAMME: SPRINKLER DESIGNED TEAM SERVICES

15. With reference to paragraph 26 of the Minute of the meeting of the former Enterprise and Housing Committee held on 5 September 2018, when it was agreed to note the action taken to award the contract for the phased structural surveys of all 44 remaining tower blocks, for the design and installation of sprinkler systems within 23 tower blocks, and for the design of sprinkler systems for the remaining 21 tower blocks using the Negotiated Tender Procedure at total value of £7,236,680, there was submitted a report by the Head of Housing Property and Projects (1) advising of the award of a contract to Michael Dyson Associates Limited (MDA) for design team services, associated with the installation of sprinkler systems for 30 tower blocks and the design of sprinkler systems for the remaining 9 tower blocks; (2) informing that the award had been made utilising the Council's Negotiated Tender Procedure (NTP), as the contract could not be tendered competitively within the programme proposed for the project, and (3) intimating (a) that following consultation with internal and external stakeholders, it was necessary to revise the NTP into two separate NTP's as highlighted within the report; (b) that the NTP with MDA Limited covered design team services for 30 tower blocks, including the provision of concept design; principal designer role, and contract administration, whilst the design services for the sprinklers for the other 9 blocks was for concept design only, and (c) that the use of the NTP was identified as the most appropriate procurement route for delivery of the project so as to avoid the risk of further delay and to ensure the continued safety of residents within tower blocks.

Decided: that the action taken to award the contract for the design team services associated with the installation of sprinkler systems to 30 tower blocks, and the design of sprinkler systems for the remaining 9 tower blocks using the NTP, be noted.

CONTRACTS AWARDED BELOW COMMITTEE APPROVAL THRESHOLD

16. There was submitted a report by the Head of Asset and Procurement Solutions intimating that the contracts, highlighted within Appendix 1 to the report, had been awarded by him in accordance with the General Contract Standing Orders during the period from 1 April to 30 June 2020.

Decided:

- (1) that the contracts awarded by the Head of Asset and Procurement Solutions in the reporting period from 1 April to 30 June 2020 be noted, and
- (2) that the report be otherwise noted.